



## **ORDINARY COUNCIL MEETING**

# **MINUTES**

**The Ordinary Meeting of Council was held  
in the Council Chambers, Welcome Road, Karratha,  
on Monday, 16 November 2020**

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

**CHRIS ADAMS  
CHIEF EXECUTIVE OFFICER**



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

**WRITTEN CONFIRMATION**

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

Signed:   
**Chris Adams - Chief Executive Officer**

## **DECLARATION OF INTERESTS (NOTES FOR YOUR GUIDANCE) (updated 13 March 2000)**

A member who has a **Financial Interest** in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest:

- (a) In a written notice given to the Chief Executive Officer before the Meeting or;
- (b) At the Meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- (c) Preside at the part of the Meeting, relating to the matter or;
- (d) Participate in, or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

### **NOTES ON FINANCIAL INTEREST (FOR YOUR GUIDANCE)**

The following notes are a basic guide for Councillors when they are considering whether they have a **Financial Interest** in a matter. I intend to include these notes in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measure in money terms. There are exceptions in the *Local Government Act 1995* but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:
  - 6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the *Local Government Act*; or
  - 6.2 Where the Minister allows the Councillor to participate under s5.69 (3) of the *Local Government Act*, with or without conditions.

### **INTERESTS AFFECTING IMPARTIALITY**

**DEFINITION:** *An interest that would give rise to a reasonable belief that the impartiality of the person having the interest would be adversely affected, but does not include an interest as referred to in Section 5.60 of the 'Act'.*

A member who has an **Interest Affecting Impartiality** in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest;

- (a) in a written notice given to the Chief Executive Officer before the Meeting; or
- (b) at the Meeting, immediately before the matter is discussed.

### **IMPACT OF AN IMPARTIALITY CLOSURE**

There are very different outcomes resulting from disclosing an interest affecting impartiality compared to that of a financial interest. With the declaration of a financial interest, an elected member leaves the room and does not vote.

With the declaration of this new type of interest, the elected member stays in the room, participates in the debate and votes. In effect then, following disclosure of an interest affecting impartiality, the member's involvement in the Meeting continues as if no interest existed.



## **TABLE OF CONTENTS**

<b>ITEM</b>	<b>SUBJECT</b>	<b>PAGE NO</b>
1	OFFICIAL OPENING .....	5
2	PUBLIC QUESTION TIME.....	5
3	RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE PREVIOUSLY APPROVED.....	5
4	REQUESTS FOR LEAVE OF ABSENCE .....	6
5	DECLARATIONS OF INTEREST .....	6
6	PETITIONS/DEPUTATIONS/PRESENTATIONS.....	6
7	CONFIRMATION OF MINUTES AND BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETINGS .....	6
8	ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION .....	7
9	EXECUTIVE SERVICES.....	9
10	CORPORATE SERVICES .....	11
10.1	FINANCIAL STATEMENT FOR PERIOD ENDED 30 SEPTEMBER 2020 .....	11
10.2	LIST OF ACCOUNTS – 29 SEPTEMBER 2020 TO 29 OCTOBER 2020 .....	39
10.3	AUDIT AND ORGANISATIONAL RISK COMMITTEE – OCTOBER 2020 MEETING.....	69
10.4	COUNCIL MEETING DATES.....	73
10.5	COUNCILLOR VACANCIES – DAMPIER WARD AND KARRATHA WARD.....	81
10.6	NOVEMBER 2020 BUDGET REVIEW.....	87
11	COMMUNITY SERVICES .....	97
12	DEVELOPMENT SERVICES .....	99
12.1	PARKING AND PARKING FACILITIES LOCAL LAW 2019 .....	99
12.2	FINAL ADOPTION OF LOCAL PLANNING POLICY DP04 – HOME OCCUPATION AND HOME BUSINESS .....	103
12.3	FINAL ADOPTION OF LOCAL PLANNING POLICY DP05 – INDUSTRY ZONE DEVELOPMENT REQUIREMENTS .....	107
12.4	BUSINESS CLIMATE SCORECARD .....	111
12.5	OPTION OF MOBILE TRADING AT KEVIN RICHARDS MEMORIAL OVAL.....	115
13	STRATEGIC PROJECTS & INFRASTRUCTURE .....	123

13.1	TENDER - MINOR WORKS – RETICULATION SERVICES.....	123
13.2	KARRATHA LEISUREPLEX IMPROVEMENT STUDY MASTER PLAN.....	127
14	ITEMS FOR INFORMATION ONLY.....	137
14.1	REGISTER OF DOCUMENTS STAMPED WITH THE CITY OF KARRATHA COMMON SEAL.....	138
14.2	RECORD OF TENDER OUTCOME UNDER DELEGATION .....	139
14.4	COMMUNITY SERVICES UPDATE.....	140
14.5	DEVELOPMENT SERVICES UPDATE .....	145
14.6	WASTE SERVICES DATA – FIRST QUARTER 2020/2021 .....	154
14.7	AIRPORT SERVICES DATA .....	158
15	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	163
16	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN .....	163
17	URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION.....	163
18	MATTERS BEHIND CLOSED DOORS .....	165
	ATTACHMENTS TO ITEM 10.3 AUDIT AND ORGANISATIONAL RISK COMMITTEE – OCTOBER 2020 MEETING .....	165
	ATTACHMENT TO ITEM 13.1 TENDER - MINOR WORKS – RETICULATION SERVICES.....	165
	ATTACHMENTS TO ITEM 13.2 KARRATHA LEISUREPLEX IMPROVEMENT STUDY MASTER PLAN .....	165
18.1	CONFIDENTIAL ITEM - DAMPIER COMMUNITY HUB SETTLEMENT.....	167
18.2	CONFIDENTIAL ITEM – WA BILLBOARDS .....	169
18.3	CONFIDENTIAL ITEM - RECOVERY OF GST OVERCHARGING BY SUPERCIVIL PTY LTD.....	171
19	CLOSURE & DATE OF NEXT MEETING .....	173

# MINUTES

## 1 OFFICIAL OPENING

The Ordinary Meeting of Council held in the Council Chambers Welcome Road, Karratha on Monday, 16 November 2020 was declared open at 5.30pm. Cr Long acknowledged the traditions of the Ngarluma people, on whose land we are gathered here today.

## 2 PUBLIC QUESTION TIME

Nil

## 3 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE PREVIOUSLY APPROVED

<b>Councillors:</b>	Cr Peter Long [Mayor] Cr Garry Bailey Cr Margaret Bertling Cr Georgia Evans Cr Pablo Miller Cr Daniel Scott Cr Evette Smeathers Cr Joanne Waterstrom Muller
<b>Staff:</b>	Chris Adams            Chief Executive Officer Phillip Trestrail       Director Corporate Services Arron Minchin         Director Community Services Ryan Hall              Director Development Services Simon Kot              Director Strategic Projects & Infrastructure Linda Phillips         Minute Secretary
<b>Apologies:</b>	Cr Geoff Harris
<b>Absent:</b>	Nil
<b>Leave of Absence:</b>	Cr Kelly Nunn [Deputy Mayor]
<b>Members of Public:</b>	Mark Bradley Sophia Kapagkiozides Sotiris Moustakas Caroline Oliveira Jonathas Oliveira
<b>Members of Media:</b>	Alex Scott, Pilbara News Susan Standen, ABC Caitlyn Watts, Pilbara News

#### **4 REQUESTS FOR LEAVE OF ABSENCE**

Nil

#### **5 DECLARATIONS OF INTEREST**

Cr Evans declared an interest in the following item:

- Impartiality interest in item 10.5 Councillor Vacancies – Dampier Ward and Karratha Ward as Cr Evans has tendered her resignation from Council with effect from 8 January 2021.

Cr Bertling declared an interest in the following item:

- Impartiality interest in item 12.2 Final Adoption of Local Planning Policy DP04 – Home Occupation and Home Business as Cr Bertling owns and operates a business registered as a home-based business from her home.

Cr Miller declared an interest in the following item:

- Impartiality interest in item 12.2 Final Adoption of Local Planning Policy DP04 – Home Occupation and Home Business as Cr Miller’s spouse operates a home-based business.
- Financial interest in item 12.5 Option of Mobile Trading at Kevin Richards Memorial Oval as Cr Miller is the owner of a mobile food van.

Cr Smeathers declared an interest in the following item:

- Impartiality interest in confidential item 18.2 WA Billboards as Cr Smeathers is a close friend with a person who undertakes works for this contract.

#### **6 PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil

#### **7 CONFIRMATION OF MINUTES AND BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETINGS**

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##### **OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 154696  
 MOVED : Cr Scott  
 SECONDED : Cr Evans

**That the Minutes of the Ordinary Meeting of Council held on Monday, 19 October 2020, be confirmed as a true and correct record of proceedings.**

**CARRIED**

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FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Evans, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller  
 AGAINST : Nil



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

03/10/2020	- Opening of the Open Water Swimming Series
05/10/2020	- Meeting with Indian Consul General and Head of Chancery & Consul
06/10/2020	- Meeting with NBAC
07/10/2020	- Pilbara Tropical Rock Oyster Research and Development site visit
07/10/2020	- Meeting with Pilbara Superintendent Police
09/10/2020	- State Budget Breakfast with Minister for Environment the Hon. Stephen Dawson
09/10/2020	- Pilbara Regional Council meeting
12/10/2020	- Councillor Briefing Session
13/10/2020	- Meeting with CEO of St John Ambulance
13/10/2020	- PUC Board Meeting
14/10/2020	- Site visit – Dampier Salt
14/10/2020	- City of Karratha Youth Advisory Group meeting
14/10/2020	- Regional Capitals Alliance WA Meeting
16/10/2020	- Volunteer Recognition Awards 2020
19/10/2020	- Annual Pilbara Land Managers forum
19/09/2020	- Ordinary Council Meeting
20/10/2020	- CRCNA Finance and Audit Committee Meeting
21/10/2020	- Regional Road Group Voting Meeting
22/10/2020	- Port of Dampier CCC Meeting
23/10/2020	- Meeting with Greens Candidate
23/10/2020	- Citizenship Ceremony
26/10/2020	- Murujuga Rock Art Stakeholder Reference Group Meeting
27/10/2020	- City of Karratha Audit and Organisational Risk Committee Meeting
27/10/2020	- Environment & Sustainability Advisory Group meeting
28/10/2020	- CRC Annual General Meeting
28/10/2020	- St Luke's College - End of Year Presentation night
30/10/2020	- City of Karratha Strategic Planning Day



## **9 EXECUTIVE SERVICES**

Nil



## 10 CORPORATE SERVICES

### 10.1 FINANCIAL STATEMENT FOR PERIOD ENDED 30 SEPTEMBER 2020

<b>File No:</b>	<b>FM.19</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Corporate Accountant</b>
<b>Date of Report:</b>	<b>28 October 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Nil</b>

#### PURPOSE

To provide a summary of Council's financial position for the period ending 30 September 2020.

#### BACKGROUND

The following table is a summary of the Financial Activity Statement Report compared to the Budget as at 30 September 2020:

2020/21	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	YTD Variance	Variance %	Impact on Surplus
Operating Revenue (incl. Rates)	107,935,497	107,935,497	57,757,970	63,075,663	5,317,693	9.2%	⬆️
Operating Expense	(100,281,437)	(100,331,437)	(26,844,536)	(22,312,018)	4,532,518	-16.9%	⬆️
Non Operating Revenue	23,666,113	23,666,113	4,386,588	803,195	(3,583,393)	-81.7%	⬇️
Non Operating Expense	(55,254,677)	(55,254,677)	(13,044,535)	(6,770,660)	6,273,875	-48.1%	⬆️
Non Cash Items Included	18,865,845	18,865,845	4,711,727	3,821,734	(889,993)	-18.9%	
Restricted Surplus BFWD 19/20	452,483	452,483	452,483	452,483	0	0.00%	
Unrestricted Surplus BFWD 19/20	5,048,682	5,048,682	5,048,682	5,048,682	0	0.00%	
Restricted Surplus CFWD	298,823	298,823	298,823	298,823	0	0.00%	
<b>Surplus/(Deficit) 20/21</b>	<b>133,683</b>	<b>83,683</b>	<b>32,169,556</b>	<b>43,820,256</b>	<b>11,650,700</b>		

This table shows a surplus position of \$43.8m, a positive variance of \$11.6m compared to the budgeted surplus position of \$32.1m, which reflects timing of transactions associated with cyclone claims, loans, COVID grants, and projects.

The restricted balance referred to in the preceding table and throughout this report comprises of Pilbara Underground Power (PUPP) Service Charges levied in 2014/15, which are subject to the 10-year instalment option offered by Council.

The following variances contribute significantly to the total YTD variance shown in the above table. Further detail on these variances is included later in this report in the variance commentary by Program for the Statement of Financial Activity.

Operating Revenue	
3,201,224	▲ TC Damien Reimbursement from LGIS and DRFAWA - Timing of payment was uncertain at time of budget
2,450,378	▲ Contribution from Pilbara Iron Company towards operational management of Wickham Recreation Precinct - received earlier than anticipated - timing
1,130,272	▲ Recreation facilities - No income allocated for September as per COVID-19 budget conditions. However, facilities opened earlier than anticipated
800,687	▲ Karratha Airport Revenue - Aviation and Recoverables - Increased number of flights and passengers post COVID-19 impact, greater than anticipated
552,870	▲ Commercial, contaminated and liquid waste disposal fees - actual income more than predicted - addressed in November budget review
107,218	▲ Lease revenue received from Optus and Telstra - no budget allocated - addressed in November budget review
164,370	▲ Insurance reimbursement for truck and plant - addressed in November budget review
121,177	▲ Interim & Back Rates processed with annual rate notices not originally budgeted for, to be amended at November budget review
109,011	▲ Investment Property - Babcock Hangar - Timing of debtor invoices
63,550	▲ Proceeds from sale of plant - Timing
51,185	▲ Ranger Services - Income greater than budget due to high number of infringements issued for abandoned shopping trolleys
<b>8,751,943</b>	<b>▲ Positive Variance</b>
1,007,368	▼ Contribution from Rio Tinto towards COVID-19 assistance - Timing of debtor invoice
859,416	▼ Kevin Richards Memorial Oval - Transfer of Public Open Space Contribution funds from Trust - Timing of development of KRMO project
581,889	▼ Grant funding - Roads to Recovery, Road projects and Government grants - Timing
540,000	▼ Contributions - Red Earth Arts Precinct - Milestone payment received in 2019/20. Cashflow adjusted at November budget review
496,200	▼ Contribution from Rio Tinto for Arts Development, The Base & Community Safety - Timing and re-cashflowed as part of November budget review
90,000	▼ NAIDOC - Sponsorship agreements subject to being signed and event has been postponed to November
59,295	▼ Rates - Penalty interest to be amended at November budget review to reflect extended due date to 10th November 2020
<b>3,634,168</b>	<b>▼ Negative Variance</b>
<b>5,117,775</b>	<b>▲ Net Positive Variance</b>
Non Operating Revenue	
69,660	▼ Proceeds from disposal of assets - Timing of plant disposals
2,550,000	▼ Tsf from Infrastructure Reserve - Loan to Scope Property Group delayed. First disbursement of \$350k occurred in August
242,287	▼ Tsf from Infrastructure Reserve - Works Roads & Streets - Tsf completed in October - Timing
163,708	▼ Tsf from Infrastructure Reserve - Town Beautification - Reserve funding deferred as roundabout project expenditure delayed until October/November
550,000	▼ Tsf from Restricted Reserve - transfer completed in October - Timing
<b>3,575,655</b>	<b>▼ Negative Variance</b>

Operating Expenditure	
1,037,067	▲ Community grants - COVID-19 Response - Timing
710,800	▲ Landfill operations - reshaping of Cell 0 commenced in October - timing
551,069	▲ Rec & Culture - Employment costs - actual less than budget - Winter period results in less aquatic/staff hours and timing of recruitment of positions
408,588	▲ Roebourne Heritage Precinct - Timing of works completed against budget - Will be adjusted at November budget review
431,969	▲ Street sweeping, general waste & recycling collection - timing of works completed against budget
306,295	▲ Karratha Airport - Power & utility recoverables - Adjustments made to cashflow at budget review to match the timing of invoices which are sent the month after
305,389	▲ Depreciation - Vehicles & Plant - Timing - Awaiting sign off of 2019/20 Annuals
242,354	▲ Roundabout Maintenance - Project delayed - Cashflow adjusted at November budget review to reflect changes in project timeline
283,837	▲ Ovals & hardcourts - various minor variances relating to timing of materials & contracts
205,946	▲ Cossack Art Awards - Actual expenses less than anticipated - Addressed at November budget review
150,028	▲ Inter regional air travel - Government funding for Aviair has been extended to March. Adjustments have been made at November budget review
149,214	▲ Rec & Culture - Parks & Gardens - Minor timing variances relating to materials & contracts
142,115	▲ Housing Investment Strategy deferred, to be reforecast at November budget review
99,467	▲ Tourism development - Variance due to Ganalili Centre contract payment has not yet been made. Quarterly contract management meeting held in September and documentation and payment are currently being finalised for processing
99,364	▲ NAIDOC Week - Event postponed to November
98,476	▲ Wickham Recreation - Oval and Hardcourt maintenance - Timing of works completed against budget
95,255	▲ Rec & Culture - Minor variances relating to utility charges - Timing
92,168	▲ Various minor variances relating to Community Safety, Emergency and Ranger Services - Timing of works completed against budget
82,118	▲ Street Tree Maintenance - Timing of works completed against budget
81,884	▲ Karratha Leisureplex - Maintenance & operating costs - Timing of works completed against budget
71,762	▲ Karratha Golf Course & Bowling Green facility - timing of works completed against budget
68,780	▲ Windy Ridge Oval - Works have not yet commenced - Timing of land transfer from Rio Tinto to the City
66,022	▲ Place branding - Delayed start to campaign compared to years 1 & 2
63,895	▲ Dampier town planning project - project delivery delayed. Anticipate completion by December
60,136	▲ Town Centre Maintenance - Staff directed to other programs
60,000	▲ Karratha Cycling Hub - Variance due to reduced scope of detailed design to concept design. Project completed in October. Addressed in November budget review.
58,496	▲ Waste water treatment project - Membrane delivery due by end of October - Cashflow addressed in November budget review
55,725	▲ Cattrall Park - Delay in project program - works to commence in November
54,699	▲ REAP - Sanitation - Underspent in salaries, overheads and materials - addressed in November budget review
52,750	▲ Karratha Airport - Terminal building - Sanitation - Timing of works completed against budget
50,000	▲ Community Programs - Medical Services - No uptake of program from Local Health Service Providers. Uptake contingent upon successful recruiting of eligible Professionals by Health Service Providers.
<b>6,235,667</b>	<b>▲ Positive Variance</b>
1,089,429	▼ Costs allocated to functions - actual less than budget - timing of overheads & ABC allocations.
427,510	▼ Wickham Aquatic Centre - Pool refurbishment - Contractor payment processed earlier than anticipated. Cashflow was adjusted at November budget review in line with updated delivery dates.
372,034	▼ TC Damien remediation works - Actual costs are higher than anticipated due to widespread damage
268,635	▼ The Quarter Building - Operating and Carpark Management Expenses - Actual costs higher than average budgeted monthly expenditure due to Rates & Body Corporate Fees - invoiced at the beginning of the year - Timing
<b>2,157,608</b>	<b>▼ Negative Variance</b>
<b>4,078,059</b>	<b>▲ Net Positive Variance</b>

<b>Non Operating Expenditure</b>	
2,550,000	▲ Loan to Scope Property Group delayed. First disbursement of \$350k occurred in August
786,250	▲ Roads & Streets - Works completed/undertaken in October - Timing - Welcome Rd, Orkney Rd, Wotherspoon Rd, Searipple Rd, Maitland, Crane Circle, Millstream, Bayview Rd
706,796	▲ Andover Park Redevelopment - Timing - Cash flow adjusted at November budget review to reflect changes in project timeline
552,013	▲ Tsf to Infrastructure Reserve - Timing of transfer
467,958	▲ TC Damien capital works - Timing - Cash flow adjusted at November budget review to reflect changes in project timeline
340,770	▲ Software and hardware initiatives - Point-to-point, CCTV, BMS, Admin alarm projects all underway, ERP tender evaluation in progress
339,085	▲ Purchase of Plant - Underspend on new refuse compactor. Addressed at November budget review
273,377	▲ 2D Artwork at Walgu Park - Timing of works completed against budget
187,468	▲ Harding Way and Cossack St - Works have been postponed for this year
182,076	▲ Johns Creek Boat Ramp - Timing - Cash flow adjusted at November budget review to reflect changes in project timeline
151,000	▲ Delays in procuring of electronic scoreboards for KRMO & Bulgarra Oval. Anticipate works for synthetic sport surface replacements by December
150,000	▲ SCADA project moved to December due to design phase taking longer than expected
143,515	▲ Hampton Oval - Project commencement has been delayed. Cashflow was adjusted at November budget review in line with updated delivery dates
136,730	▲ Refit of Roebourne One-Stop-Shop - Timing of works completed against budget
99,170	▲ Gravel Resheeting - 40 Mile & Cleaverville Roads - Timing of works completed against budget.
70,000	▲ Energy efficiency/system improvements to Admin airconditioning system - Timing of works completed against budget
67,776	▲ Infrastructure Assets - Karratha Leisureplex - Timing - Updated cashflow addressed at November budget review.
60,000	▲ CBD Bus Shelter - Timing - Works to start in February
55,020	▲ The Quarter - Gas supply upgrade delayed pending confirmation of new leases.
51,250	▲ Karratha Airport - Landscaping upgrade - Commencement timing - Cashflow adjusted at November budget review
50,000	▲ Dampier Pavilion - Solar installation project delays due to cyclone repairs
50,000	▲ The Youth Shed - Design component of project delivery delayed - Anticipated completion by November
<b>7,470,254</b>	<b>▲ Positive Variance</b>
857,966	▼ Karratha Airport Bayly Ave Rd Works - Timing - Cashflow reviewed and adjusted at November budget review
344,023	▼ Footpaths & bike paths - Programs brought forward for delivery
<b>1,201,989</b>	<b>▼ Negative Variance</b>
<b>6,268,265</b>	<b>▲ Net Positive Variance</b>

While the City is in a strong financial position, the impact of the COVID-19 pandemic has, and may continue to have an impact on the City’s short/medium term financial position.



**FINANCIAL MANAGEMENT SUMMARY**

**Local Government Financial Ratios**

Period End 30 September 2020	Target Ratio	Original Annual Budget Ratio	YTD Actual Ratio
<b>Current Ratio</b> Current Assets less Restricted Assets ÷ Current Liabilities less liabilities associated with Restricted assets	1 or above	N/A	6.2
<b>Asset Sustainability Ratio</b> Capital Renewal and Replacement Expenditure ÷ Depreciation	> 0.90	1.11	0.59
<b>Operating Surplus Ratio</b> Operating Surplus (excl. capital grants & contributions) ÷ Own Source Revenue	0 – 15%	1.3%	72.3%
<b>Own Source Revenue Ratio</b> Own Source Operating Revenue ÷ Operating Expenses	0.40 or above	0.82	2.48
<b>Debt Service Cover Ratio</b> Operating surplus before interest expense and depreciation ÷ Principal and interest Expense	> 2	54.3	168.5

**Statement of Financial Position**

	2020 September	2020 August	% change
<b>Current</b>			
<b>Assets</b>	118,902,247	120,380,666	-1.23%
<b>Liabilities</b>	13,629,358	9,361,143	45.60%
<b>Non Current</b>			
<b>Assets</b>	710,895,800	708,683,362	0.31%
<b>Liabilities</b>	14,494,246	14,494,246	0.00%
<b>Net Assets</b>	801,674,443	805,208,639	

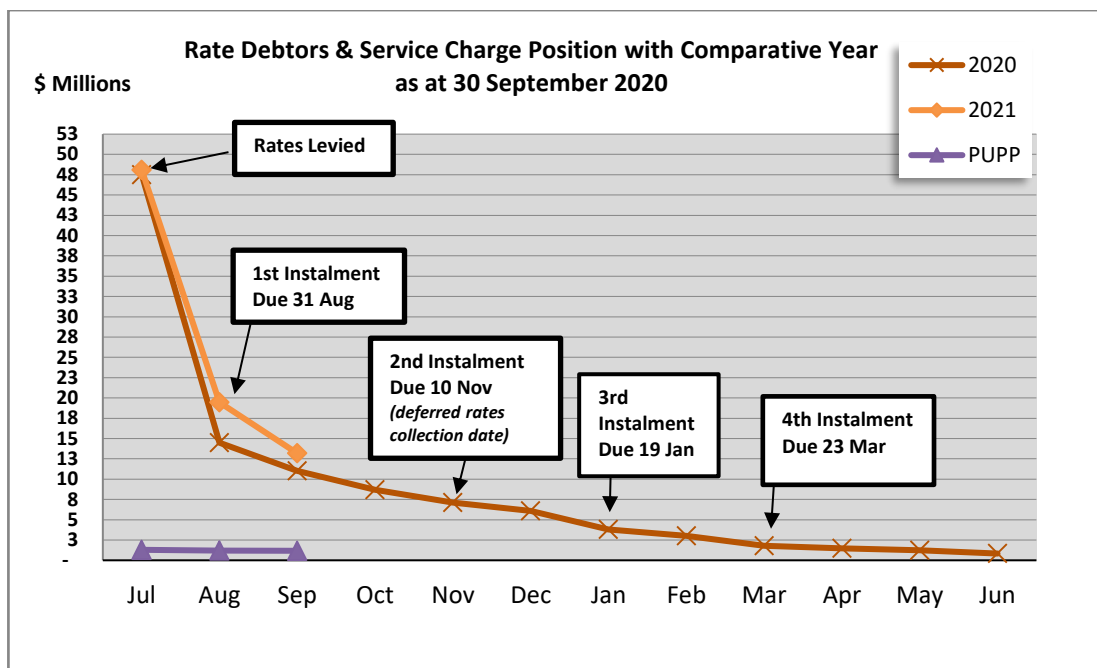
Current Assets decreased by 1.23% from August to September, which was attributable to the collection of rates and other receivables. Current Liabilities increased by 45.60% compared to August due to increase of trade and other payables. Non-Current Assets increased slightly by 0.31% and was attributable to acquisition of minor assets. There has been no change to Non-Current Liabilities from last month.

**Debtors Schedule**

The following table shows Trade Debtors that have been outstanding over 40, 60 and 90 days at the end of September. The table also includes total Rates and PUPP Service Charges outstanding.

Debtors Schedule				
	2020 September	2020 August	Change %	% of Current Total
<b>Sundry Debtors</b>				
Current	6,204,997	3,161,962	96%	60.8%
> 40 Days	698,519	247,415	182%	6.8%
> 60 Days	221,907	1,348,997	-84%	2.2%
> 90 Days	3,075,456	2,843,245	8%	30.1%
<b>Total</b>	<b>10,200,879</b>	<b>7,601,619</b>	<b>34%</b>	<b>100%</b>
<b>Rates Debtors</b>				
<b>Total</b>	<b>13,170,324</b>	<b>19,436,369</b>	<b>-32%</b>	<b>100%</b>
<b>PUPP Debtors</b>				
<b>Total</b>	<b>1,171,151</b>	<b>1,189,942</b>	<b>-2%</b>	<b>100%</b>

A total of \$35m of rates (including ESL and waste charges) has been paid to end of September, representing a collection rate of 72.9% to date.

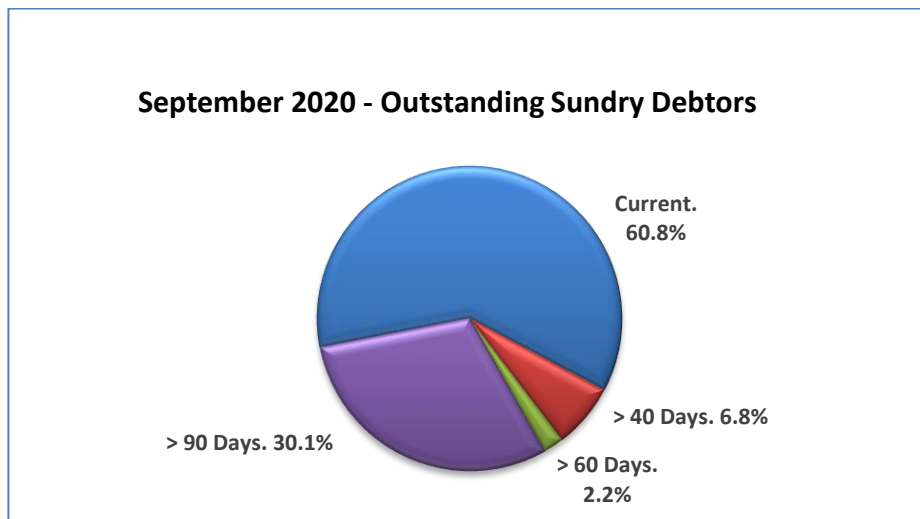


There was a decrease of 2% from August in the PUPP Debtors balance. PUPP payments have now been received on 99.68% of properties, and of those paid 98.25% have paid in full with 1.75% paying by instalments.

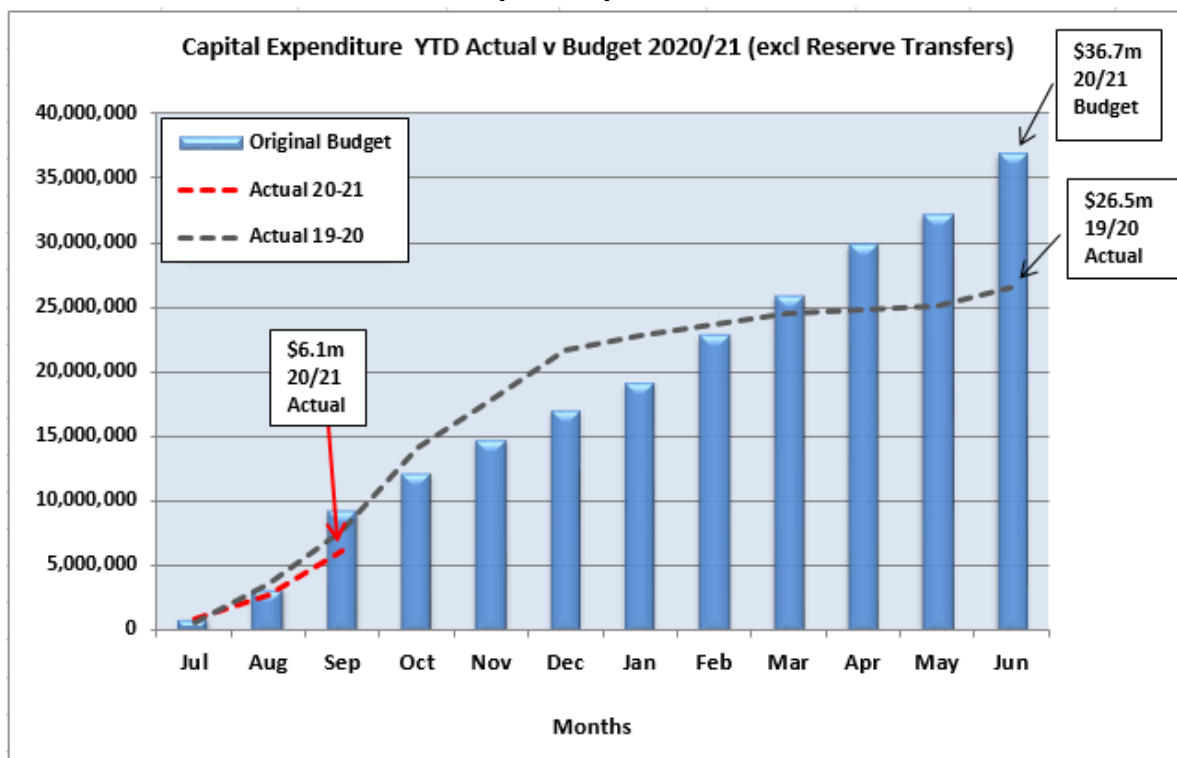
Collection of outstanding debts greater than 40 days is continuing in line with Council policy. The following table highlights outstanding balances for each ageing period for Trade Debtor balances in excess of \$5,000.

Name	40 Days	60 Days	Over 90 Days	Comment
Cleanaway Co Pty Ltd	192,462.16	0.00	-0.12	Reminder notices sent 12/10/2020 & 16/10/2020. Credit suspended at Waste Facilities 21/10/2020
W.T.H Pty Limited (T/A Avis Australia)	143,071.02	0.00	12,800.77	Outstanding amount relates to annual car park lease reconciliation at Karratha Airport. Reminder notice sent 25/9/2020
Rambla Pty Ltd	31,020.99	141.01	0.00	Commenced weekly payments of \$5,000 on 21/09/20 and are up to date
Newslink Pty Ltd (LS Travel Retail)	0.00	0.00	78,011.65	Following OCM Oct 2020 decision, the remaining outstanding amount relates to balance of outgoings from previous years, officers are in the process of preparing a payment plan for approval
Europcar (CLA Trading Pty Ltd)	6,486.21	6,413.05	12,962.85	Relates to rent for July & August 2020. Not eligible for rent relief. Advice received 26/10/20 confirming payment approval
WA Police	5,516.98	0.00	4,481.57	Outstanding rent for Tenancy at Karratha Airport for October 2020. Not eligible for rent relief. Reminder notices sent 25/09/2020 & 12/10/2020.
Karratha Sporting & Recreation Club Inc	0.00	0.00	7,911.16	Relates to Power Usage for October 2019 and March, April & May 2020. Rec Club are making regular monthly payments
Hertz Australia Pty Ltd	232.10	102.90	15,730.38	Relates to April, May & June Lease fees at Karratha Airport. Invoices have been short paid. Not eligible for rent relief. Received confirmation payment of \$15,711.30 expected 30/10/2020
Supercivil Pty Ltd	0.00	3,780.77	595,243.35	Relates to overcharge RFT 41 - 13/14 - Supplying and Laying of Asphalt. Dispute resolution process has commenced. Settlement offer made but no response received. Formal arbitration likely next step.
Pindan Contracting Pty Ltd	0.00	2,987.55	448,024.63	Invoice issued for final certificate for Dampier Community Hub for costs associated with the rectification of Armcor dehumidification units. Settlement reached between the City and Pindan as per Council Resolution at the September 2020 OCM. Deed of Settlement has been executed and part payment received from Pindan on 2/11/2020. Balance owing to be written off.
Otan Karratha Pty Ltd	0.00	0.00	742,948.00	Council resolved at the October 2019 OCM to accept the debtor's settlement offer. Deed of Settlement with Otan has been executed. First payment of \$406,505 received 2/10/2020
Virgin Australia Airlines Pty Ltd	0.00	0.00	559,728.15	Voluntary Administration as of 20/04/2020. Payment of \$98,743.90 received on 24/07/20 for February & March security charges
Department Of Education	0.00	0.00	163,872.90	Relates to charges for joint use agreement of Karratha Leisureplex. Followed up with Department of Education 21/10/2020
Frank Smith	0.00	0.00	41,593.20	Demolition costs due to uninhabitable dwelling. At the February 2019 OCM Council resolved to take possession and sell the property. Statement of claim and default judgement to be filed for as contact with the defendant has been unable to be made.

The impact of the COVID-19 global pandemic has resulted in an increase in outstanding balances for amounts greater than 60 and 90 day ageing periods. This is particularly evident for small businesses and community organisations. Council has implemented measures to support the community and local businesses in these areas, including the COVID-19 Community Assistance Fund as well as lease fee deferrals and other initiatives.



### Capital Expenditure



Council’s current Capital Expenditure budget for 2020/21 is \$36.7m with the majority associated with major projects including Street & Roads Reseal Program, Karratha CBD Re-planting Program, Andover Park Redevelopment Project, Hampton Pavilion Re-roofing and Solar Panelling, Welcome Rd Redevelopment, Kevin Richards Oval Lighting and other infrastructure improvements. The following table shows capital expenditure is 33.6% below budget for the month.

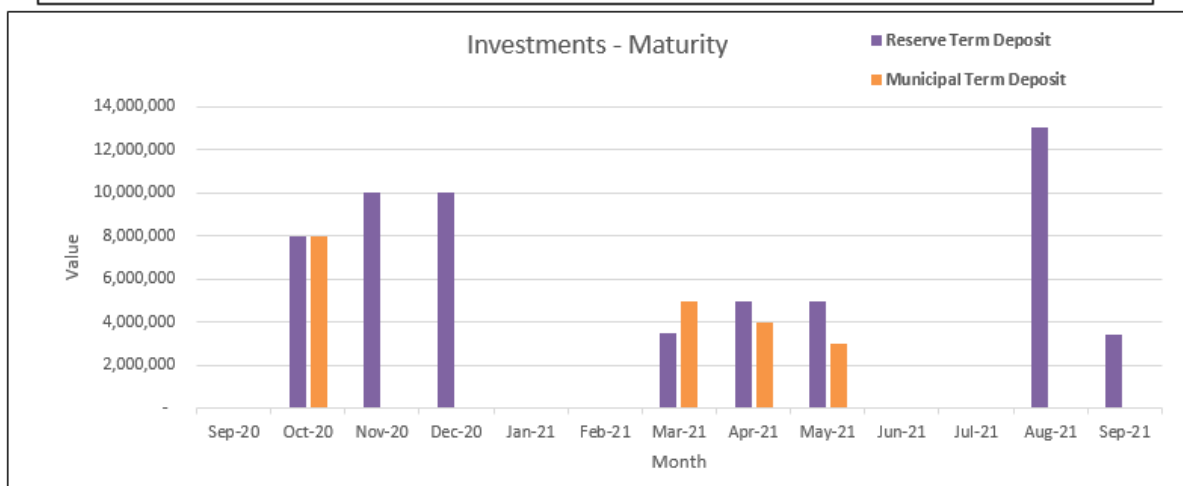
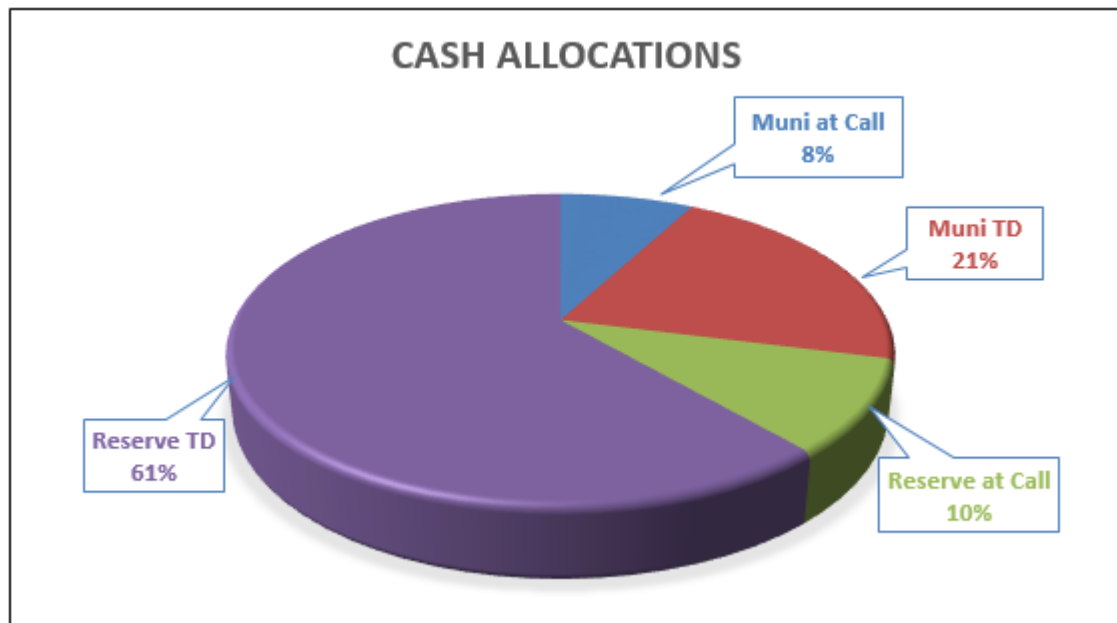
CAPITAL EXPENDITURE						
Asset Class	YTD			ANNUAL		
	YTD Budget	YTD Actual	Variance %	Annual Original Budget	Annual Amend Budget	% of Annual Budget
	30-Sep-20			30-Jun-21		
Land	0	0	0%	3,000,000	3,000,000	-100%
Artwork	273,377	23,000	-92%	663,349	663,349	3%
Buildings	669,630	215,961	-68%	2,277,630	2,277,630	9%
Equipment	664,545	603,407	-9%	2,658,045	2,658,045	23%
Furn & Equip	526,000	168,578	-68%	2,899,491	2,899,491	6%
Plant	2,231,159	2,112,481	-5%	4,374,159	4,374,159	48%
Infrastructure	4,937,791	3,057,253	-38%	20,926,361	20,926,361	15%
<b>Totals</b>	<b>9,302,502</b>	<b>6,180,680</b>	<b>-33.6%</b>	<b>36,799,035</b>	<b>36,799,035</b>	<b>17%</b>

Further detail on these variances is included later in this report in the variance commentary by Program in the Statement of Financial Activity.

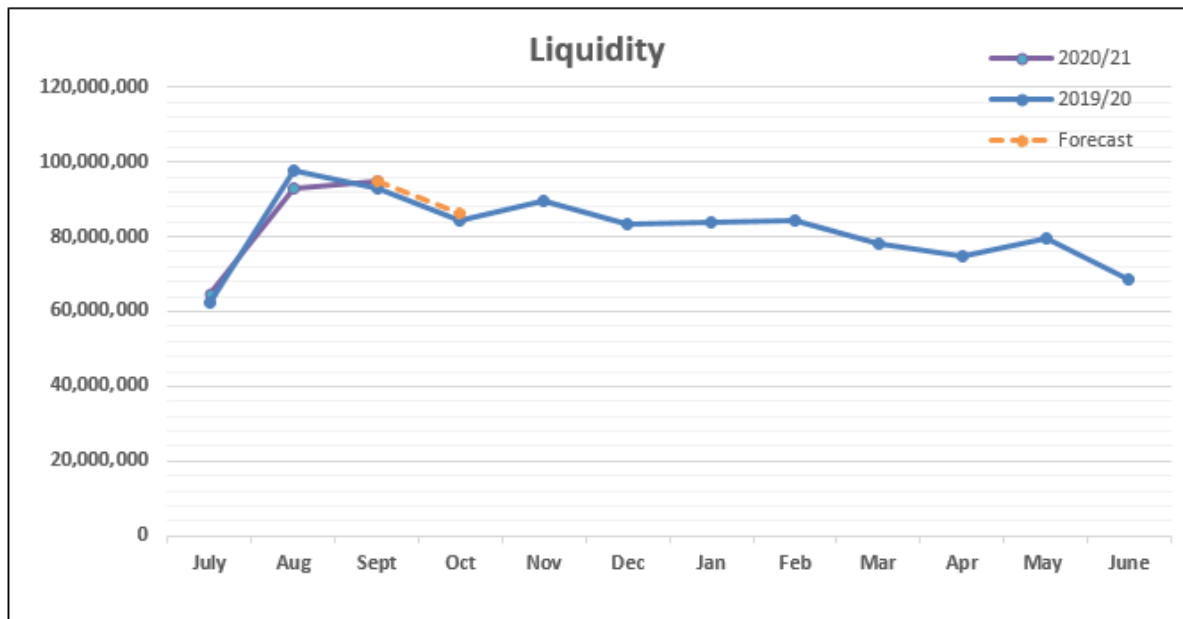
**Cash and Financial Investments**

The following table indicates the financial institutions where the City has investments as of 30 September 2020.

Institution	Accounts	Principal Investment \$	Balance 30 September 2020 \$	Interest %	Investment Term	Maturity
<b>RESERVE FUNDS</b>						
WBC	Business Premium Cash Reserve		9,164,752	0.85	At Call	
CUA	Reserve Term Deposit	3,500,000	3,533,658	1.80	12 months	Mar-21
WPAC	Reserve Term Deposit	8,000,000	8,018,849	1.00	3 months	Oct-20
WPAC	Reserve Term Deposit	10,000,000	10,023,797	1.01	4 months	Nov-20
WPAC	Reserve Term Deposit	10,000,000	10,023,797	1.01	5 months	Dec-20
WPAC	Reserve Term Deposit	5,000,000	5,006,511	0.97	8 months	Apr-21
WPAC	Reserve Term Deposit	5,000,000	5,006,511	0.97	9 months	May-21
ME	Reserve Term Deposit	3,000,000	3,004,064	1.15	12 months	Aug-21
ME	Reserve Term Deposit	2,000,000	2,002,647	1.15	12 months	Aug-21
ME	Reserve Term Deposit	1,000,000	1,000,977	1.15	12 months	Aug-21
ME	Reserve Term Deposit	3,000,000	3,002,930	1.15	12 months	Aug-21
ME	Reserve Term Deposit	3,400,000	3,402,892	1.15	12 months	Sep-21
BWEST	Reserve Term Deposit	4,000,000	4,002,959	0.90	12 months	Aug-21
<b>MUNICIPAL FUNDS</b>						
ANZ	Municipal Term Deposit	4,000,000	4,003,167	0.85	8 months	Apr-21
BWEST	Municipal Term Deposit	2,000,000	2,001,304	0.85	6 months	Mar-21
BWEST	Municipal Term Deposit	3,000,000	3,001,956	0.85	7 months	Mar-21
BWEST	Municipal Term Deposit	3,000,000	3,002,025	0.88	9 months	May-21
BWEST	Municipal Term Deposit	5,000,000	5,001,748	0.58	1 month	Oct-20
BWEST	Municipal Term Deposit	3,001,377	3,001,454	0.47	1 month	Oct-20
WBC	Municipal (Transactional)		7,374,743	0.00	At Call	
N/A	Cash on Hand		12,078			
<b>TOTAL</b>		<b>77,901,377</b>	<b>94,592,820</b>			
The balance of all Term Deposits includes interest accrued to 30 September 2020						



The RBA official cash rate (overnight money market interest rate) remains at 0.25% in September. Reserve funds held in the Westpac Business Premium Cash Reserve account are earning 0.85% in interest over balances of \$1m. Following on from discussions with Westpac, the Municipal Funds held with Westpac Bank are now earning 0.1% on the daily cash balance.



The liquidity graph for 2020/21 demonstrates an increase in liquidity from August. This increase in liquidity is attributable to the collection of rates and other receivables.

The impact on revenues as a result of COVID-19 have, and will continue to have, a significant impact on the City’s cash liquidity. The impact of this, as well as implemented community support initiatives, continues to be closely monitored.

**Other Investments**

As part of Council’s investment strategy, reserve funds were used to purchase a commercial property ‘The Quarter HQ’ in June 2017. The following table provides a summary of all income and expenditure for The Quarter for the current financial year which has been significantly impacted by rent relief offered to tenants impacted by COVID-19 and capital expenditure on lift upgrades:

	Month End – September 2020 \$	Year to Date – September 2020 \$	Life to Date – September 2020 \$
Total Income Received	214,774	678,359	8,290,119
Total Expense Paid	(177,059)	(692,982)	(4,566,645)
<b>Net Income</b>	<b>37,715</b>	<b>(14,623)</b>	<b>3,723,474</b>
<b>Annualised ROI</b>	<b>2.3%</b>	<b>-0.3%</b>	<b>5.7%</b>

Also as part of Council’s investment strategy, Council resolved at its May 2020 meeting to execute a loan agreement with Scope Property Group Pty Ltd for the acquisition and redevelopment of the Dampier Shopping Centre. This loan is to be funded utilising Reserve funds and borrowings from WATC (if required) and is to be for a maximum initial term of ten years. To date, no borrowings have been required. The following table provides a summary of this funding arrangement for the current financial year:



	<b>Month End – September 2020 \$</b>	<b>Year to Date – September 2020 \$</b>	<b>Life to Date – September 2020 \$</b>
Funded Amount	(350,000)	(350,000)	(350,000)
Interest Charges	153	153	153
<b>Remaining Loan Amount</b>	<b>3,750,000</b>	<b>3,750,000</b>	<b>3,750,000</b>

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

- Statement of Comprehensive Income by Nature or Type;
- Statement of Comprehensive Variance Commentary by Nature or Type
- Statement of Financial Activity
- Operating and Capital Variance Commentary by Program Area;
- Net Current Funding Position;
- Statement of Financial Position (Balance Sheet);
- Cash and Cash Equivalents; and
- Statement of Financial Activity by Divisions.

**LEVEL OF SIGNIFICANCE**

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

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

**COUNCILLOR/OFFICER CONSULTATION**

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

**COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

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

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

In accordance with Regulation 34 (5) of the *Local Government (Financial Management) Regulations 1996*, a report must be compiled on variances greater than the materiality threshold adopted by Council of \$50,000 or 10% whichever is the greater. As this report is composed at a program level, variance commentary considers the most significant items that comprise the variance.



**POLICY IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

The report represents the financial position of the Council at the end of September 2020 with a year to date budget surplus position of \$32,169,556 (comprising \$31,870,733 unrestricted surplus and \$298,823 restricted surplus) and a current surplus position of \$43,820,256 (comprising \$43,521,433 unrestricted surplus and \$298,823 restricted surplus). The restricted balance comprises PUPP service charges levied in 2014/15.

The COVID-19 pandemic has, and will continue to have, major impacts on businesses and the economy. A number of assistance packages have been made available through State and Federal Governments, Financial Institutions, Business Support Agencies, Utility Providers and Industry. In addition to these, Council has implemented a number of further stimulus and assistance packages to support residents, ratepayers, community organisations and local businesses through these difficult times.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council’s approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2020-2021 provided for this activity:

- Our Programs/Services: 4.c.1.1 Management Accounting Services.
- Our Projects/Actions: 4.c.1.1.19.1 Conduct monthly and annual financial reviews and reporting.

**RISK MANAGEMENT CONSIDERATIONS**

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

The level of risk to the City is considered to be as follows:

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	The completion of the Monthly Financial Activity Statement report is a control that monitors this risk
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Low	There are no identified risks of a greater level associated with the Officer’s recommendation
Compliance	Low	There are no identified risks of a greater level associated with the Officer’s recommendation

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

This is a monthly process advising Council of the current financial position of the City.

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**

Option 1

As per the Officer’s recommendation.

Option 2

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

1. RECEIVE the Financial Reports for the financial period ending 30 September 2020; and
2. APPROVE the following actions:
  - a) \_\_\_\_\_
  - b) \_\_\_\_\_

Option 3

That Council by SIMPLE Majority pursuant to Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Administration) Regulations 1996* RESOLVES to NOT RECEIVE the Financial Report for the financial period ending 30 September 2020.

**CONCLUSION**

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

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**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 154697  
**MOVED** : Cr Smeathers  
**SECONDED** : Cr Scott

**That Council by SIMPLE Majority pursuant to Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Administration) Regulations 1996* RESOLVES to RECEIVE the Financial Reports for the financial period ending 30 September 2020.**

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Bertling, Cr Evans, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller  
**AGAINST** : Nil

**City of Karratha**  
**Statement of Comprehensive Income**  
 By Nature or Type  
 for the period ending 30 September 2020

	Original Budget	Amended Budget	Budget YTD	Actual YTD	Material Variance >=10%	\$50,000 or more	2019/20
	\$	\$	\$	\$	%	\$	\$
<b>Revenue</b>							
Rates	43,374,241	43,374,241	43,069,202	43,331,774	-	262,572	40,488,172
Fees and Charges	37,545,656	37,545,656	9,045,884	11,607,432	28.32%	2,561,548	38,548,526
Operating Grants, Subsidies and							
Contributions	18,470,160	18,470,160	2,306,878	5,388,014	133.56%	3,081,136	13,840,155
Service charges	0	0	0	0	-	-	861
Interest Earned	1,174,577	1,174,577	378,780	326,345	-13.84%	(52,435)	2,455,903
Proceeds/Realisation	-	-	-	298,040	-	298,040	-
All Other	765,673	765,673	182,173	1,320,928	625.10%	1,138,755	995,327
	<u>101,330,307</u>	<u>101,330,307</u>	<u>54,982,917</u>	<u>62,272,533</u>	<u>13.26%</u>	<u>7,289,616</u>	<u>96,328,944</u>
<b>Expenses</b>							
Employee Costs	(35,425,142)	(35,425,142)	(9,212,945)	(8,880,765)	-	332,180	(35,315,195)
Materials and Contracts	(33,273,148)	(33,273,148)	(8,361,108)	(5,359,656)	-35.90%	3,001,452	(26,036,342)
Utilities (gas, electricity, water etc)	(6,475,307)	(6,475,307)	(1,475,562)	(1,155,749)	-21.67%	319,813	(5,824,123)
Interest Expenses	(5,994)	(5,994)	0	607	-	-	(9,919)
Depreciation	(18,594,262)	(18,594,262)	(4,684,927)	(4,264,288)	-	420,639	(17,692,578)
Insurance Expenses	(1,773,981)	(1,773,981)	(956,533)	(1,026,969)	-	(70,436)	(1,573,650)
Other Expenses	(4,460,820)	(4,510,820)	(2,125,461)	(1,625,199)	-23.54%	500,262	(2,726,957)
	<u>(100,008,654)</u>	<u>(100,058,654)</u>	<u>(26,816,536)</u>	<u>(22,312,019)</u>		<u>4,503,910</u>	<u>(89,178,764)</u>
	1,321,653	1,271,653	28,166,381	39,960,514			7,150,180
Non Operating Grants, Subsidies &							
Contributions	6,603,990	6,603,990	2,773,853	803,131	-71.05%	(1,970,722)	14,696,422
Profit on Asset Disposal	1,200	1,200	1,200	-	-100.00%	-	134,365
(Loss) on Asset Disposal	(272,783)	(272,783)	(28,000)	0	-100.00%	-	(1,674,523)
Asset Accounting Change Reg 17A	0	0	0	0	-	-	(290,670)
Fair value adjustments to financial assets at fair value through profit or loss	0	0	0	0	-	-	122,620
Fair value adjustments to investment property	0	0	0	0	-	-	1,745,200
(Loss) on revaluation of Furniture/Equipment	0	0	0	0	-	-	(20,173)
<b>Net Result</b>	<u>7,654,060</u>	<u>7,604,060</u>	<u>30,913,434</u>	<u>40,763,645</u>			<u>21,863,421</u>
<b>Other Comprehensive Income</b>							
<i>Items that will not be reclassified subsequently to profit or loss</i>							
Changes in asset revaluation surplus	0	0	0	0	0.00%	-	157,537
<b>Total other comprehensive income</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>-</u>	<u>157,537</u>
<b>Total Comprehensive Income</b>	<u><u>7,654,060</u></u>	<u><u>7,604,060</u></u>	<u><u>30,913,434</u></u>	<u><u>40,763,645</u></u>			<u><u>22,020,958</u></u>

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

### Variance Commentary by Nature & Type

Revenues from Operations	Material Variance		Significant Items	
Fees and Charges	28.32%	2,561,548	1,130,272	▲ Recreation facilities - No income allocated for September as per COVID-19 budget conditions. However, facilities opened earlier than anticipated
			552,870	▲ Commercial, contaminated and liquid waste disposal fees - actual income more than predicted - addressed in November budget review
			800,687	▲ Karratha Airport revenue - Aviation and Recoverables - Increased number of flights and passengers post COVID-19 impact, greater than anticipated
			107,218	▲ Lease revenue received from Optus and Telstra - no budget allocated - addressed in November budget review.
			<b>2,591,048</b>	<b>▲ Positive Variance</b>
Operating Grants, Subsidies and Contributions	133.56%	3,081,136	2,450,378	▲ Contribution from Pilbara Iron Company towards operational management of Wickham Recreation Precinct - received earlier than anticipated - timing
			2,399,691	▲ Reimbursement from DRFAWA for TC Damien - Timing of payment was uncertain at time of budget
			<b>4,850,069</b>	<b>▲ Positive Variance</b>
			(1,007,368)	▼ Contribution from Rio Tinto towards COVID-19 assistance - Timing of debtor invoice
			(496,200)	▼ Contribution from Rio Tinto for Arts Development, The Base & Community Safety - Timing and re-cashflowed as part of November budget review
			(90,000)	▼ NAIDOC - Sponsorship agreements subject to being signed and event has been postponed to November
			<b>(1,593,568)</b>	<b>▼ Negative Variance</b>
			<b>3,256,501</b>	<b>▲ Net Positive Variance</b>
Interest Earned	-13.84%	(52,435)	(59,295)	▼ Rates - Penalty interest to be amended at November budget review to reflect extended due date to 10th November 2020
All Other Revenue	625.10%	1,138,755	800,000	▲ Insurance claim from LGIS relating to TC Damien - 1st and 2nd interim payment received earlier than anticipated
			164,370	▲ Insurance reimbursement for truck and plant - addressed in November budget review
			51,185	▲ Ranger services - Income greater than budget due to high number of infringements issued for abandoned shopping trolleys
			<b>1,015,556</b>	<b>▲ Positive Variance</b>
Expenses from Operations	Material Variance		Significant Items	
Materials and Contracts	-35.90%	3,001,452	431,969	▲ Street sweeping, general waste & recycling collection - timing of works completed against budget
			408,588	▲ Roebourne Heritage Precinct - Timing of works completed against budget - Will be adjusted at November budget review.
			283,837	▲ Ovals & hardcourts - various minor variances relating to materials & contracts - timing of works completed against budget
			250,199	▲ Landfill operations - Reshaping of Cell 0 commenced in October - timing
			242,354	▲ Roundabout Maintenance - Project delayed - Cashflow adjusted at November budget review to reflect changes in project timeline
			205,946	▲ Cossack Art Awards - Actual expenses less than anticipated - Addressed at November budget review.
			150,028	▲ Inter regional air travel - Government funding for Avair has been extended to March. Adjustments have been made at November budget review.
			149,214	▲ Rec & Culture - Parks & Gardens - Minor variances relating to materials & contracts - timing of works completed against budget
			142,115	▲ Housing Investment Strategy deferred, to be reforecast at November budget review
			99,467	▲ Tourism development - Variance due to Ganallii Centre contract payment has not yet been made. Quarterly contract management meeting held in September and documentation and payment are currently being finalised for processing.
			99,364	▲ NAIDOC Week - Event postponed to November
			98,476	▲ Wickham Recreation - Oval and Hardcourt maintenance - Timing of works completed against budget
			82,118	▲ Street Tree Maintenance - Timing of works completed against budget
			81,884	▲ Karratha Leisureplex - Maintenance & operating costs - Timing of works completed against budget
			71,762	▲ Karratha Golf Course & Bowling Green facility - timing of works completed against budget
			66,022	▲ Place branding - Delayed start to campaign compared to years 1 & 2.
			63,895	▲ Dampier town planning project - project delivery delayed. Anticipate completion by December
			60,136	▲ Town Centre Maintenance - Staff directed to other program
			60,000	▲ Karratha Cycling Hub - Variance due to reduced scope of detailed design to concept design. Project completed in October. Addressed in November budget review.
			58,496	▲ Waste water treatment project - Membrane delivery due by end of October - Cashflow addressed in November budget review
			52,750	▲ Karratha Airport - Terminal building - Sanitation - Timing of works completed against budget
			50,000	▲ Community Programs - Medical Services - No uptake of program from Local Health Service Providers. Uptake contingent upon successful recruiting of eligible Professionals by Health Service Providers.
			<b>3,208,619</b>	<b>▲ Positive Variance</b>

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

Expenses from Operations		Material Variance		Significant Items	
Materials and Contracts			(372,034)	▼	TC Damien remediation works - Actual costs are higher than anticipated due to widespread damage.
			(427,510)	▼	Wickham Aquatic Centre - Pool refurbishment - Contractor payment processed earlier than anticipated. Cashflow was adjusted at Nov Budget review in line with updated delivery dates.
			(56,703)	▼	Arts Development - Programming commenced earlier than anticipated
			<b>(856,246)</b>	▼	<b>Negative Variance</b>
			<b>2,352,373</b>	▲	<b>Net Positive Variance</b>
Utilities	-21.67%	319,813	306,295	▲	Karratha Airport - Power & utility recoverables - Adjustments made on the cashflow to match the timing of invoices which are sent the month after.
Other Expenses	-23.54%	500,262	1,037,067	▲	Community grants - COVID-19 Response - Timing
			<b>1,037,067</b>	▲	<b>Positive Variance</b>
			(151,853)	▼	Contribution to the Quarter Hotel - No budget allocated - Will be amended in November budget review.
			(97,430)	▼	The Quarter Building - Actual costs higher than average budgeted monthly expenditure due to Rates being invoiced at the beginning of the year - Timing
			(85,881)	▼	Community Engagement Large Grants - Timing of grants processed against budget
			(80,013)	▼	Economic Development Projects - Timing
			<b>(415,177)</b>	▼	<b>Negative Variance</b>
			<b>621,890</b>	▲	<b>Net Positive Variance</b>
Non Operating Revenue		Material Variance		Significant Items	
Non Operating Grants, Subsidies & Contributions	-71.05%	(1,970,722)	(859,416)	▼	Kevin Richards Memorial Oval - Transfer of funds from Trust - Timing of development of KRMO project
			(581,889)	▼	Grant funding - Roads to Recovery, Road projects and Government grants - Timing
			(540,000)	▼	Contributions - Red Earth Arts Precinct - Milestone payment received in 2019/20. Cashflow adjusted at November budget review
			<b>(1,981,305)</b>	▼	<b>Negative Variance</b>

**City of Karratha**  
**Statement of Financial Activity**  
 for the period ending 30 September 2020

	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	Material Variance >=10%	\$50,000 or more	Impact on Surplus
	\$	\$	\$	\$	%	\$	
<b>Operating</b>							
<b>Revenues (Sources)</b>							
General Purpose Funding	48,598,000	48,598,000	44,369,646	44,626,766	-	257,120	↑
Governance	1,092,924	1,092,924	1,020,880	45,536	-95.54%	(975,344)	↓
Law, Order And Public Safety	590,401	590,401	168,713	121,600	-27.92%	-	
Health	158,542	158,542	48,270	55,378	14.73%	-	
Education and Welfare	78,000	78,000	19,500	21,664	11.10%	-	
Housing	997,756	997,756	263,572	286,379	-	-	
Community Amenities	10,463,981	10,463,981	5,079,625	5,677,231	11.76%	597,606	↑
Recreation And Culture	19,897,001	19,897,001	2,206,492	3,807,881	72.58%	1,601,389	↑
Transport	25,216,558	25,216,558	4,199,680	7,927,531	88.77%	3,727,851	↑
Economic Services	543,350	543,350	285,600	264,650	-	-	
Other Property And Services	298,984	298,984	95,992	241,051	151.12%	145,059	↑
	107,935,497	107,935,497	57,757,970	63,075,664	-	5,353,681	
<b>Expenses (Applications)</b>							
General Purpose Funding	(1,465,341)	(1,465,341)	(393,697)	(799,147)	102.99%	(405,450)	↓
Governance	(3,491,541)	(3,491,541)	(2,046,066)	(697,146)	-65.93%	1,348,920	↑
Law, Order And Public Safety	(1,496,808)	(1,546,808)	(399,259)	(307,091)	-23.08%	92,168	↑
Health	(1,152,792)	(1,152,792)	(297,927)	(248,466)	-16.60%	-	
Education and Welfare	(178,845)	(178,845)	(49,078)	(43,573)	-11.22%	-	
Housing	(992,084)	(992,084)	(315,057)	(293,852)	-	-	
Community Amenities	(19,721,497)	(19,721,497)	(5,125,397)	(3,551,792)	-30.70%	1,573,605	↑
Recreation And Culture	(43,923,311)	(43,923,311)	(11,070,184)	(9,157,707)	-17.28%	1,912,477	↑
Transport	(25,501,532)	(25,501,532)	(6,411,784)	(6,157,632)	-	254,152	↑
Economic Services	(2,841,278)	(2,841,278)	(791,282)	(385,422)	-51.29%	405,860	↑
Other Property And Services	483,592	483,592	55,195	(670,191)	-1314.22%	(725,386)	↓
	(100,281,437)	(100,331,437)	(26,844,536)	(22,312,019)	-16.88%	4,456,346	
<b>NON OPERATING</b>							
<b>Revenue</b>							
Proceeds From Disposal Of Assets	1,028,200	1,028,200	367,700	298,040	-18.94%	(69,660)	↓
Tsf From Infrastructure Reserve	11,477,919	11,477,919	3,468,888	482,158	-86.10%	(2,986,730)	↓
Tsf From Partnership Reserve	7,057,767	7,057,767	0	0	-	-	
Tsf From Waste Management Reserve	1,554,157	1,554,157	0	0	-	-	
Tsf From Community Development Reserve	452,400	452,400	0	0	-	-	
Tsf From Carry Forward Budget Reserve	152,853	152,853	0	0	-	-	
Tsf From Restricted Funds Reserve	1,370,000	1,370,000	550,000	0	-100.00%	(550,000)	↓
Tsf From Economic Development Reserve	487,297	487,297	0	0	-	-	
Proceeds from Self-supporting loans	85,520	85,520	0	22,997	-	-	
	23,666,113	23,666,113	4,386,588	803,195	-81.69%	(3,606,390)	
<b>Expenses</b>							
Purchase Of Assets - Land	(3,000,000)	(3,000,000)	0	0	-	-	
Purchase Of Assets - Artwork	(663,349)	(663,349)	(273,377)	(23,000)	-91.59%	250,377	↑
Purchase Of Assets - Buildings	(2,277,630)	(2,277,630)	(669,630)	(215,961)	-67.75%	453,669	↑
Purchase Of Assets - Equipment	(2,658,045)	(2,658,045)	(664,545)	(603,407)	-	61,138	↑
Purchase Of Assets - Furniture & Equipment	(2,899,491)	(2,899,491)	(526,000)	(168,578)	-67.95%	357,422	↑
Purchase Of Assets - Plant	(4,374,159)	(4,374,159)	(2,231,159)	(2,112,481)	-	118,678	↑
Purchase Of Assets - Infrastructure	(20,926,361)	(20,926,361)	(4,937,791)	(3,057,253)	-38.08%	1,880,538	↑
Purchase Land Held for Resale	(150,000)	(150,000)	0	0	-	-	
Purchase Investment Property	(125,100)	(125,100)	(125,100)	(70,080)	-43.98%	55,020	↑
Repayment of Debentures	(85,520)	(85,520)	0	0	-	-	
Advances to Community Groups	(3,246,000)	(3,246,000)	(2,900,000)	(350,000)	-87.93%	2,550,000	↑
Tsf To Aerodrome Reserve	(167,107)	(167,107)	(15,153)	(8,931)	-41.06%	-	
Tsf To Dampier Drainage Reserve	(116)	(116)	(29)	(30)	-	-	
Tsf To Plant Replacement Reserve	(1,362)	(1,362)	(344)	(2,227)	547.38%	-	
Tsf To Walkington Theatre Reserve	(348)	(348)	(88)	(91)	-	-	
Tsf To Workers Compensation Reserve	(4,125)	(4,125)	(1,043)	(1,076)	-	-	
Tsf To Infrastructure Reserve	(4,476,620)	(4,476,620)	(609,340)	(57,327)	-90.59%	552,013	↑
Tsf To Partnership Reserve	(9,910,308)	(9,910,308)	(17,792)	(23,901)	34.34%	-	
Tsf To Waste Management Reserve	(207,572)	(207,572)	(52,528)	(55,110)	-	-	
Tsf To Mosquito Control Reserve	(105)	(105)	(27)	(27)	-	-	
Tsf To Employee Entitlements Reserve	(53,631)	(53,631)	(13,572)	(13,943)	-	-	
Tsf To Community Development Reserve	(9,580)	(9,580)	(2,424)	(2,500)	-	-	
Tsf To Medical Services Assistance Package Reserve	(4,246)	(4,246)	(1,075)	(1,109)	-	-	
Tsf To Economic Development Reserve	(13,902)	(13,902)	(3,518)	(3,628)	-	-	
	(55,254,677)	(55,254,677)	(13,044,535)	(6,770,660)	-48.10%	6,278,855	



**City of Karratha**  
**Statement of Financial Activity**  
 for the period ending 30 September 2020

	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	Material Variance >=10%	\$50,000 or more
	\$	\$	\$	\$	%	\$
<b>Adjustment For Non Cash Items</b>						
Depreciation	18,594,262	18,594,262	4,684,927	4,264,288	-	(420,639)
Movement in Accrued Interest	-	-	-	(607)	-	-
Movement in Accrued Salaries & Wages	-	-	-	(441,947)	-	(441,947)
(Profit) / Loss On Disposal Of Assets	271,583	271,583	26,800	0	-100.00%	-
	<b>18,865,845</b>	<b>18,865,845</b>	<b>4,711,727</b>	<b>3,821,734</b>		<b>(889,993)</b>
<b>Restricted Surplus/(Deficit) B/Fwd 1 July</b>	<b>452,483</b>	<b>452,483</b>	<b>452,483</b>	<b>452,483</b>		
<b>Unrestricted Surplus/(Deficit) B/Fwd 1 July</b>	<b>5,048,682</b>	<b>5,048,682</b>	<b>5,048,682</b>	<b>5,048,682</b>		
<b>Restricted Surplus/(Deficit) C/Fwd</b>	<b>298,823</b>	<b>298,823</b>	<b>298,823</b>	<b>298,823</b>		
<b>Surplus / (Deficit)</b>	<b>133,683</b>	<b>83,683</b>	<b>32,169,556</b>	<b>43,820,256</b>		<b>11,650,700</b>

**Variance Commentary by Program**

In accordance with the materiality threshold adopted by Council for the reporting of variances by program in the Statement of Financial Activity, the following comments provide an explanation of these variances.

Revenues from Operations	Material Variance		Significant Items
Governance	-95.54%	(975,344)	(1,007,368) ▼ Contribution from Rio Tinto towards COVID-19 assistance - Timing of debtor invoice
Community Amenities	11.76%	597,606	552,870 ▲ Commercial, contaminated and liquid waste disposal fees - actual income more than predicted - addressed in November budget review
Recreation and Culture	72.58%	1,601,389	2,450,378 ▲ Contribution from Pilbara Iron Company towards operational management of Wickham Recreation Precinct - received earlier than anticipated - timing
			1,130,272 ▲ Recreation facilities - No income allocated for September as per COVID-19 budget conditions. However, facilities opened earlier than anticipated
			107,218 ▲ Lease revenue received from Optus and Telstra - no budget allocated - addressed in November budget review.
			<b>3,687,868 ▲ Positive Variance</b>
			(859,416) ▼ Kevin Richards Memorial Oval - Transfer of funds from Trust - Timing of development of KRMO project
			(540,000) ▼ Contributions - Red Earth Arts Precinct - Milestone payment received in 2019/20. Cashflow adjusted at November budget review
			(390,000) ▼ Arts Development & The Base Income - Contribution from Rio Tinto - timing and re-cashflowed as part of November budget review
			(90,000) ▼ NAIDOC - Sponsorship agreements subject to being signed and event has been postponed to November
			<b>(1,879,416) ▼ Negative Variance</b>
			<b>1,808,452 ▲ Net Positive Variance</b>
Transport	88.77%	3,727,851	3,201,224 ▲ TC Damien Reimbursement from LGIS and DRFAWA - Timing of payment was uncertain at time of budget
			800,687 ▲ Karratha Airport Revenue - Aviation and Recoverables - Increased number of flights and passengers post COVID impact, greater than anticipated
			164,370 ▲ Insurance reimbursement for truck and plant - addressed in November budget review
			<b>4,166,281 ▲ Positive Variance</b>
			(581,889) ▼ Grant funding - Roads to Recovery, Road projects and Government grants - Timing
			<b>(581,889) ▼ Negative Variance</b>
			<b>3,584,392 ▲ Net Positive Variance</b>
Other Property and Services	151.12%	145,059	63,550 ▲ Proceeds from sale of plant - Timing

**Variance Commentary by Program (continuation)**

Expenses from Operations	Material Variance		Significant Items			
General Purpose Funding	102.99%	(405,450)	(268,635)	▼ The Quarter Building - Operating and Carpark Management Expenses - Actual costs higher than average budgeted monthly expenditure due to Rates & Body Corporate Fees - invoiced at the beginning of the year - Timing		
			(151,853)	▼ Contribution to the Quarter Hotel - No budget allocated - Will be amended in November budget review.		
			<b>(420,488)</b>	<b>▼ Negative Variance</b>		
Governance	-65.93%	1,348,920	1,037,067	▲ Community grants - COVID-19 Response - Timing		
			142,115	▲ Housing Investment Strategy deferred, to be reforecast at November budget review		
			<b>1,179,182</b>	<b>▲ Positive Variance</b>		
			(73,456)	▼ IT Software expenses - Subscription rate increases, timing of software licenses and increase of users due to COVID-19 initiatives/response		
			<b>(73,456)</b>	<b>▼ Negative Variance</b>		
			<b>1,105,726</b>	<b>▲ Net Positive Variance</b>		
Law, Order and Public Safety	-23.08%	92,168	92,168	▲ Various minor variances relating to Community Safety, Emergency and Ranger Services - Timing of works completed against budget		
Community Amenities	-30.70%	1,573,605	710,800	▲ Landfill operations - reshaping of Cell 0 commenced in October - timing		
			431,969	▲ Street sweeping, general waste & recycling collection - timing of works completed against budget		
			150,028	▲ Inter regional air travel - Government funding for Avair has been extended to March. Adjustments have been made at November budget review.		
			66,022	▲ Place branding - Delayed start to campaign compared to years 1 & 2.		
			<b>1,358,819</b>	<b>▲ Positive Variance</b>		
Recreation and Culture	-17.28%	1,912,477	551,069	▲ Rec & Culture - Employment costs - actual less than budget - Winter period results in less aquatic/staff hours and timing of recruitment of positions		
			408,588	▲ Roebourne Heritage Precinct - Timing of works completed against budget - Adjusted at November budget review.		
			283,837	▲ Ovals & hardcourts - Various minor variances relating to materials & contracts - Timing of works completed against budget		
			205,946	▲ Cossack Art Awards - Actual expenses less than anticipated - Addressed at November budget review.		
			149,214	▲ Rec & Culture - Parks & Gardens - Minor variances relating to materials & contracts - timing of works completed against budget		
			99,364	▲ NAIDOC Week - Event postponed to November		
			98,476	▲ Wickham Recreation - Oval and Hardcourt maintenance - Timing of works completed against budget		
			95,255	▲ Minor variances relating to utility charges - Timing		
			81,884	▲ Karratha Leisureplex - Maintenance & operating costs - Timing of works completed against budget		
			71,762	▲ Karratha Golf Course & Bowling Green - Timing of works completed against budget		
			68,780	▲ Windy Ridge Oval - Works have not commenced yet - Timing of land transfer from Rio Tinto to the City		
			63,895	▲ Dampier town planning project - Project delivery delayed. Anticipate completion by December		
			60,000	▲ Karratha Cycling Hub - Variance due to reduced scope of detailed design to concept design. Project completed in October. Addressed in November budget review.		
			55,725	▲ Cattrall Park - Delay in project program - Works to commence in November		
			54,699	▲ REAP - Sanitation - Underspent in salaries, overheads and materials - addressed in November budget review		
					<b>2,348,494</b>	<b>▲ Positive Variance</b>
					(427,510)	▼ Wickham Aquatic Centre - Pool refurbishment - Contractor payment processed earlier than anticipated. Cashflow adjusted at Nov budget review in line with updated timeline.
		(85,881)	▼ Community Engagement Large Grants - Timing of grants processed against budget			
		(61,199)	▼ Town beautification - Karratha open spaces & reserves - overspent due to the rain event requiring additional slashing and spraying			
		(56,703)	▼ Arts Development - Programming commenced earlier than anticipated			
		<b>(631,293)</b>	<b>▼ Negative Variance</b>			
			<b>1,717,201</b>	<b>▲ Net Positive Variance</b>		
Other Property and Services	-1314.22%	(725,386)	305,389	▲ Depreciation - Vehicles & Plant - Timing - Awaiting sign off of 2019/20 Annuals		
			305,389	▲ Positive Variance		
			(1,089,429)	▼ Costs allocated to functions - less than budget - timing of overheads & ABC allocations. These are noncash transactions and have no impact on the surplus		
			<b>(1,089,429)</b>	<b>▼ Negative Variance</b>		
			<b>(784,040)</b>	<b>▼ Net Negative Variance</b>		



**Variance Commentary by Program (continuation)**

<b>Non Operating Revenue</b>				
Proceeds from Disposal of Assets	-18.94%	(69,660)	(69,660)	▼ Proceeds from disposal of assets - Timing of plant disposals
Tsf from Infrastructure Reserve	-86.10%	(2,986,730)	(2,550,000)	▼ Loan to Scope Property Group delayed. First disbursement of \$350k occurred in August
			(242,287)	▼ Works - Roads & Streets - Transfer completed in October - Timing
			(163,708)	▼ Town Beautification - Reserve funding deferred as roundabout project expenditure delayed until October/November
			<b>(2,955,995)</b>	<b>▼ Negative Variance</b>
Tsf from Restricted Funds Reserve	-100.00%	(550,000)	(550,000)	▼ Transfer completed in October - Timing
<b>Non Operating Expenses</b>		<b>Material Variance</b>		<b>Significant Items</b>
Purchase of Assets - Artwork	-91.59%	250,377	273,377	▲ Purchase of Assets - Artwork - 2D Artwork at Walgu Park - Timing of works completed against budget
Purchase of Assets - Building	-67.75%	453,669	149,718	▲ Capital buildings - TC Damien - Timing of works completed against budget
			136,730	▲ Refit of Roebourne One-Stop-Shop - Timing of works completed against budget
			70,000	▲ Energy efficiency/system improvements to Admin airconditioning system - Timing of works completed against budget
			50,000	▲ Dampier Pavilion - Solar installation project delays due to cyclone repairs
			50,000	▲ The Youth Shed - Design component of project delivery delayed - Anticipated completion by November
			<b>456,448</b>	<b>▲ Positive Variance</b>
Purchase of Assets - Furniture & Equipment	-67.95%	357,422	340,770	▲ Software and hardware initiatives - Point-to-point, CCTV, BMS, Admin alarm projects all underway, ERP tender evaluation in progress
Purchase of Assets - Infrastructure	-38.08%	1,880,538	786,250	▲ Roads & Streets - Works completed/undertaken in October - Timing - Welcome Rd, Orkney Rd, Wotherspoon Rd, Searipple Rd, Maitland, Crane Circle, Millstream, Bayview
			706,796	▲ Andover Park Redevelopment - Timing - Cash flow adjusted at November budget review to reflect changes in project timeline
			318,240	▲ TC Damien capital works - Timing - Cash flow adjusted at November budget review to reflect changes in project timeline
			187,468	▲ Harding Way and Cossack St - Works have been postponed for this year
			182,076	▲ Johns Creek Boat Ramp - Timing - Cash flow adjusted at November budget review to reflect changes in project timeline
			151,000	▲ Delays in procuring of electronic scoreboards for KRMO & Bulgarra. Anticipate works for synthetic sport surface replacements by December
			143,515	▲ Hampton oval - Project commencement has been delayed. Cashflow was adjusted at Nov Budget review in line with updated delivery dates.
			99,170	▲ Gravel Resheeting - 40 Mile & Cleaverville Roads - Timing of works completed against budget
			67,776	▲ Karratha Leisureplex - Timing - Updated cashflow addressed at November budget review.
			60,000	▲ CBD Bus Shelter - Timing - Works to start in February
			51,250	▲ Karratha Airport - Landscaping upgrade - Commencement timing - Cashflow adjusted at November budget review
			<b>2,753,541</b>	<b>▲ Positive Variance</b>
			(857,966)	▼ Karratha Airport Bayly Ave Rd Works - Timing - Cashflow reviewed and adjusted at November budget review
			(344,023)	▼ Footpaths & bike paths - Programme brought forward for delivery
			<b>(1,201,989)</b>	<b>▼ Negative Variance</b>
			<b>1,551,552</b>	<b>▲ Net Positive Variance</b>
Purchase of Investment Property	-43.98%	55,020	55,020	▲ The Quarter - Gas supply upgrade delayed pending confirmation of new leases.
Advances to Community Groups	-87.93%	2,550,000	2,550,000	▲ Loan to Scope Property Group delayed. First disbursement of \$350k occurred in August
Tsf to Infrastructure Reserve	-90.59%	552,013	552,013	▲ Timing of transfer

**City of Karratha**  
**Net Current Funding Position**  
 for the period ending 30 September 2020

	Year to Date Actual	Brought Forward
Note	30/09/2020	1/07/2020
	\$	\$
<b>Current Assets</b>		
Cash and Cash Equivalents - Unrestricted	27,398,476	832,745
Cash and Cash Equivalents - Restricted - Reserves	67,194,344	67,506,600
Trade and Other Receivables	1 23,910,179	10,884,761
Inventories	399,248	488,469
Total Current Assets	<u>118,902,247</u>	<u>79,712,575</u>
<b>Current Liabilities</b>		
Trade and Other Payables	6,959,711	6,391,127
Current Portion of Long Term Borrowings	85,520	85,520
Contract Liabilities	1,965,518	2,134,876
Current Portion of Provisions	4,618,608	4,618,608
Total Current Liabilities	<u>13,629,358</u>	<u>13,230,131</u>
<b>Net Current Assets</b>	<u>105,272,889</u>	<u>66,482,444</u>
<b>Less</b>		
Cash and Cash Equivalents - Restricted - Reserves	(67,194,344)	(67,506,600)
Loan repayments from institutions	(22,997)	16,132
Movement in Accruals (Non Cash)	(442,554)	(441,947)
<b>Add back</b>		
Current Loan Liability	85,520	85,520
Cash Backed Employee Provisions	5,088,960	5,075,017
Current Provisions funded through salaries budget	1,032,781	(526,134)
<b>Net Current Asset Position</b>	<u><u>43,820,256</u></u>	<u><u>3,184,431</u></u>
1) Note Explanation:		
Rates Debtors	13,170,324	2,990,652
Trade & Other Receivables	10,739,855	7,894,109
Total Trade and Other Receivables	<u>23,910,179</u>	<u>10,884,761</u>

**City of Karratha**  
**Statement of Financial Position**  
**As at 30 September 2020**

	2020/21	2019/20
	\$	\$
<b>Current Assets</b>		
Cash On Hand	12,078	12,045
Cash and Cash Equivalents - Unrestricted	27,386,398	820,700
Cash and Cash Equivalents - Restricted (Reserves)	67,194,344	67,506,600
Trade and Other Receivables	23,910,179	10,884,761
Inventories	399,248	488,469
<b>Total Current Assets</b>	<u>118,902,247</u>	<u>79,712,575</u>
<b>Non Current Assets</b>		
Trade and Other Receivables	215,822	215,822
Property, Plant and Equipment	253,083,435	250,848,730
Infrastructure	412,314,682	412,664,268
Intangible Assets	13,846,825	13,846,825
Investment Property	25,812,636	25,724,556
Inventories	488,358	488,358
Contract Assets	5,134,042	5,134,042
<b>Total Non Current Assets</b>	<u>710,895,800</u>	<u>708,922,600</u>
<b>Total Assets</b>	<u>829,798,047</u>	<u>788,635,175</u>
<b>Current Liabilities</b>		
Trade and Other Payables	6,959,712	6,391,127
Long Term Borrowings	85,520	85,520
Contract Liabilities	1,965,518	2,134,876
Provisions	4,618,608	4,618,608
<b>Total Current Liabilities</b>	<u>13,629,358</u>	<u>13,230,131</u>
<b>Non Current Liabilities</b>		
Long Term Borrowings	177,494	177,494
Contract Liabilities	12,847	12,847
Provisions	14,303,905	14,303,905
<b>Total Non Current Liabilities</b>	<u>14,494,246</u>	<u>14,494,246</u>
<b>Total Liabilities</b>	<u>28,123,604</u>	<u>27,724,377</u>
<b>Net Assets</b>	<u>801,674,443</u>	<u>760,910,798</u>
<b>Equity</b>		
Accumulated Surplus	498,458,849	457,382,948
Revaluation Surplus	236,021,247	236,021,247
Reserves	67,194,347	67,506,603
<b>Total Equity</b>	<u>801,674,443</u>	<u>760,910,798</u>

**City of Karratha**  
**Cash & Cash Equivalents**  
for the period ending 30 September 2020

	\$
<b>Unrestricted Cash</b>	
Cash On Hand	12,078
Westpac at call	7,374,743
Term deposits	20,011,655
	<u>27,398,476</u>
<b>Restricted Cash</b>	
Reserve Funds	67,194,344
Restricted Unspent Grants	0
	<u>67,194,344</u>
<b>Total Cash</b>	<u><u>94,592,820</u></u>

**City of Karratha**  
**Statement of Financial Activity By Divisions**  
for the period ending 30 September 2020

	2020/21 Original Budget	2020/21 Amended Budget	2020/21 YTD Budget	2020/21 Actual to Date
	\$	\$	\$	\$
<b>EXECUTIVE SERVICES</b>				
Net (Cost) to Council for Members of Council	275,241	275,241	832,596	(164,375)
Net (Cost) to Council for Executive Admin	(899,932)	(899,932)	(328,705)	(174,842)
<b>TOTAL EXECUTIVE SERVICES</b>	<b>(624,691)</b>	<b>(624,691)</b>	<b>503,891</b>	<b>(339,217)</b>
<b>CORPORATE SERVICES</b>				
Net (Cost) to Council for Rates	43,802,174	43,802,174	43,300,385	43,501,033
Net (Cost) to Council for General Revenue	(2,241,325)	(2,241,325)	(1,788,377)	(71,795)
Net (Cost) to Council for Financial Services	(2,737,110)	(2,737,110)	(759,527)	(669,619)
Net (Cost) to Council for Corporate Services Admin	13,797,129	13,797,129	5,367,204	2,699,847
Net (Cost) to Council for Human Resources	(2,056,550)	(2,056,550)	(520,064)	(592,439)
Net (Cost) to Council for Governance & Organisational Strategy	(1,222,325)	(1,222,325)	(326,312)	(305,240)
Net (Cost) to Council for Information Services	(5,007,371)	(5,007,371)	(1,263,634)	(938,816)
Net (Cost) to Council for Television & Radio Services	(3,955)	(3,955)	(394)	(507)
Net (Cost) to Council for Staff Housing	(103,435)	(103,435)	(128,158)	(140,712)
Net (Cost) to Council for Public Affairs	(1,512,788)	(1,512,788)	(281,802)	(160,002)
<b>TOTAL CORPORATE SERVICES</b>	<b>42,714,444</b>	<b>42,714,444</b>	<b>43,599,321</b>	<b>43,321,750</b>
<b>COMMUNITY SERVICES</b>				
Net (Cost) to Council for Arts Development & Events	(3,057,232)	(3,057,232)	(965,436)	(791,821)
Net (Cost) to Council for Child Health Clinics	(30,466)	(30,466)	(4,883)	(5,760)
Net (Cost) to Council for Club Development	(73,070)	(73,070)	(39,099)	(29,286)
Net (Cost) to Council for Community Engagement	(936,790)	(936,790)	(197,938)	(208,980)
Net (Cost) to Council for Community Grants	(1,382,045)	(1,382,045)	(1,178,000)	(277,503)
Net (Cost) to Council for Community Programs	(255,761)	(255,761)	(61,013)	(12,475)
Net (Cost) to Council for Community Safety	(59,995)	(109,995)	44,203	(25,664)
Net (Cost) to Council for Dampier Community Hub	551,870	551,870	(103,452)	(73,118)
Net (Cost) to Council for Daycare Centres	(181,849)	(181,849)	(30,597)	3,060
Net (Cost) to Council for Indoor Play Centre	(185,907)	(185,907)	(117,757)	(9,582)
Net (Cost) to Council for Karratha Bowling & Golf	(708,427)	(708,427)	(162,725)	(98,171)
Net (Cost) to Council for Karratha Leisureplex	(5,221,659)	(5,221,659)	(1,890,366)	(913,132)
Net (Cost) to Council for Library Services	(1,694,035)	(1,694,035)	(456,991)	(443,316)
Net (Cost) to Council for Liveability	139,704	139,704	(397,719)	(216,312)
Net (Cost) to Council for Local History	(206,664)	(206,664)	(52,867)	(42,717)
Net (Cost) to Council for Other Buildings	(54,578)	(54,578)	2,227	93,784
Net (Cost) to Council for Ovals & Hardcourts	(2,627,307)	(2,627,307)	(309,208)	(534,237)
Net (Cost) to Council for Pam Buchanan Community Hub	(192,566)	(192,566)	(83,175)	(27,390)
Net (Cost) to Council for Partnerships	3,091,574	3,091,574	(37,024)	(19,570)
Net (Cost) to Council for Pavilions & Halls	(643,103)	(643,103)	(161,899)	(65,286)
Net (Cost) to Council for Red Earth Arts Precinct	(2,904,161)	(2,904,161)	(917,421)	(632,421)
Net (Cost) to Council for Roebourne Aquatic Centre	(329,347)	(329,347)	(113,796)	(83,388)
Net (Cost) to Council for The Base	(425,000)	(425,000)	(34,629)	(175,167)
Net (Cost) to Council for The Youth Shed	(1,388,122)	(1,388,122)	(316,680)	(277,944)
Net (Cost) to Council for Wickham Community Hub	(151,946)	(151,946)	(118,629)	(73,190)
Net (Cost) to Council for Wickham Recreation Precinct	(2,789,131)	(2,789,131)	(603,763)	1,618,522
Net (Cost) to Council for Youth Services	100,350	100,350	29,117	(9,943)
<b>TOTAL COMMUNITY SERVICES</b>	<b>(21,615,663)</b>	<b>(21,665,663)</b>	<b>(8,279,520)</b>	<b>(3,331,007)</b>



**City of Karratha**  
**Statement of Financial Activity by Divisions**  
 for the period ending 30 September 2020

	2020/21 Original Budget \$	2020/21 Amended Budget \$	2020/21 YTD Budget \$	2020/21 Actual to Date \$
<b>DEVELOPMENT &amp; APPROVALS/COMPLIANCE</b>				
Net (Cost) to Council for Building Services	(249,977)	(249,977)	(35,475)	(3,680)
Net (Cost) to Council for Camping Grounds	80,267	80,267	84,774	114,271
Net (Cost) to Council for Cossack Operations	(237,105)	(237,105)	(64,295)	(73)
Net (Cost) to Council for Development Services	(12,500)	(12,500)	(2,141)	(3,503)
Net (Cost) to Council for Economic Development	(3,306,987)	(3,306,987)	(1,273,143)	(958,930)
Net (Cost) to Council for Emergency Services	(26,470)	(26,470)	(15,361)	(23,483)
Net (Cost) to Council for Health Services	(718,068)	(718,068)	(201,922)	(171,216)
Net (Cost) to Council for Karratha Tourism & Visitor Centre	(488,820)	(488,820)	(122,036)	(130,888)
Net (Cost) to Council for Ranger Services	(1,046,354)	(1,046,354)	(293,554)	(269,514)
Net (Cost) to Council for Approvals & Compliance	(114,000)	(114,000)	(30,000)	(1,530)
Net (Cost) to Council for Tourism/Visitors Centres	(261,500)	(261,500)	(100,000)	(533)
Net (Cost) to Council for Town Planning	(1,457,850)	(1,457,850)	(398,640)	(341,259)
<b>TOTAL DEVELOPMENT &amp; APPROVALS/COMPLIANCE</b>	<b>(7,839,364)</b>	<b>(7,839,364)</b>	<b>(2,451,793)</b>	<b>(1,790,338)</b>
<b>INFRASTRUCTURE SERVICES</b>				
Net (Cost) to Council for Beaches, Boat Ramps, Jetties	(1,504,206)	(1,504,206)	(569,189)	(232,891)
Net (Cost) to Council for Bus Shelters	(160,500)	(160,500)	(60,000)	0
Net (Cost) to Council for Cemeteries	(215,151)	(215,151)	(42,803)	(43,813)
Net (Cost) to Council for Depots	(987,138)	(987,138)	(232,923)	(224,377)
Net (Cost) to Council for Disaster Preparation & Recovery	(75,000)	(75,000)	(75,000)	(471,093)
Net (Cost) to Council for Drainage	(1,407,450)	(1,407,450)	0	(46,958)
Net (Cost) to Council for Effluent Re-Use Scheme	(25,640)	(25,640)	(9,436)	(3,802)
Net (Cost) to Council for Fleet & Plant	981,596	981,596	186,289	178,576
Net (Cost) to Council for Footpaths & Bike Paths	(734,072)	(734,072)	(152,458)	(475,124)
Net (Cost) to Council for Parks & Gardens	(7,505,163)	(7,505,163)	(2,906,746)	(1,173,166)
Net (Cost) to Council for Parks & Gardens Overheads	1,090,088	1,090,088	268,797	205,530
Net (Cost) to Council for Private Works & Reinstatements	0	0	0	(6,364)
Net (Cost) to Council for Public Services Overheads	(1,040,770)	(1,040,770)	(265,225)	50,239
Net (Cost) to Council for Public Toilets	(130,000)	(130,000)	0	0
Net (Cost) to Council for Roads & Streets	297,726	297,726	(1,197,357)	2,583,016
Net (Cost) to Council for Town Beautification	(1,736,950)	(1,736,950)	(412,294)	(385,079)
Net (Cost) to Council for Works Overheads	1,273,978	1,273,978	331,214	311,622
Net (Cost) to Council for Tech Services	(4,488,620)	(4,488,620)	(1,107,602)	(962,134)
Net (Cost) to Council for Tech Services Overheads	0	0	0	0
Net (Cost) to Council for SP & Infrastructure Services	(22,200)	(22,200)	(5,550)	(5,509)
<b>TOTAL INFRASTRUCTURE SERVICES</b>	<b>(16,389,472)</b>	<b>(16,389,472)</b>	<b>(6,250,283)</b>	<b>(701,327)</b>
<b>STRATEGIC BUSINESS PROJECTS</b>				
Net (Cost) to Council for Project Management	(1,239,130)	(1,239,130)	(345,418)	(123,175)
Net (Cost) to Council for Comm. Projects - Playgrounds	(250,000)	(250,000)	0	(11,112)
Net (Cost) to Council for Waste Collection	290,451	290,451	2,509,705	2,906,176
Net (Cost) to Council for Landfill Operations	(1,581,473)	(1,581,473)	(2,217,514)	(501,544)
Net (Cost) to Council for Waste Overheads	3,108,311	3,108,311	790,774	(150,947)
Net (Cost) to Council for Karratha Airport	(1,599,875)	(1,599,875)	(857,439)	(207,204)
Net (Cost) to Council for Other Airports	(42,197)	(42,197)	(34,510)	(11,587)
<b>TOTAL STRATEGIC BUSINESS PROJECTS</b>	<b>(1,313,913)</b>	<b>(1,313,913)</b>	<b>(154,402)</b>	<b>1,900,607</b>
<b>TOTAL DIVISIONS</b>	<b>(5,068,659)</b>	<b>(5,118,659)</b>	<b>26,967,214</b>	<b>39,060,468</b>

**City of Karratha**  
**Statement of Financial Activity by Divisions**  
 for the period ending 30 September 2020

	2020/21 Original Budget \$	2020/21 Amended Budget \$	2020/21 YTD Budget \$	2020/21 Actual to Date \$
<b>ADJUSTMENTS FOR NON CASH ITEMS</b>				
Movement in Employee Benefit Provisions	0	0	0	0
Movement in Accrued Interest	0	0	0	(607)
Movement in Accrued Salaries & Wages	0	0	0	(441,947)
Movement in Deferred Pensioner Rates	0	0	0	0
	0	0	0	(442,554)
<b>Restricted Surplus/(Deficit) B/Fwd 1 July</b>	452,483	452,483	452,483	452,483
<b>Unrestricted Surplus/(Deficit) B/Fwd 1 July</b>	5,048,682	5,048,682	5,048,682	5,048,682
<b>Restricted Surplus C/Fwd</b>	298,823	298,823	298,823	298,823
<b>Surplus / (Deficit)</b>	133,683	83,683	32,169,556	43,820,256





**10.2 LIST OF ACCOUNTS – 29 SEPTEMBER 2020 TO 29 OCTOBER 2020**

<b>File No:</b>	<b>FM.19</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Senior Creditors Officer</b>
<b>Date of Report:</b>	<b>18 November 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Nil</b>

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**PURPOSE**

To advise Council of payments made for the period from 29 September 2020 to 29 October 2020.

**BACKGROUND**

Council has delegated authority to the Chief Executive Officer to exercise its power to make payments from the City's Municipal and Trust funds.

**LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

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

**COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

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

**POLICY IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

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

Payments for the period 29 September 2020 to 29 October 2020 totalled \$10,931,567.33, which included the following payments:

- Karratha Earthmoving – Bayly Ave Construction, Claim #1 - \$1,348,410

- GCM Enviro Pty Ltd – Plant Purchase, Refuse Compactor - \$1,146,200
- LGIS (WALGA) – Insurances Instalment #2 - \$974,365
- Tropical Pools – Wickham Aquatic Remediation Works, Claim #4 - \$360,656

Consistent with CG-11 Regional Price Preference Policy, 44% of the value of external payments reported for the period were made locally.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council’s approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2020-2021 provided for this activity:

Our Program: 4.c.1.4 Process Accounts Receivable and Accounts Payable

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk to the City is considered to be as follows:

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	Failure to make payments within terms may render Council liable to interest and penalties
Service Interruption	Moderate	Failure to pay suppliers may lead to delays in the future provision of goods and services from those suppliers
Environment	N/A	Nil
Reputation	Moderate	Failure to pay for goods and services in a prompt and professional manner, in particular to local suppliers, may cause dissatisfaction amongst the community
Compliance	N/A	Nil

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

There are no relevant precedents related to this matter.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**

Option 1

As per Officer’s recommendation.

Option 2

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

1. Trust Vouchers: nil;
2. EFT78832 to EFT79424 (Inclusive);
3. Cheque Voucher 78672 to 78675;
4. Cancelled Payments: EFT78835, EFT78852, EFT78865, EFT78866, EFT78875, EFT78881, EFT 78884, EFT78890, EFT78891, EFT78929, EFT78943, EFT78958, EFT78960, EFT78963, EFT78968, EFT78972, EFT78973, EFT78981, EFT78982, EFT8983, EFT79002, EFT79003, EFT79027, EFT79031, EFT79032, EFT79105, EFT79258, EFT79273;
5. Direct Debits: DD38846.1 to DD39085.1;
6. Credit Card Payments: \$15,216.77; and
7. Payroll Cheques \$1,686,681.83;
8. with the EXCEPTION OF (as listed)

**CONCLUSION**

Payments for the period 26 August 2020 to 28 September 2020 totalled \$46,227,027.10. Payments have been approved by authorised officers in accordance with agreed delegations and policy frameworks.

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**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 154698  
**MOVED** : Cr Waterstrom Muller  
**SECONDED** : Cr Miller

That Council by SIMPLE Majority pursuant to Sections 6.7 and 6.9 of the *Local Government Act 1995* RESOLVES to ACCEPT payments totalling \$10,931,567.33 submitted and checked with vouchers, being made up of:

1. Trust Vouchers: nil;
2. EFT78832 to EFT79424 (Inclusive);
3. Cheque Voucher 78672 to 78675;
4. Cancelled Payments: EFT78835, EFT78852, EFT78865, EFT78866, EFT78875, EFT78881, EFT 78884, EFT78890, EFT78891, EFT78929, EFT78943, EFT78958, EFT78960, EFT78963, EFT78968, EFT78972, EFT78973, EFT78981, EFT78982, EFT8983, EFT79002, EFT79003, EFT79027, EFT79031, EFT79032, EFT79105, EFT79258, EFT79273;
5. Direct Debits: DD38846.1 to DD39085.1;
6. Credit Card Payments: \$15,216.77; and
7. Payroll Cheques \$1,686,681.83.

**CARRIED**

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Evans, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller  
 AGAINST : Nil

Chq/EFT	Date	Name	Description	Amount
EFT78832	02.10.2020	Cleanaway Pty Ltd	REAP Waste Removal - 4.5m Co-Mingle Bins - August 2020	70.60
EFT78833	02.10.2020	Telstra Corporation Ltd	Telephone Usage Charges	13,242.70

Chq/EFT	Date	Name	Description	Amount
EFT78834	02.10.2020	Horizon Power	Electricity Usage Charges	1,627.87
EFT78835	02.10.2020	Water Corporation	Cancelled Payment	0.00
EFT78836	02.10.2020	Water Corporation	Water Usage Charges	32,778.28
EFT78837	01.10.2020	Joyce Krane	P&G - Bulgarra Oval - 20T Franna Crane - 04/08/20	557.70
EFT78838	01.10.2020	TNT Express	Freight Charges - Various	1,673.62
EFT78839	01.10.2020	Atom Supply	Stock - Tie Down Ratchet Straps, Uniforms - Cargo Pants, Joint Knives	172.79
EFT78840	01.10.2020	J Blackwood & Son Pty Limited	Uniforms - Various	199.63
EFT78841	01.10.2020	BC Lock & Key	WCH - Strip & Clean Mortice Lock, WRP - Padlock Weather Covers	331.91
EFT78842	01.10.2020	Connect Communication Sales	Heed HC250 Two Way Radio Battery Belt Clip Single Unit Charger	3,940.20
EFT78843	01.10.2020	Charlies Pizza	Refund - Mobile Traders Permit - Due to COVID-19 Business Not going ahead	300.00
EFT78844	01.10.2020	Dampier Plumbing & Gas (tff DPG Trust)	WSA KTA Airport - Replace Potable Water Vertical Centrifugal Pump, Install Cutter Pump at Sewerage Pump Stn #4, Repairs Portable Toilet	4,843.30
EFT78845	01.10.2020	Parker Hannifin (Australia) Pty Ltd	Plant - Parts for Repairs	286.08
EFT78846	01.10.2020	Eco Imports Pty Limited T/A Yardgames	TBW - YS Programming Equipment	2,850.00
EFT78847	01.10.2020	Handy Hands Pty Ltd	P&G - Kta LIA - Weed Control - 19/05/20	18,265.50
EFT78848	01.10.2020	Home Hardware Karratha (Sahajan and Civil Pty Ltd T/as)	General Hardware Supplies	63.28
EFT78849	01.10.2020	Connect Call Centre Services	After Hours Call Centre Service - June 2020	1,241.90
EFT78850	01.10.2020	The Jummi Factory	KTVC Merchandise - Jummi Bush Rub	360.00
EFT78851	02.10.2020	Optus Billing Services Pty Ltd	KLP Emergency Lift Phone - Phone Charges - 07/07/20 - 06/08/20	19.99
EFT78852	01.10.2020	Karratha Country Club Inc	Cancelled Payment	0.00
EFT78853	01.10.2020	Sonic Healthplus Pty Ltd	Medical Consult	57.20
EFT78854	01.10.2020	G Kelly	CAA 2020 - Highly Commended Award Artwork Ref: 3502	100.00
EFT78855	01.10.2020	Karratha Kite School (C Fremion & J.T Hall t/as)	KTVC Tours - August 2020 Sales	7,540.00
EFT78856	01.10.2020	Links Modular Solutions Pty Ltd	KLP - Membership Bands	3,894.00
EFT78857	01.10.2020	Norwest Craft Supplies	TYS - Term 3 Arts And Craft Materials For Programming	100.10
EFT78858	01.10.2020	Oceanis International Pty Ltd	WRP Pool Works - Consultancy, Construction - April 2020	3,300.00
EFT78859	01.10.2020	Pilbara Copy Service	Photocopier / Printer Charges - Various	916.90
EFT78860	01.10.2020	Printsync Norwest Business Solutions	Photocopier / Printer Charges - Various	296.57
EFT78861	01.10.2020	Propeller Aerobotics Pty Ltd	WS - Aerial Survey Upload - July 2020	1,787.50
EFT78862	01.10.2020	Reece Pty Ltd	Stock - Retic & Plumbing Fittings/Fixtures	347.18
EFT78863	01.10.2020	RW Quantity Surveyors (tff Wheelright Family Trust t/as)	47 Sholl Street Karratha Refurbishment	3,190.00
EFT78864	01.10.2020	Profix Australia (West Pilbara Enterprises Pty Ltd T/as)	Staff Housing - Inspect Report Scope & Quote for Roof Works	435.60
EFT78865	01.10.2020	Purcher - International Pty Ltd	Cancelled Payment	0.00

Chq/EFT	Date	Name	Description	Amount
EFT78866	01.10.2020	Purcher - International Pty Ltd	Cancelled Payment	0.00
EFT78867	01.10.2020	Purcher - International Pty Ltd	Plant Purchase - FUSO Canter 515 City Cab 3-way Tipper - P8839	66,660.00
EFT78868	02.10.2020	GHD Pty Ltd	Project Meeting - Johns Creek, Existing Condition Assessment Report - Dampier	13,363.24
EFT78869	02.10.2020	North West Training & Inspection Services Pty Ltd T/as North West Oil	HR - Rigging Intermediate - Communities, 6-10/09/20	1,708.00
EFT78870	02.10.2020	B Bellesini	Refund - Cancelled Reef Seeker Tour 30/08/2020 - Bookeasy ID 8592813	96.00
EFT78871	02.10.2020	Cheeditha Group Aboriginal Corporation	CAA - Eco Dying Workshop - Cheeditha Artists	960.00
EFT78872	02.10.2020	Farinosi & Sons Pty Ltd	Parts for Equipment Repairs	145.24
EFT78873	02.10.2020	FE Technologies Pty Ltd	Dampier - Low Power Circulation Assist - 01/07/20 - 30/06/21	154.00
EFT78874	02.10.2020	GBSC Yurra Pty Ltd	Welcome Park Landscape Construction - RFT 08-18/19 - FINAL CLAIM	10,450.00
EFT78875	02.10.2020	Kats Cricket Club Inc	Cancelled Payment	0.00
EFT78876	02.10.2020	Nere Pty Ltd T/ A Label Image	Corp Svces - Labels - 98x50mm Precut Blanks to Suit GK420D	428.78
EFT78877	02.10.2020	MM Electrical Merchandising	REAP Maintenance - Assorted Widths of Heat Shrink Tube	359.77
EFT78878	02.10.2020	NYFL Commercial Pty Ltd	Small Grants - Contribution towards Long Table Dinner Fundraiser	2,000.00
EFT78879	02.10.2020	S Noble	Refund - Local Discount for Ngurrangga Tour 28/08/20 - Bookeasy ID8595865	19.00
EFT78880	02.10.2020	Hanson Construction Materials Pty Ltd	Hunt Way Path Reinstatement - Concrete 1.4m3	656.48
EFT78881	02.10.2020	Pilbara Distributors Pty Ltd	Cancelled Payment	0.00
EFT78882	02.10.2020	Pilbara Dive And Tours (Natalie Callanan t/as )	KTVC Tours - Sept Sales	1,789.00
EFT78883	02.10.2020	Re:Member Software Pty Ltd	HR Advertisement - Leading Hand HD Mechanic	242.00
EFT78884	02.10.2020	Ray White Karratha Strata Management Trust	Cancelled Payment	0.00
EFT78885	02.10.2020	Shelf Cleaning Services	KYS - Cleaning Services - August 2020	7,889.45
EFT78886	02.10.2020	Scope Business Imaging	Photocopier / Printer Charges - Various	64.86
EFT78887	02.10.2020	Vizcom Technologies Pty Ltd	REAP 2020 - Replacement Part for Damaged DM-TX-200-C-2G-B-T	1,507.00
EFT78888	02.10.2020	Woolworths Group Limited	TBW - Food & Supplies for Weekly Programming, REAP - Bar/Function Supplies, IPC - Café Supplies, REAP Kiosk - Supplies	1,947.91
EFT78889	02.10.2020	Karratha Earthmoving & Sand Supplies	KTA Airport - Bayly Avenue Construction Works - Progress Claim # 1	1,348,410.13
EFT78890	01.10.2020	Ray White Real Estate Karratha	Cancelled Payment	0.00
EFT78891	01.10.2020	Ray White Karratha Strata Management Trust	Cancelled Payment	0.00
EFT78892	01.10.2020	Ray White Real Estate Karratha	Council Rates - Suite 4/28-32 Degrey Place Karratha	3,483.78
EFT78893	01.10.2020	Ray White Karratha Strata Management Trust	Leasing fee for Shop 3 20 Sharpe Avenue Karratha	2,430.25
EFT78894	02.10.2020	The Golden Lampstand Pty Ltd T/as Grateful Remnants	KTVC Merchandise Sales - Aug 2020	469.20

Chq/EFT	Date	Name	Description	Amount
EFT78895	02.10.2020	H Gloggnner t/as Beachside Glass	KTVC Merchandise Sales - Aug 2020	344.25
EFT78896	02.10.2020	Integrity Coach Lines (Aust) Pty Ltd	KTVC Tours - Inv 12599 15 September 2020	1,066.69
EFT78897	02.10.2020	LGIS Insurance Broking	Insurance - Motor Vehicle Premium Adjustment Endorsement Period 30/06/2019 to 30/06/2020	1,959.86
EFT78898	02.10.2020	Murujuga Aboriginal Corporation	KTVC Merchandise Sales - Aug 2020	255.00
EFT78899	02.10.2020	Melon Heart	KTVC Merchandise Sales - Aug 2020	28.90
EFT78900	02.10.2020	Nauman Nicola t/as Evening Glow Candles	KTVC Merchandise Sales - Aug 2020	106.25
EFT78901	02.10.2020	Nyimari Pty Ltd t/as Ngurrangga Tours	KTVC Tours - June/July 2020	2,154.80
EFT78902	02.10.2020	Pilbara Dive And Tours (Natalie Callanan t/as )	KTVC Tours - 04 September 2020	260.00
EFT78903	02.10.2020	Quilts By Robyn	KTVC Merchandise Sales - Aug 2020	931.00
EFT78904	02.10.2020	Reef Seeker Charters (Tammy Louise Tennant t/as)	KTVC Tours - August 2020	1,960.00
EFT78905	02.10.2020	Trasan Contracting Pty Ltd	Dampier Pavilion Server Room - Wall ceiling and access panels	13,248.36
EFT78906	02.10.2020	Three Birds Homewares (J Walford)	KTVC Merchandise Sales - Aug 2020	325.72
EFT78907	02.10.2020	GCM Enviro Pty Ltd	Plant Landfill Ops - Supply & Deliver One (1) TANA E520 Refuse Compactor	1,146,200.00
EFT78908	02.10.2020	City Of Karratha	Payroll deductions	5,256.16
EFT78909	02.10.2020	City Of Karratha - Social Club	Payroll deductions	2,232.00
EFT78910	02.10.2020	T Swetman - (Mortgage Account)	Home Ownership Allowance	555.00
EFT78911	02.10.2020	Australian Services Union (ASU/MEU Div)	Payroll deductions	621.60
EFT78912	02.10.2020	D Cleaver (Mortgage Account)	Home Ownership Allowance	100.00
EFT78913	02.10.2020	T Corfield (Mortgage Account)	Home Ownership Allowance	225.00
EFT78914	02.10.2020	L Gan - (Mortgage Account)	Home Ownership Allowance	750.00
EFT78915	02.10.2020	C Gorman (Mortgage Account)	Home Ownership Allowance	400.00
EFT78916	02.10.2020	P Heekeng - (Mortgage Account)	Home Ownership Allowance	350.00
EFT78917	02.10.2020	S Kot (Mortgage Account)	Home Ownership Allowance	870.00
EFT78918	02.10.2020	C King (Mortgage Account)	Home Ownership Allowance	350.00
EFT78919	02.10.2020	Lgrceu	Payroll deductions	92.28
EFT78920	02.10.2020	Maxxia Pty Ltd	Payroll deductions	46,170.82
EFT78921	02.10.2020	N Milligan - (Mortgage Account)	Home Ownership Allowance	479.64
EFT78922	02.10.2020	J Patel (Mortgage Account)	Home Ownership Allowance	300.00
EFT78923	02.10.2020	E Saral ( Mortgage Account )	Home Ownership Allowance	625.00
EFT78924	02.10.2020	A Virkar (Mortgage Account)	Home Ownership Allowance	300.00
EFT78925	07.10.2020	Australian Taxation Office	Payroll deductions	319,182.00
EFT78926	07.10.2020	Child Support Agency	Payroll deductions	1,881.89

Chq/EFT	Date	Name	Description	Amount
EFT78927	02.10.2020	Karratha & Districts Chamber Of Commerce (KDCCI)	Try Local Cash - COVID-19 Assistance Progress Claims	72,663.48
EFT78928	02.10.2020	ecoJarrah	Stock - Aged Arbor Mulch (m3) - Final balance	10,799.25
EFT78929	06.10.2020	Manning Pavement Services Pty Ltd T/a Karratha Asphalt	Cancelled Payment	0.00
EFT78930	08.10.2020	Chefmaster Australia	Stock - Bin Liners	1,331.52
EFT78931	08.10.2020	Burrup Flames Basketball Club	Reimb - Community Assistance Payment	1,000.00
EFT78932	08.10.2020	Cabcharge Australia Pty Ltd	Cabcharges - July 2020	273.01
EFT78933	08.10.2020	Command IT Services	IT - Fibre Patch Leads (Various Sizes)	1,328.58
EFT78934	08.10.2020	Edge Digital Technology Pty Ltd	REAP - Projector Maintenance - Service Charges, Aug & Sept 2020	869.00
EFT78935	08.10.2020	VSV Family Trust (Gino's Soft Serve t/as)	TYS - 100 Serves of Ice cream/Slushies for Yellow Living Room Event	400.00
EFT78936	08.10.2020	Sonic Healthplus Pty Ltd	Medical Consult	431.20
EFT78937	08.10.2020	M Lonergan t/as Karratha Social Co	Kreative Kickstart - Digital & Tech Program - Karratha Workshops - 09/09/20 & 16/09/20	906.00
EFT78938	08.10.2020	MM Electrical Merchandising	REAP - Assorted Widths of Heat Shrink tube for cables	369.32
EFT78939	08.10.2020	Menzies Contracting	WRP Bistro - Please Carry Out Repairs To The Airconditioner Compound PA Gate	1,375.00
EFT78940	08.10.2020	NYFL Commercial Pty Ltd	CAA 20/21- NYFL - Daily Clean of Portaloo's - 18/07/20 to 10/08/20, Additional Clean - Artist Sundowner 19/07/20	4,026.00
EFT78941	08.10.2020	Scope Business Imaging	Photocopier / Printer Charges - Various	140.47
EFT78942	09.10.2020	Brida Pty Ltd	Eastern Corridor Litter / Sanitation Services - Aug 2020, Roe St Median - Remove Concrete Kerbing, Graffiti Removal Services - Aug 2020	76,388.42
EFT78943	09.10.2020	Green Frog Systems Pty Ltd	Cancelled Payment	0.00
EFT78944	09.10.2020	Horizon Power	Electricity Usage Charges	157,744.35
EFT78945	09.10.2020	Manning Pavement Services Pty Ltd T/a Karratha Asphalt	Road Maintenance - Various Locations	299,617.09
EFT78946	09.10.2020	G Bailey	Reimb Car Mileage - May 2020 to Sept 2020	1,055.02
EFT78947	09.10.2020	P Long	Reimbursement - Private Accommodation Perth 02/08/2020 State Council Meeting	150.00
EFT78948	09.10.2020	Ausolar Pty Ltd	KLP - Replace Lights to 3x Squash Courts, WRP - Remove Old AFL Scoreboard & Quote to Replace Faulty Globes, Roebourne Cemetery - Replace Lights, TC Damien Works - Dampier Pavilion, Replace Damaged Lights, WRP - Repair AFL Scoreboard Faults, KTA Airport - Maintenance to BigAss Fans, Waste - Repair Wash Down Bay	20,747.41
EFT78949	09.10.2020	BSA Advanced Property Solutions (WA) Pty Ltd	Millars Daycare - Replace Nursery Room A/C, Monthly & Quarterly Chiller & AC Servicing/Maintenance (Various Sites), KLP - Repair Function Room AC, KTA Airport - Repair Armcor OAU & Replace Faulty PBC	18,978.92
EFT78950	09.10.2020	Dampier Plumbing & Gas (t/f DPG Trust)	REAP - Replace Basin Mixer, KTA Airport - Overhaul Water Storage Tank Infill Valves, Repair Flush Buttons to Toilets, Kta Depot - Replace Pump & Filter to Zip HWU, Old Roebourne Library - Repair Leak to Toilet Block	4,691.50

Chq/EFT	Date	Name	Description	Amount
EFT78951	09.10.2020	Karratha International Hotel (Ringthane Pty Ltd t/as)	KTVC Tour Bookings - Sept 2020	236.72
EFT78952	09.10.2020	K Allison	Reimb - Lost Airport Parking Ticket	165.00
EFT78953	09.10.2020	R Bianco	Reimbursement as per Employment Contract	283.72
EFT78954	09.10.2020	T Bailey	Reimbursement for insurance claim - broken outdoor table during relocation	218.00
EFT78955	09.10.2020	Donna Cucel T/as Destined Feather	KTVC Merchandise - Aug 2020	1,333.00
EFT78956	09.10.2020	Dampier Taverners Cricket Club Inc	Community COVID-19 Assistance Payment	1,000.00
EFT78957	09.10.2020	M Davis	Reimb - Security Subsidy Scheme	79.00
EFT78958	09.10.2020	A Guiates	Cancelled Payment	0.00
EFT78959	09.10.2020	Handy Hands Pty Ltd	Weed Control - LIA (various), 7 Mile - Weed Spraying, Dampier Hwy - Roundabout Roundup Spraying, Median Strips - Weed Control Works (Various) City Admin - Weed Control Spraying, Bayview Road - Weed Spraying Works	63,434.95
EFT78960	09.10.2020	M Jewkes	Cancelled Payment	0.00
EFT78961	09.10.2020	J Katte	Reimb - Meet the Street Event	172.00
EFT78962	09.10.2020	A Minchin	Reimbursement as per Employment Contract	319.21
EFT78963	09.10.2020	A & R McKay	Cancelled Payment	0.00
EFT78964	09.10.2020	North West Tree Services	TC Damien - Tree Works, Kta, Dampier, Wickham Roebourne & Point Samson - August 2020, Root Plate Removals, KTA Airport - TC Damien Tree Works Airside, TC Damien - Cook CI Houses, Tree Works	60,681.90
EFT78965	09.10.2020	Reece Pty Ltd	Stock - Retic & Plumbing Fittings/Fixtures	14,160.10
EFT78966	09.10.2020	M Rice	Reimb - Meet the Street Event	187.35
EFT78967	09.10.2020	L Rixom	Reimb - Meet the Street Event	195.23
EFT78968	09.10.2020	T Tunstead	Cancelled Payment	0.00
EFT78969	09.10.2020	R Taniora	Reimb - Meet the Street Event	190.54
EFT78970	09.10.2020	A Virkar	Reimbursement as per Employment Contract	359.36
EFT78971	09.10.2020	N Wain	Reimbursement of relocation costs	500.00
EFT78972	09.10.2020	W Augustin & M Bussell	Cancelled Payment	0.00
EFT78973	09.10.2020	WA Insurance Builders	Cancelled Payment	0.00
EFT78974	09.10.2020	C Zanker	Reimb - Meet the Street 12/09/20	199.89
EFT78975	09.10.2020	Dampier Community Association	MoU - Dampier Art Awards 2020 - Final payment as per CR154487	1,339.66
EFT78976	09.10.2020	Sealanes (1985) Pty Ltd	IPC - Cafe Supplies	750.19
EFT78977	09.10.2020	Atom Supply	Stock - Sqwincher Qwik-Stik Sachets, Star Pickets, Gloves, Masking Tape, Dustpans, Cut Off Discs, Uniforms - Cargo Pants & Shirts	1,289.44
EFT78978	09.10.2020	J Blackwood & Son Pty Limited	Stock - Traffic Cones, Extension Leads, Spray'n'mark Paint, Inox Lubricant Spray	1,219.07
EFT78979	09.10.2020	Fuzz Digital (Daniel Fowler)	Arts Development - Photography Workshop Deposit	200.00
EFT78980	09.10.2020	Cheeditha Group Aboriginal Corporation	KTVC Sales - 15/09/2020	55.25
EFT78981	09.10.2020	Daysafe Training & Assessing	Cancelled Payment	0.00
EFT78982	09.10.2020	Karratha Kite School (C Fremion & J.T Hall t/as)	Cancelled Payment	0.00
EFT78983	09.10.2020	Oceanis International Pty Ltd	Cancelled Payment	0.00
EFT78984	09.10.2020	OneMusic Australia	REAP - One Music Cinema Licence 01/07/19 - 30/06/20	1,420.08
EFT78985	09.10.2020	Pilbara Distributors Pty Ltd	Stock - Neutral Cleaner & Oven Cleaner	262.46



Chq/EFT	Date	Name	Description	Amount
EFT78986	09.10.2020	Pilbara Copy Service	Photocopier / Printer Charges - Various	773.27
EFT78987	09.10.2020	Pilbara Dive And Tours (Natalie Callanan t/as )	KTVC Tours - September 2020	599.00
EFT78988	09.10.2020	Pitter Pat Productions Incorporated	REAP - Creative Collective Workshops - 19/20 FY	4,600.00
EFT78989	09.10.2020	Skipper Transport Parts	Plant - Parts for Repairs	796.61
EFT78990	09.10.2020	United Party Hire (Wildwater Holdings Pty Ltd t/as)	Marquee Hire for Australia Day Celebrations -- 26/01/20, CAA 2020 - Marquee & Festoon Lighting Hire 01/08/2020	7,881.50
EFT78991	09.10.2020	Karratha Timber & Building Supplies	General Hardware Supplies	406.01
EFT78992	09.10.2020	Woolworths Group Limited	REAP/RAC/IPC/WRF - Kiosk Supplies, Catering - Staff Leaving Morning Tea, WRF - Holiday Program Resources	1,470.39
EFT78993	09.10.2020	Cleanaway Pty Ltd	Sweeping of Carparks Paths Pathways & Roads - July 2020	37,007.23
EFT78994	09.10.2020	Horizon Power	Electricity Usage Charges	1,743.17
EFT78995	09.10.2020	Water Corporation	Water Usage Charges	5,721.77
EFT78996	09.10.2020	Water Corporation	Water Usage Charges	12,679.66
EFT78997	09.10.2020	Foxtel For Business	KLP - Business Premium Charges - Sept 2020	210.00
EFT78998	09.10.2020	Optus Billing Services Pty Ltd	KLP Emergency Lift Phone - Phone Charges - 07/08/20 - 06/09/20	19.99
EFT78999	09.10.2020	Westrac Equipment Pty Ltd	Plant Purchase - Caterpillar CS64B STD Roller	151,420.95
EFT79000	08.10.2020	Menzies Contracting	WRP - Replace Existing Chain Mesh Fencing with New	13,200.00
EFT79001	08.10.2020	Ngarluma Aboriginal Corporation	Bayley Avenue Realignment - Site Avoidance Survey - 50%	17,425.45
EFT79002	09.10.2020	Menzies Contracting	Cancelled Payment	0.00
EFT79003	08.10.2020	Ngarluma Aboriginal Corporation	Cancelled Payment	0.00
EFT79004	16.10.2020	Cleanaway Pty Ltd	Sweeping of Carparks Paths Pathways & Roads - August 2020	66,416.93
EFT79005	16.10.2020	Telstra Corporation Ltd	Telephone Usage Charges	690.75
EFT79006	16.10.2020	Elgas Ltd	Annual Service Charges - Staff Housing	189.20
EFT79007	16.10.2020	Foxtel For Business	WRP - Business Premium Core Channels - 01/10/2020 - 31/10/2020	155.00
EFT79008	16.10.2020	Neverfail Springwater Pty Ltd - 7 Mile Waste Account (906919689)	15L Water Refills	180.25
EFT79009	16.10.2020	Neverfail Springwater Pty Ltd - (906959169)	15L Water Refills	13.25
EFT79010	16.10.2020	Neverfail Springwater Ltd - WWTP	15L Water Refills	38.50
EFT79011	16.10.2020	Horizon Power	Electricity Usage Charges	65,827.26
EFT79012	19.10.2020	Water Corporation	Water Usage Charges	16,988.80
EFT79013	16.10.2020	Water Corporation	Water Usage Charges	7,508.59
EFT79014	16.10.2020	Blue Hat Cleaning Services T/as Dameel Cleaning Services	KTA Airport - Cleaning Services, Sept 2020, Kta/Dampier - Sanitation/Litter Picking Services Sept 2020, DCH - Cleaning Services Sept 2020, Sweeping Roads/Paths/Carparks - Sept 2020	112,853.01
EFT79015	16.10.2020	Poinciana Nursery	P&G - Slashing/Mowing (Various) as per Site Map	80,620.97
EFT79016	16.10.2020	Manning Pavement Services Pty Ltd T/a Karratha Asphalt	Road Repairs/Maintenance - Various Locations, Asphalt & Hotmix	161,840.42
EFT79017	16.10.2020	Green Frog Systems Pty Ltd	Supply Of 39 Solar Pedestrian Lights	159,608.90

Chq/EFT	Date	Name	Description	Amount
EFT79018	16.10.2020	Australian Executor Trustees Limited	Rates refund for assessment A22919	4,402.26
EFT79019	16.10.2020	M Atkinson	Reimbursement for Meet the Street 18/09/2020	200.00
EFT79020	16.10.2020	SJ Barton	Reimbursements - Working w/ Children Check Renewal	87.00
EFT79021	16.10.2020	A Galasso	Refund - Customer Charged for Plan Which Was Not Able To Be Located - Building Application 201402	15.00
EFT79022	16.10.2020	D Harvey	Refund - Lost Parking Ticket Fee	159.00
EFT79023	16.10.2020	M Jewkes	Reimb - Utilities as per Employment Contract	150.00
EFT79024	16.10.2020	P Kuhn	KLP Membership Refund - 2 x Payments	148.00
EFT79025	16.10.2020	LMTD Pilbara Pty Ltd	Rates refund for assessment A91913	86.13
EFT79026	16.10.2020	C Langkilde	Refund KLP Membership - 22/07/20	74.00
EFT79027	16.10.2020	A & R McKay	Cancelled Payment	0.00
EFT79028	16.10.2020	McMahon Mining Title Services Pty Ltd	Rates refund for assessment A91809	66.60
EFT79029	16.10.2020	N Newton	Reimbursement for Meet the Street	131.60
EFT79030	16.10.2020	J Turner	Reimbursement for Meet the Street	175.46
EFT79031	16.10.2020	W Augustin & M Bussell	Cancelled Payment	0.00
EFT79032	16.10.2020	Aerodrome Management Services Pty Ltd (AMS)	Cancelled Payment	0.00
EFT79033	16.10.2020	Winc Australia Pty Limited	Stationery Items - Various	2,217.21
EFT79034	16.10.2020	Hart Sport	KLP - Gym Slam Bag Liners - Speedball & Bladder	165.00
EFT79035	16.10.2020	Hathaways Lubricants	Stock - Lubricants (Various)	5,806.51
EFT79036	16.10.2020	Host Corporation Pty Ltd t/a Host Direct	KLP Cafe - Replacement Sandwich Grill/Press	616.00
EFT79037	16.10.2020	Karratha Adventure Sports	TYS - 8x Replacement Pool Sticks	226.70
EFT79038	16.10.2020	Karratha Community House	Biannual Grants - Costs Associated w/ Little Explorer and Coffee & Craft Programs CR154611	4,092.00
EFT79039	16.10.2020	Les Mills Aerobics Australia	KLP & WRP - Les Mills License Fees - Oct 2020	2,434.11
EFT79040	16.10.2020	Leisure Institute Of WA Aquatics (Inc)	LIWA - Pool Operators Renewal	396.00
EFT79041	16.10.2020	Midalia Steel T/a Onesteel	P&G Balyarra Park - 60mm Diameter Steel Poles x4 (Footy Goals Posts)	422.49
EFT79042	16.10.2020	Ngarliyarndu Bindirri Aboriginal Corp.	Welcome to Country - West Australian Ballet Showing 20/09/20	500.00
EFT79043	16.10.2020	Point Samson Community Association Inc	Strategic Planning Workshop - Hire of Point Samson Community Hall - 30/10/20	550.00
EFT79044	16.10.2020	Parry's Merchants	RAC - Kiosk Stock, Stores - Cleaning Products Stock	2,571.50
EFT79045	16.10.2020	St Pauls Primary School	Contribution for End of Year Presentations 2020	100.00
EFT79046	16.10.2020	St John Ambulance - Karratha	WM - Provide First Aid - 1 day, Small Leisure Kit for Plant	199.95
EFT79047	16.10.2020	Signswest Stick With Us Sign Studio	Aluminium Street Signage - Various	691.90
EFT79048	16.10.2020	Stihl Shop Redcliffe	P&G - 6050 Cutter Blade 450mm	142.20
EFT79049	16.10.2020	GTEC	KTA Airport - 2020 Annual Technical Inspection & Report (Pavements & Drainage)	5,875.00
EFT79050	16.10.2020	Helloworld Travel Karratha	HR Flights - Time Management & Dealing w/ Difficult Customers/Customer Service - Trainer	1,160.00
EFT79051	16.10.2020	Truck Centre (WA) Pty Ltd	Plant Repairs - Various	1,294.26
EFT79052	16.10.2020	Visimax	5 x Cat/Possum Trap Plate Release	975.30
EFT79053	16.10.2020	Nutrien Ag Solutions Limited	Stock - Kens Ken-Up 500 Flexi (Roundup) 20L	1,374.56

Chq/EFT	Date	Name	Description	Amount
EFT79054	16.10.2020	Bunzl Brands And Operations Pty Ltd	Stock - Safety Goggles Clear Anti Fog Foambound	51.26
EFT79055	16.10.2020	Atom Supply	Stock - 20kg Bags Grey Cement, HR - Uniforms, Safety Boots, Truckwash, Gloves	1,614.50
EFT79056	16.10.2020	J Blackwood & Son Pty Limited	Footpath Maintenance - Ramp Rubber Reaven, HR - Uniforms, Disposable Coveralls, Cable Ties, Sunscreen	1,410.58
EFT79057	16.10.2020	Arcus Australia Pty Ltd	KLP Cafe - Bromic Cold Food Display	4,224.00
EFT79058	16.10.2020	Airport Lighting Specialists Pty Ltd	KTA Airport - V1/PK30D200 Papi Lamp	1,495.01
EFT79059	16.10.2020	Onyx Group WA Pty Ltd	Catering - Supply and delivery for Ordinary Council Meeting - 21/09/2020 & Briefing - Catering 14/09/20	855.00
EFT79060	16.10.2020	ABCO Products	Stock - Ecozyme B+ 5ltr & Toilet Tissue	1,077.18
EFT79061	16.10.2020	GPC Asia Pacific Pty Ltd (NAPA t/as)	Plant Parts for Repairs - Various	559.35
EFT79062	16.10.2020	Australian Laboratory Services Pty Ltd ( ALS )	7 Mile - Quarterly Ground Water Monitoring Sampling Analysis - 13 Samples, WWTP - Sampling Analysis	2,624.16
EFT79063	16.10.2020	Allied Pumps Pty Ltd	Plant Parts for Repairs - Various	3,441.52
EFT79064	16.10.2020	Access Unlimited International Pty Ltd	7 Mile - Service & Calibration of Gas Detector	115.50
EFT79065	16.10.2020	Arrow Tyre Distributors	Plant Repairs - Various	159.50
EFT79066	16.10.2020	A. J Weatherburn & M. P Weatherburn TA Auscoinswest	KTVC Merch - Purchase Souvenir Coins - Red Dog	286.00
EFT79067	16.10.2020	ATI Parts Australia	Plant Parts for Repairs - Various	2,238.42
EFT79068	16.10.2020	BOC Limited	Mosquito Management Trapping - CO2 Industrial D Size Cylinders	92.97
EFT79069	16.10.2020	Bunzl Ltd	Stock - Toilet Paper / Hand Towel & Hand Soap	748.69
EFT79070	16.10.2020	BC Lock & Key	REAP - Change Out Locks on Mechanical Switchboards to EK Keys, Stock - Padlocks, DCH - Padlocks, PBFC - Supply 4 Gate Locks, FBCC - Replace Primary Mortice Lockset to Storeroom	2,514.46
EFT79071	16.10.2020	Benara Nurseries	Tree Maintenance - Plant Stock	2,448.77
EFT79072	16.10.2020	Department of Mines Industry Regulation and Safety (DMIRS)	BSL Receipts - August 2020	11,005.45
EFT79073	16.10.2020	Bar Fridges Australia	REAP Kiosk/ Bar - Mini Glass Door Freezer - 36L	565.00
EFT79074	16.10.2020	BM Engineering Surveys Pty Ltd	Euro Boulevard - Retic Survey	1,056.00
EFT79075	16.10.2020	Centurion Transport Co Pty Ltd	Freight Charges - Various	25.55
EFT79076	16.10.2020	Coca-Cola Amatil (Holdings) Ltd	IPC & RAC - Cafe Stocks	644.40
EFT79077	16.10.2020	Cheeditha Group Aboriginal Corporation	KTVC Merch for onsale	450.50
EFT79078	16.10.2020	Cherratta Lodge Pty Ltd	KLP - Laundering of 11 Table Cloths	16.55
EFT79079	16.10.2020	Converged Communication Network Applications Pty Ltd	IT - AVAYA Maintenance Support Contract 5 Days/Week Business Hrs - Annual Subscription to 30/09/2021	12,100.00
EFT79080	16.10.2020	Corpique (No. 28) Pty. Limited TA Grand Slam Sports Equipment	WRP - Adjustable Basketball Backboard Struts	283.80
EFT79081	16.10.2020	Case Fe Pty Ltd	COVID-19 Business Support Grant - CR154659	2,500.00
EFT79082	16.10.2020	Daysafe Training & Assessing	HR - Chief Fire Warden - 11/09/2020	2,765.00
EFT79083	16.10.2020	Daimler Trucks Perth	Plant - Seat Cover Set Canter Std Ca	275.52

Chq/EFT	Date	Name	Description	Amount
EFT79084	16.10.2020	D & S Wells (WA) Pty Ltd	Pedestrian Bridges - Claim #2	47,047.00
EFT79085	16.10.2020	Dr Lisa Pearce t/as Karratha Mobile Veterinary Services Pty Ltd	Animal Control - Various	646.80
EFT79086	16.10.2020	Department of Water and Environmental Regulation	Controlled Waste Tracking Form For Transportation of Tyres Wickham to 7 Mile	44.00
EFT79087	16.10.2020	Datacom Systems (AU) Pty Ltd	IT - Office 365 Microsoft Licenses for COVID-19 Casual Deployments - 23/08/20 - 22/09/20	146.62
EFT79088	16.10.2020	Dibsys Gardening Services Pty Ltd	2 Cook Cl - Yard Maintenance	200.00
EFT79089	16.10.2020	Parker Hannifin (Australia) Pty Ltd	Plant Parts for Repairs - Various	146.98
EFT79090	16.10.2020	Environex International Pty Ltd	WWTP - 64 x 20L Sodium Hypochlorite	1,289.02
EFT79091	16.10.2020	Elizabeth Rose Makeup Artistry	TYS - Friday Night Live - Performance for R U Ok Day	220.00
EFT79092	16.10.2020	Enigma Indigenous Peoples Pty Ltd	Endpoint Hardware - 10M USB Cable / 25ft HDMI Cable / USB-HDMI Adapter	308.00
EFT79093	16.10.2020	Elka Australia (Kratlar Pty Ltd t/as)	KTVC Merch - 100 x Red Dog Soft Toys	1,501.50
EFT79094	16.10.2020	Farinosi & Sons Pty Ltd	Equipment Replacement - Shelf Unit 3 Tier Trade 500kg, Concrete Rake Speak & Jackson, Selley's Adhesive, Zinc Spray Paint	569.83
EFT79095	16.10.2020	Fortus Group (Founder Enterprises P/L t/as )	Stock - Plow Bolt Grader (Caterpillar 4F-3657)	69.60
EFT79096	16.10.2020	StrataGreen (Strata Corporation Pty Ltd)	P&G - Solo Battery Backpack Sprayer, Hand Trowels, Leaf Rakes, Solo Battery	366.64
EFT79097	16.10.2020	G Bishops Transport Services Pty Ltd atft GBT Services Trust	Freight Charges - Various	2,028.13
EFT79098	16.10.2020	GBSC Yurra Pty Ltd	Refund - CTF for Application 200487	177.16
EFT79099	16.10.2020	VSV Family Trust (Gino's Soft Serve t/as)	TYS - Friday Night Live Program - 100 Services of Ice Creams/Slushies	400.00
EFT79100	16.10.2020	KAW Engineering Pty Ltd	Plant - Fit sign rack, KLP - Gym Water Fountain	5,559.29
EFT79101	16.10.2020	AEC Group Ltd	Dampier Marina - Economic and Operational Viability Assessment - Submission of Draft Report 50%	14,075.88
EFT79102	16.10.2020	Exteria	TC Damien - 1x Boulevard Bench Seat 1800mm Mount, S/Steel Bin Surround Locks	1,704.51
EFT79103	16.10.2020	Grants Hill Gold Pty Ltd	Rates refund for assessment A89323	315.00
EFT79104	16.10.2020	Independent Fuel Solutions Pty Ltd	Stock - Bulk Diesel Delivered to Tanks	31,805.40
EFT79105	16.10.2020	Jam Jam Festive Pty Ltd (Christmas Elves t/as)	Cancelled Payment	0.00
EFT79106	16.10.2020	Pilbara Copy Service	Photocopier / Printer Charges - Various	84.86
EFT79107	16.10.2020	Roy Galvin & Co Pty Ltd (Galvins)	Stock - Retic & Plumbing Fittings/Fixtures	1,296.24
EFT79108	16.10.2020	Source Separation Systems Pty Ltd	7 Mile - Cpk80I-100c Compost-a-pak 80I Ctn - 100 Liners	3,370.13
EFT79109	16.10.2020	Transcore Pty Ltd	Traffic Engineering Services - Lot 4613 Bathgate Road Millars Well WA 6714 - Peer Review	4,180.00
EFT79110	16.10.2020	Wormald Australia Pty Ltd	TC Damien, KTA Airport - Repair Water Damaged Fire System, Hydrant Flow Tests, DCH & 7 Mile - Install new Extinguishers & External Emergency Lights, KLP - Repair fire panel pump fault, Emergency Exit Light / Portable Fire Equipment - Annual Inspections (Various Sites)	18,636.50

Chq/EFT	Date	Name	Description	Amount
EFT79111	16.10.2020	T-Quip	Plant Purchase - Supply & Deliver Peruzzo Tiger 2000, Stock - Filters, Hoses, Mower Roller Kit	51,242.65
EFT79112	16.10.2020	Tropical Pools (ttf Prestige Projects Trust t/as)	WAC Remediation Works - RFT40-18/19 Progress Claim #4	360,656.68
EFT79113	16.10.2020	BSA Advanced Property Solutions (WA) Pty Ltd	Bulgarra Daycare - Replace Director's Broken AC Grill, KTA Airport - Deep Condensor Clean & Chiller Compound Clean, TYS - Replace Cyclone Damaged AC Duct Sun Shades, Kta Admin Annex - Replace AC Compressor, Ops Centre - Repair Leaking AC in Training Room, KLP - Call out to rectify temp issues in Function Room	9,645.86
EFT79114	16.10.2020	Dampier Plumbing & Gas (ttf DPG Trust)	Repair Broken 100mm Mainline at City Centre Tank Compound, Backflow RPZ Testing - Aug 2020, KTA Airport - Qtrly Workshop Oil Separator Maint, KLP - Test & Adjust Tap Timers, Replace Shower Heads	10,555.05
EFT79115	16.10.2020	Ausolar Pty Ltd	Kevin Richards Memorial Oval - TC Damien - Luminaire Remediation, WRP - Scoreboard Supply & Install, KLP Oval - Repair Damaged Electrical Pit, KLP Lights - Repair Damaged Carpark Lights, Bayview Path Lighting Relocation, KTA Airport - Rectify Airside Light Up Signage, Millars Well Pavilion - Footpath Replace LED Light Fittings, WRP - Roadway Entrance Repair 4 x Main Power Lights	46,341.78
EFT79116	16.10.2020	Karratha Earthmoving & Sand Supplies	7 Mile - Mulch Pad Construction - Regrade 100m x 100m Pad - Survey Compaction & Guelph Testing	27,159.00
EFT79117	16.10.2020	Norwest Sand & Gravel Pty Ltd	Street Maintenance - Supply & Deliver to Kta Depot 50 Ton of Wickham MRWA Gravel	1,815.00
EFT79118	16.10.2020	Rol-wa Pty Ltd T/a Allpest Wa	Staff Housing - Annual Termite & Singapore Ant Inspection - Sept 2020	137.50
EFT79119	16.10.2020	CS Legal (The Pier Group Pty Ltd T/as)	Debt Recovery Costs for Rates	848.00
EFT79120	16.10.2020	Department Of Planning Lands And Heritage	DAP Application Fee for DA20202	5,603.00
EFT79121	16.10.2020	M George	CAA 2020 Sales	385.00
EFT79122	16.10.2020	Handy Hands Pty Ltd	Dampier Drains - Weed Spraying	13,530.00
EFT79123	16.10.2020	Kats Cricket Club Inc	Small Grants - Bowling Machine	2,500.00
EFT79124	16.10.2020	Kennards Hire Pty Limited	TC Damien, Dampier Pavilion - Hired Equipment Delivery & Pickup Aug/Sept 2020	2,461.08
EFT79125	16.10.2020	North West Tree Services	TC Damien - Tree Work Throughout Karratha Dampier Wickham Roebourne & Point Samson, Staff Housing - Remove & Stump Grind Palms, Andover Park Redevelopment - Lift & Deadwood 9 x Snakewood Bushes	8,205.57
EFT79126	16.10.2020	Nielsen Liquid Waste Services Pty Ltd	Hearsons Cove, Honeymoon Cove - Pump Out Septic Tanks, Dampier Pavilion - 6 x Waste Removals	2,579.00
EFT79127	16.10.2020	Reece Pty Ltd	Stock - Retic & Plumbing Fittings/Fixtures	1,492.87
EFT79128	16.10.2020	Turf Whisperer (Turf Life Pty Ltd t/as)	Kta Golf Course - Supply Set Services - Sept 2020	36,263.02
EFT79129	16.10.2020	Hitachi Construction Machinery	Plant Parts for Repairs - Various	236.14
EFT79130	16.10.2020	Hurley Architecture & Planning	Tenancy Layout of Level 1 20 Sharpe Avenue Karratha (The Quarter)	495.00
EFT79131	16.10.2020	Home Hardware Karratha (Sahajanand Civil Pty Ltd T/as)	General Hardware Supplies	282.50

Chq/EFT	Date	Name	Description	Amount
EFT79132	16.10.2020	Harvey Norman Karratha (Rathasupa No. 2 Trust t/as)	IPC - Vertical Freezer Purchase, Fridge & Microwave for ERP Office, IT - TV Bracket and Cables	2,966.00
EFT79133	16.10.2020	Connect Call Centre Services	After Hours Call Centre Service - Aug 2020	1,881.00
EFT79134	16.10.2020	Intent Building Contracting Pty Ltd	TC Damien - Staff Housing - Carport Roof Works & Resecure Copper Piping, Bulgarra Daycare - Roof Inspection, FBCC - Check/Repair Ceiling Panels	2,791.14
EFT79135	16.10.2020	Jtagz Pty Ltd	Animal Control - Red 95mm WrapStrap	610.50
EFT79136	16.10.2020	Karratha Signs	Plant - Print & Install Branding on Small Tipper as per Specifications, Vehicle Decals	1,941.50
EFT79137	16.10.2020	JSS Logistics	DPE - Collect & Deliver Play Equipment & Limestone Blocks	577.50
EFT79138	16.10.2020	James Bennett Pty Limited	New Library Resources	972.91
EFT79139	16.10.2020	Jolly Good In Car Audio and Entertainment T/A Jolly Good Auto Electric	Plant Repairs - Various	1,985.40
EFT79140	16.10.2020	JCB Construction Equipment Australia (CFC Holding Pty Ltd)	Plant Parts for Repairs - Various	314.39
EFT79141	16.10.2020	JDSI Consulting Engineers	Murujuga National Park Entry Road - Site Visit & Reverse Brief - 04/09/20	5,448.28
EFT79142	16.10.2020	Jenoptik Australia Pty Ltd	Traffic Control - 85w Solar Panel plus Delivery	415.80
EFT79143	16.10.2020	Journey Beyond Adventures Pty Ltd	KTVC Tour Bookings - Sept 2020	1,789.00
EFT79144	16.10.2020	JB Hi-Fi Solutions (JB Hi-Fi Group Pty Ltd t/as)	Kta Depot - 2 x Samsung - 65 inch UHD Commercial Panels	5,312.00
EFT79145	16.10.2020	Karratha Glass Service	TC Damien - Staff Housing WT#36416 - Reseal Windows, KLP - Repair Clubroom Security Screen	2,534.40
EFT79146	16.10.2020	Karratha Smash Repairs	Plant Repairs - Various	300.00
EFT79147	16.10.2020	Keyspot Services	REAP & YS - Staff Member Name Badges	90.00
EFT79148	16.10.2020	Karratha Veterinary Hospital	Animal Control (Various)	293.60
EFT79149	16.10.2020	Kwik Kopy Printing Centre	25 Nature Based Camping Permit A4 NCR Bks of 50	1,711.92
EFT79150	16.10.2020	Komatsu Australia Pty Ltd	Plant Repairs - Various	8,865.05
EFT79151	16.10.2020	Karratha Machinery Hire	Machinery Hire Charges - Various, Aug/Sep 2020	23,951.95
EFT79152	16.10.2020	Karratha Panel & Paint (Tunstead Family Trust T/a)	Plant Repairs - Various	300.00
EFT79153	16.10.2020	Karratha Eyecare Pty Ltd	Staff Prescription Safety Glasses	400.50
EFT79154	16.10.2020	Olino Armstrong Sacare (Karratha Fish & Chips t/as)	COVID-19 Business Support Grant - CR154659	10,000.00
EFT79155	16.10.2020	Landgate	Rates - Monthly Land Enquires & Title Searches - August 2020	26.70
EFT79156	16.10.2020	Leidos Security Detection & Automation Australia Group Pty Ltd	KTA Airport - Preventative Maintenance Agreement - Screening Equipment X-Ray & CBS Machine - Sept 2020	5,909.48
EFT79157	16.10.2020	Land Surveys NPJS Pty Ltd	KLP - Spot Mark Bulgarra East Oval for Karratha Little Athletics Linemarking	660.00
EFT79158	16.10.2020	Lift Equipt Pty Ltd	Plant Repairs - Various	456.28

Chq/EFT	Date	Name	Description	Amount
EFT79159	16.10.2020	Emerge Associates	City Centre Landscape Design Services - August 2020, Roebourne/Pt Samson - Intersection Drafting Services	5,978.50
EFT79160	16.10.2020	Mobile Concreting Solutions Pty Ltd	KTA Airport - Delivery of concrete to airport	1,815.00
EFT79161	16.10.2020	Trustee For Mcphail Family Trust	WWTP - Strip Out Old Floor & Repaint, Wash Down & Paint Outside of Membrane Container	7,810.00
EFT79162	16.10.2020	Norwest Craft Supplies	Arts Development - Photo Speak Exhibition - Misc Hanging	37.25
EFT79163	16.10.2020	Nixon Studio Trust	Water Tank Mural - Installation Costs/Artist Fees	25,300.00
EFT79164	16.10.2020	Ixom Operations Pty Ltd (Orica)	Cylinders - Refills, Rentals - Sept 2020	3,706.10
EFT79165	16.10.2020	Oceanis International Pty Ltd	WRP Pool Works - Lead Superintendent/Engineering Consultant - Construction - May to Aug 2020	13,200.00
EFT79166	16.10.2020	OTR Tyres (TKPH Pty Ltd)	Plant Repairs - Various	1,637.34
EFT79167	16.10.2020	Our Travel & Cruise Experts (The Simpson Family Trust t/as)	COVID-19 Business Support Grant - CR154659	2,500.00
EFT79168	16.10.2020	Pilbara Distributors Pty Ltd	Staff Housing - Gas Bottle for Transient House	180.00
EFT79169	16.10.2020	Pilbara First Aid	HR - Apply First Aid Course	190.00
EFT79170	16.10.2020	Pilbara Steel Flashings Supplies	BM - HSS Holesaw 60mm	53.00
EFT79171	16.10.2020	Prompt Contracting And Fencing Pty Ltd	KTA Airport Workshop - Install Packing Racking System, Components for Passenger Railing	4,180.00
EFT79172	16.10.2020	Powerlift Industries (Healestek Pty Ltd)	Staff Housing - Carry Out Repairs as per Quote, Hydro Excavation Truck Hire	6,737.50
EFT79173	16.10.2020	Pilbara 4WD Charters (Neil Corker)	KTVC Tour Bookings - June 2020	704.00
EFT79174	16.10.2020	Pilbara Windscreen Experts Pty Ltd	Plant Repairs - Various	420.00
EFT79175	16.10.2020	Profix Glass Karratha Pty Ltd	REAP - Make Safe 2x Vandalised Emergency Exit Glass Panels, WRP Bistro - Reglaze Female Toilet Window	1,974.95
EFT79176	16.10.2020	Repco Auto Parts (GPC Asia Pacific)	Plant Parts for Repairs - Various	645.65
EFT79177	16.10.2020	Red Dot Stores	WRF - Sept Holiday Program Resources	64.00
EFT79178	16.10.2020	Rialto Distribution Pty Ltd	REAP Cinema - Red Shoes and The Seven Dwarfs - August Screening Fee	408.40
EFT79179	16.10.2020	Rider Levett Bucknall Wa Pty Ltd	Projects - Quantity Surveying Services for Development of Lot 7020 Sharpe Avenue Karratha	4,273.50
EFT79180	16.10.2020	Fuel Trans Australia Pty Ltd T/a Recharge Petroleum	Stock - Bulk Diesel Delivered to Tanks	33,726.80
EFT79181	16.10.2020	Richose Pty Ltd	Plant Parts for Repairs - Various	2,169.12
EFT79182	16.10.2020	Regal Cream Products Pty Ltd	REAP Kiosk - Icecream Stock	661.28
EFT79183	16.10.2020	Statewide Bearings	Plant Parts for Repairs - Various	514.97
EFT79184	16.10.2020	Kmart Karratha	TBW - School Holidays Sep/Oct - Supplies for Programmes, KLP - A4 Card for Brochures & Batteries, Waste - Kettle, WRF - Holiday Program Supplies, IPC - Café Supplies, HR - Bin for Transient House	1,936.55
EFT79185	16.10.2020	Sigma Chemicals	Stock - Sodium Bicarbonate (25kg bag)	1,046.10
EFT79186	16.10.2020	Stott & Hoare	IT - IBM 1.8TB 10k SAS SSD [00RX915-01]	4,101.90
EFT79187	16.10.2020	Seek Limited	HR - Flexible Ad Budget	2,750.00

Chq/EFT	Date	Name	Description	Amount
EFT79188	16.10.2020	Shire Of Wyndham - East Kimberley	Certificate of Design Compliance for Building Permits - Various	517.00
EFT79189	16.10.2020	Securepay Pty Ltd	REAP Ticketing - Processing Fees for Internet Payments - Sept 2020	171.62
EFT79190	16.10.2020	Scope Business Imaging	Photocopier / Printer Charges - Various	432.87
EFT79191	16.10.2020	Specialised Truck Services	Plant - Vehicle Inspection Engine Sys. Light & Fuel Gauge Check	294.25
EFT79192	16.10.2020	Schneider Electric (Australia) Pty Ltd	KLP - 3rd Quarterly Maintenance of BMS Equipment	8,628.19
EFT79193	16.10.2020	Skipper Transport Parts	Plant Parts for Repairs - Various	333.18
EFT79194	16.10.2020	Statewide Cleaning Supplies Pty Ltd	Stock - Anti-bacterial Wipes Carton/4 rolls (WOW Fitwipes)	1,969.00
EFT79195	16.10.2020	Trasan Contracting Pty Ltd	Staff Housing - Install Compraband and Replace Dektite, Cattrall Park - Demo and Dispose of Timber Fort Play Area, TC Damien - Kta Depot Garden Shed Roof Replacement, Staff Housing - Break in Repairs	10,328.88
EFT79196	16.10.2020	The Walt Disney Company Pty Ltd	REAP Cinema - Private Screening of the Lion King for KSHS - 23/09/20, Movie Screening Fees - Various (Sept 2020)	1,259.62
EFT79197	16.10.2020	Illion Tenderlink (Illion Australia Pty Ltd t/as)	Advertising - Tenders	345.40
EFT79198	16.10.2020	Turner Design	Walgu Park Naming Sign - Concept Design - Claim 2	1,287.00
EFT79199	16.10.2020	Scarboro Painting Services (The Trustee For Scarboro Painting Services)	Millars Well Pavilion - Paint Exit & Entrance Arrows at Teesdale Place Car Park	242.00
EFT79200	16.10.2020	Taylor Burrell Barnett (Toddville Prospecting Pty Ltd)	Dampier Structure Plan Contract Works - Structure Plan Options & Disbursements	19,968.30
EFT79201	16.10.2020	The Cove Holiday Village	Accommodation for Councillor Strategic Planning Workshop 30/08/20	616.00
EFT79202	16.10.2020	The Trustee For TD Unit Trust T/A Map Creative PL Headsox Flexible Hea	KTVC Merchandise - Purchase Headsox Wear	770.00
EFT79203	16.10.2020	Universal Pictures International Australasia Pty Ltd	REAP Cinema - Movie Screening Fees, Various (Aug / Sept 2020)	338.41
EFT79204	16.10.2020	Karratha Timber & Building Supplies	General Hardware Supplies	1,252.00
EFT79205	16.10.2020	Roadshow Films Pty Ltd	REAP - Movie Screening Fees, Sept 2020	713.90
EFT79206	16.10.2020	Westrac Equipment Pty Ltd	Plant Parts for Repairs - Various	4,110.77
EFT79207	16.10.2020	Woolworths Group Limited	TBW - Food & Supplies for Weekly Programming, REAP - Kiosk Supplies, KLP - School Holiday Program Supplies, IPC - Café Supplies, Catering for Staff Leaving Morning Tea	3,012.69
EFT79208	16.10.2020	Wurth Australia Pty Ltd	Fleet/Plant Workshop Consumables	1,719.51
EFT79209	16.10.2020	West Australian Newspapers Limited	Advertising - Sept 2020 (Pilbara News)	1,120.00
EFT79210	16.10.2020	Profix Australia (West Pilbara Enterprises Pty Ltd T/as)	TC Damien - Staff Housing - Various Damage Repairs, Replace Damaged Shade Cloth, Repair to Dining Roof	14,315.71
EFT79211	16.10.2020	Ward Packaging Pty Ltd	IPC - Cafe Supplies	565.26
EFT79212	16.10.2020	Water2Water (atf Kandiah Family Trust)	KLP - Monthly Rental & Service For Water Works Cooler - Sept 2020	66.00
EFT79213	16.10.2020	Wawardu Limited	KTVC Merchandise - Various Purchases for Retail Sales	3,153.20



Chq/EFT	Date	Name	Description	Amount
EFT79214	16.10.2020	Zurich Insurance Australia	Insurance Excess Payable on Claim	300.00
EFT79215	16.10.2020	Yurra Pty Ltd	Ground Maintenance - Site 10 Wickham Recreation Precinct, Site 1 Point Samson Entry Statement - Claim #5	67,833.84
EFT79216	16.10.2020	Aquatic Services WA Pty Ltd	KLP - Travel Expenses to Complete Karratha Service Work - Accommodation Meals and Fuel Expenses	3,135.06
EFT79217	16.10.2020	Dyynamic Sublimation WA Pty Ltd	KLP Uniforms - Various	4,541.90
EFT79218	16.10.2020	C Hutchens	Reimbursement - Meal & Transport Allowance whilst attending TAFE Block 20/07/20 to 04/08/20	326.14
EFT79219	16.10.2020	Skipper Transport Parts	Plant Parts for Repairs - Various	613.57
EFT79220	16.10.2020	City Of Karratha	Payroll deductions	663.55
EFT79221	16.10.2020	T Swetman - (Mortgage Account)	Home Ownership Allowance	555.00
EFT79222	16.10.2020	T Corfield (Mortgage Account)	Home Ownership Allowance	225.00
EFT79223	16.10.2020	L Gan - (Mortgage Account)	Home Ownership Allowance	750.00
EFT79224	16.10.2020	C Gorman (Mortgage Account)	Home Ownership Allowance	400.00
EFT79225	16.10.2020	P Heekeng - (Mortgage Account)	Home Ownership Allowance	350.00
EFT79226	16.10.2020	S Kot (Mortgage Account)	Home Ownership Allowance	870.00
EFT79227	16.10.2020	C King (Mortgage Account)	Home Ownership Allowance	350.00
EFT79228	16.10.2020	Maxxia Pty Ltd	Payroll deductions	44,260.56
EFT79229	16.10.2020	N Milligan - (Mortgage Account)	Home Ownership Allowance	479.64
EFT79230	16.10.2020	J Patel (Mortgage Account)	Home Ownership Allowance	300.00
EFT79231	16.10.2020	E Saral ( Mortgage Account )	Home Ownership Allowance	625.00
EFT79232	16.10.2020	A Virkar (Mortgage Account)	Home Ownership Allowance	300.00
EFT79233	21.10.2020	Australian Taxation Office	Payroll deductions	319,651.21
EFT79234	21.10.2020	Child Support Agency	Payroll deductions	1,881.89
EFT79235	20.10.2020	Australian Taxation Office	BAS - September 2020	69,651.00
EFT79236	23.10.2020	LGIS (Walga)	Insurances - Instalment #2 31/10/2020 - 30/06/2021	974,365.39
EFT79237	21.10.2020	Construction Training Fund (CTF)	CTF Receipts - August 2020	8,763.69
EFT79238	21.10.2020	Sealanes (1985) Pty Ltd	REAP Kiosk 2020 - Popcorn Supplies for Cinema Programme, Corp Services - Kitchen Amenities, Stock - Vinegar	1,600.77
EFT79239	21.10.2020	Brida Pty Ltd	Tree Watering - Dampier Hwy Broadhurst Rd & Roebourne Info Bay, Roe Street Median - Plant Native Plants, Graffiti Removal Services - Sept 2020, TC Damien - Palm Tree Reinstatement on Dampier Foreshore	18,082.03
EFT79240	21.10.2020	Datacom Systems (AU) Pty Ltd	Office 365 E3 CSP Microsoft Licenses for COVID-19 Casual Deployments - 23/07/20 - 22/08/20	146.62
EFT79241	21.10.2020	Gold Play Civil Pty Ltd	Waste - Machinery Hire Charges 45 Tonne Excavator - Wet Hire Per Quote #11	19,250.00
EFT79242	21.10.2020	T & B Giles	Staff Housing - Rent 29/10/20 to 28/11/20	5,633.33

Chq/EFT	Date	Name	Description	Amount
EFT79243	21.10.2020	Helicopter Film Services Pty Ltd T/A Heli Spirit	KTVC Tours - to 30/09/2020	23,148.00
EFT79244	21.10.2020	Integrity Coach Lines (Aust) Pty Ltd	KTVC Tours - to 30/09/2020	289.77
EFT79245	21.10.2020	Intent Building Contracting Pty Ltd	Cyclone Repairs Various, TC Damien - Staff Housing - Repaint Soffit Linings, Wickham Amenities Bldg - Maintenance Report, Kta Main Admin - Replace Warped Skirtings	27,618.15
EFT79246	21.10.2020	Jam Jam Festive Pty Ltd (Christmas Elves t/as)	KTA Airport - 10FT Smoky Mountain Fir Green Christmas Tree - 50% Deposit	737.50
EFT79247	21.10.2020	Scope Business Imaging	Photocopier / Printer Charges - Various	706.70
EFT79248	21.10.2020	SC Building Co (South Coast Building Co Wa Pty Ltd)	Cattrall Park - Maintenance and repair of timber playground equipment	12,897.50
EFT79249	21.10.2020	Three Birds Homewares (Jessica Walford)	TYS - School Holidays - 3hr Henna Workshop for 20 People - 08/10/20	605.95
EFT79250	23.10.2020	Handy Hands Pty Ltd	P&G Weed Spraying - Bayview Road (City Centre to Nickol) & Bathgate Road West, Ausburn Park - Broadleaf Spraying,	113,999.00
EFT79251	23.10.2020	Karratha Solar Power No 1 Pty Ltd	KTA Airport - Solar Power: September 2020 173.6971873MWh	66,595.18
EFT79252	23.10.2020	Leethall Constructions Pty Ltd	Footpath at Tambrey Drive - from Pavilion to Bayview Road, Teesdale Pl - From Atkinson to Gawthorne Dr	88,884.40
EFT79253	23.10.2020	LED Signs Pty Limited	KLP - Upgrade Software to Existing Water Polo Scoreboard - 50% Deposit	2,431.00
EFT79254	23.10.2020	MSS Security Pty Limited	KTA Airport - Security Screening Services - Sept 2020	121,929.89
EFT79255	23.10.2020	North West Tree Services	Post Cyclone Damien Tree Works - 31/08/20 to 15/09/20, TC Damien - Staff Housing - Remove & Stump grind	61,908.37
EFT79256	23.10.2020	Turf Whisperer (Turf Life Pty Ltd t/as)	Annual turf renovation services - Kevin Richardson Oval, Sweeping of Bulgarra Oval	79,579.50
EFT79257	23.10.2020	Yurra Pty Ltd	Andover Park Redevelopment - RFT 11-19/20 Progress Claim #3	98,394.77
EFT79258	23.10.2020	Aerodrome Management Services Pty Ltd (AMS)	Cancelled Payment	0.00
EFT79259	23.10.2020	Allied Pickfords - Karratha	HR Staff Relocation - Environmental Health Coordinator - Newman to Karratha	5,740.90
EFT79260	23.10.2020	Jupps Floorcoverings Karratha Pty Ltd	KTA Airport - Repair 4x Cracked Tiles, KLP Café - Repair Kitchen Tiles	803.48
EFT79261	23.10.2020	Chefmaster Australia	Stock - Bin Liners 240ltr H/D	940.26
EFT79262	23.10.2020	Winc Australia Pty Limited	Stationery Items - Various	672.14
EFT79263	23.10.2020	Dampier Community Association	MoU - Dampier Beachside Markets - 50%, Dampier Sunset Movies - 50%	30,799.45
EFT79264	23.10.2020	GHD Pty Ltd	TC Damien - Dampier Foreshore - Structural Assessment of Existing Shade Structures	7,315.00
EFT79265	23.10.2020	Hathaways Lubricants	Stock - Lubricants (Various)	1,093.15
EFT79266	23.10.2020	Poolmart Karratha	Staff Housing - Replace Pressure Gauge Investigate & Quote to Repair Pool Light	166.00
EFT79267	23.10.2020	Ray White Real Estate Karratha	Unit 4/28-32 Degrey Place Karratha - ERP Project - Water Rates - 11/09/20 - 31/10/20 & Management Fee	218.05
EFT79268	23.10.2020	St John Ambulance - Karratha	ICP - Workplace Wall Mounted First Aid Kit, 1 Day First Aid Course, Plant - Small Leisure Kit	375.95
EFT79269	23.10.2020	Signswest Stick With Us Sign Studio	Replacement Frames for Karratha Golf Course	4,684.35

Chq/EFT	Date	Name	Description	Amount
EFT79270	23.10.2020	Helloworld Travel Karratha	HR - Flight Changes for Trainer (Metafit & MetaPwr Training)	225.00
EFT79271	23.10.2020	TNT Express	Freight Charges - Various	75.50
EFT79272	23.10.2020	Thrifty Car Rental	Car Hire & Petrol for CEO While Attending Meetings in Perth - 24/09/20	47.29
EFT79273	23.10.2020	Aerodrome Management Services Pty Ltd (AMS)	Cancelled Payment	0.00
EFT79274	23.10.2020	Bunzl Brands And Operations Pty Ltd	Rangers – Safety Boots	200.66
EFT79275	23.10.2020	Atom Supply	P&G - Hydration Sqweeze Pops 5 Flavours, Plant Lifting Swing, Stock - Bow shackle, Star Pickets, Coveralls	1,356.71
EFT79276	23.10.2020	J Blackwood & Son Pty Limited	Generator 6800W Powerlite Honda, Hr - Uniforms, Safety Boots, Stock - Batteries	2,720.93
EFT79277	23.10.2020	Allied Pumps Pty Ltd	Plant Parts for Repairs - Various	192.63
EFT79278	23.10.2020	ATI Parts Australia	Stock - Filters	812.93
EFT79279	23.10.2020	BOC Limited	Oxygen Indust D2 Size	166.95
EFT79280	23.10.2020	Bunzl Ltd	Stock - Toilet Paper - Roll Premium 2 Ply	604.45
EFT79281	23.10.2020	BC Lock & Key	FBCC - Rekey 3x Locks at the Site Main Switch Board from Horizon Power to EK, Stock - Padlocks 63mm	844.16
EFT79282	23.10.2020	Bez Engineering	Street Signs - 4 x HDG Cast in Sleeves & Caps	4,845.50
EFT79283	23.10.2020	Barrier Group Pty Ltd	KTA Airport - Airport A4 Sign Holder Straight & Wall Mounted	510.40
EFT79284	23.10.2020	BB Landscaping WA Pty Ltd	Staff Housing - Retic Works	203.50
EFT79285	23.10.2020	Boya Equipment Pty Ltd	Plant Parts for Repairs - Various	160.81
EFT79286	23.10.2020	Computers Now Pty Ltd	IT - 60 x Acrobat Pro DC Enterprise Govt Subscription 1 User Lvl 31Yr, IT - 2 x inDesign CC Enterprise Govt Subscription 1 User Lvl 3	29,394.75
EFT79287	23.10.2020	Centurion Transport Co Pty Ltd	Freight Charges - Various	225.50
EFT79288	23.10.2020	Coca-Cola Amatil (Holdings) Ltd	RAC Kiosk - Various Soft Drinks	463.10
EFT79289	23.10.2020	Cabcharge Australia Pty Ltd	Cabcharges - Sept 2020	145.23
EFT79290	23.10.2020	Cheeditha Group Aboriginal Corporation	KTVC Consignment Sales - Sept 2020	165.75
EFT79291	23.10.2020	Command IT Services	Security Alarm Monitoring Monthly - October 2020	203.50
EFT79292	23.10.2020	Donna Cucel T/as Destined Feather	KTVC Consignment Sales - Sept 2020	1,155.00
EFT79293	23.10.2020	Data#3 Limited	IT - Kit- Micro VESA Mount w/ Adapter Box D9	330.39
EFT79294	23.10.2020	Dr Lisa Pearce t/as Karratha Mobile Veterinary Services Pty Ltd	Animal Control	173.40
EFT79295	23.10.2020	Dibsys Gardening Services Pty Ltd	Staff Housing - Yard Maintenance as per Scope of Works	545.00
EFT79296	23.10.2020	Djuki Mala Pty Ltd	Instalment 1: Roebourne Performance + Production 14/11/20 Workshop 13/11/20	15,675.00
EFT79297	23.10.2020	E & MJ Roshier Pty Ltd	Plant Parts for Repairs - Various	270.72
EFT79298	23.10.2020	Parker Hannifin (Australia) Pty Ltd	Plant - Samoa Air Operated 3:1 Oil Stub Pump	1,215.40
EFT79299	23.10.2020	ELKA Projects And Maintenance (Cardew Holdings Pty Ltd)	PG - Location of services & pot hole services on Dampier Highway, Service Location on Dampier Hwy	2,450.25
EFT79300	23.10.2020	Endress & Hauser Australia Pty Limited	WWTP - Prosonic T FMU30	1,287.80

Chq/EFT	Date	Name	Description	Amount
EFT79301	23.10.2020	Farinosi & Sons Pty Ltd	NAIDOC Breakfast - Bbq 4b Solid Plate Folding Leg	301.56
EFT79302	23.10.2020	FE Technologies Pty Ltd	TC Damien - Roebourne Library - V5 Self Loan Station	4,936.80
EFT79303	23.10.2020	Focus Banners Pty Limited	2020 NAIDOC Community Concert - 2 x Banner Mesh, WRF - Aquatic Upgrade Banner Mesh	1,408.00
EFT79304	23.10.2020	Global Security Management (WA)	KLP & Kta Main Admin - Nightly Security Patrols - September 2020	4,981.90
EFT79305	23.10.2020	StrataGreen (Strata Corporation Pty Ltd)	Stock - Jarrah Tree Stakes 50x50x1800mm	3,082.15
EFT79306	23.10.2020	Access Office Industries (Global (WA) Pty Ltd)	REAP Furniture Replacements - Round Table 3x Whiteboards	1,009.81
EFT79307	23.10.2020	G Bishops Transport Services Pty Ltd aftt GBT Services Trust	Freight Charges - Various	834.96
EFT79308	23.10.2020	GObookings Systems Pty Ltd	Dampier Rear Access - City Drainage Inspections	82.50
EFT79309	23.10.2020	H Gloggner t/as Beachside Glass	KTVC Consignment Sales - Sept 2020	102.00
EFT79310	23.10.2020	VSV Family Trust (Gino's Soft Serve t/as)	TYS - Friday Night Live - Gino's Soft Serve To Cater For 100x Youth - 25/09/20	1,200.00
EFT79311	23.10.2020	Gamesworld (WA) Pty Ltd t/as Games World	TBW - Games & Puzzles for Term 4 Programming	241.85
EFT79312	23.10.2020	Studiocanal Pty Ltd	REAP CINEMA: Movie Screening The Secret Garden Sept/Oct 2020	1,402.17
EFT79313	23.10.2020	Home Hardware Karratha (Sahajanand Civil Pty Ltd T/as)	General Hardware Supplies	2,387.38
EFT79314	23.10.2020	Harvey Norman Karratha (Rathasupa No. 2 Trust t/as)	IT - Samsung Galaxy Tab A 10. 1 32gb 4g Blk	2,280.00
EFT79315	23.10.2020	Harrison Elissa (t/as Red Earth Soaps)	KTVC Consignment Sales - Sept 2020	208.68
EFT79316	23.10.2020	ZircoData Pty Ltd	Records Management - Archive Storage Costs - ZircoData - 26/08/20 - 25/09/20	859.95
EFT79317	23.10.2020	Karratha Signs	Plant - Mower Decals Print & Install, Reflective Magnet, REAP - Promotion Posters	638.00
EFT79318	23.10.2020	James Bennett Pty Limited	New Library Resources	125.99
EFT79319	23.10.2020	Jolly Good In Car Audio and Entertainment T/A Jolly Good Auto Electric	Plant Repairs - Various	2,274.80
EFT79320	23.10.2020	JCB Construction Equipment Australia (CFC Holding Pty Ltd)	Plant Parts for Repairs - Various	89.23
EFT79321	23.10.2020	Karratha Country Club Inc	Kta Bowling Club - Water Usage Reimb - July & Aug 2020	2,485.32
EFT79322	23.10.2020	Karratha RSL	2020 Remembrance Day - Contribution Towards Catering	200.00
EFT79323	23.10.2020	Komatsu Australia Pty Ltd	Plant Parts for Repairs - Various	5,078.19
EFT79324	23.10.2020	Karratha Lottery Centre & Newsagency	KLP School Holiday Programs - Art Supplies for 3x Art Programs	115.74
EFT79325	23.10.2020	Karratha Machinery Hire	Machinery Hire Charges - Various, Sep/Oct 2020	10,810.36
EFT79326	23.10.2020	Dorsett Retail Pty Ltd T/A Karratha Retravision	IPC - 501L Fridge, IPC - Dishwasher, TYS - Replacement TV	3,491.00
EFT79327	23.10.2020	Landgate	Monthly Valuation Schedules & Annual Rolls - 12/08/20 - 18/09/20	40.60

Chq/EFT	Date	Name	Description	Amount
EFT79328	23.10.2020	Meagan Louise Lonergan t/as Karratha Social Co	Kreative Kickstart - Digital And Tech Program - Workshop 23/09/2020	210.00
EFT79329	23.10.2020	MM Electrical Merchandising	P&G - DCH - Cement Concrete Lid (AS 2996 Class A) - Blank	198.00
EFT79330	23.10.2020	Marketforce	Advertising - Various	1,445.34
EFT79331	23.10.2020	Murujuga Aboriginal Corporation	KTVC Consignment Sales - Sept 2020	106.25
EFT79332	23.10.2020	Martins Trailer Parts (Trailer Parts Pty Ltd t/as)	Plant Parts for Repairs - Various	344.21
EFT79333	23.10.2020	Modus Compliance Pty Ltd	Contract Building Surveying Services - RFQ13 20/21	770.00
EFT79334	23.10.2020	NBS Signmakers	Street Signs - Diamond Shaped Aluminium Road Signs, TC Damien - Replacement Signs	1,897.39
EFT79335	23.10.2020	NW Communications & IT Specialists	RAC, KTVC & Roebourne Library - Alarm Monitoring - Sept 2020	135.00
EFT79336	23.10.2020	Norwest Craft Supplies	TYS - Term 3 - Arts & Craft - Materials & Supplies Needed for Programming	699.31
EFT79337	23.10.2020	NYFL Commercial Pty Ltd	CAA 2020 Venue Hire	27,500.00
EFT79338	23.10.2020	Nauman Nicola t/as Evening Glow Candles	KTVC Consignment Sales - Sept 2020	153.85
EFT79339	23.10.2020	Nyimari Pty Ltd t/as Ngurrangga Tours	KTVC Tours - Sept 2020	1,525.00
EFT79340	23.10.2020	One Tree Community Services Inc	May 2020 Quarterly Grant Scheme - Gurlu Gurlu Maya Child & Parent Centre - Community Garden	4,210.80
EFT79341	23.10.2020	Objective Corporation Limited - Objective Trapeze	IT - Trapeze Professional - 1 Year Site License - 14/10/20 - 13/10/21	14,300.00
EFT79342	23.10.2020	Pilbara Distributors Pty Ltd	Stock - Oven Cleaner 5ltr (Nova)	127.60
EFT79343	23.10.2020	Pilbara Motor Group - PMG	Plant Parts for Repairs - Various	796.82
EFT79344	23.10.2020	Pilbara Copy Service	Photocopier / Printer Charges - Various	14.18
EFT79345	23.10.2020	Printsync Norwest Business Solutions	Photocopier / Printer Charges - Various	1,049.74
EFT79346	23.10.2020	Practical Products Pty Ltd	KLP - Cafe Prep Bench Double Door Pizza Prep Fridge	5,555.00
EFT79347	23.10.2020	Pilbara Dive And Tours (Natalie Callanan t/as )	KTVC Consignment Sales - Sept 2020	90.00
EFT79348	23.10.2020	Prompt Contracting And Fencing Pty Ltd	P&G - Replace & Repair Damaged Fence at Millars Well Oval, TC Damien - Dampier Foreshore Temp Fencing, Kta Cemetery - Repair Fencing Damaged by Car, TC Damien - Staff Housing, Repair RHS Fence, Roebourne Youth Precinct - Repair Galv Chain Mesh	11,935.00
EFT79349	23.10.2020	Pitter Pat Productions Incorporated	50% Upfront Payment - Biannual Community Grant Scheme	5,740.00
EFT79350	23.10.2020	Pilbara Bakehouse	Mental Health Week Luncheon w/Guest Speaker	1,110.00
EFT79351	23.10.2020	Powerlift Industries (Healestek Pty Ltd)	Smith/Delambre Park - Reinstall Shade Sails over the playground	750.00
EFT79352	23.10.2020	Pilbara Windscreen Experts Pty Ltd	Insurance Excess Payable on Claims	1,260.00
EFT79353	23.10.2020	Pilbara Party Hire (Nick Hall)	TYS - Friday Night Live / School Holidays - Pilbara Party Hire to Conduct Glow Party 09/10/20	1,722.00
EFT79354	23.10.2020	Profix Glass Karratha Pty Ltd	KTA Airport - Inspect Windows Repair Aluminium Extrusions & Reseal, Staff Housing - Repair Windows	2,073.29

Chq/EFT	Date	Name	Description	Amount
EFT79355	23.10.2020	Ausolar Pty Ltd	Kta Main Admin Annexe - Main Switchboard Power Failure Repairs, Kta Depot - Replace Faulty PCB on Auto Gate, KTA Airport - Repairs to Cyclone Damaged LED floodlights & Exit Lights, Trace & Track Primary Wind Direction Indicator Electrical Cable, KLP - Repair Damaged Switchboard (Singapore Ants), Annual RCD & Smoke Alarm Testing - Various Sites	24,487.65
EFT79356	23.10.2020	BSA Advanced Property Solutions (WA) Pty Ltd	KLP - Replace 2 x Compressors for Pool Heat Pumps, Staff Housing - Replace Bedroom AC, Wickham Bistro - Repair AC Unit #7 in Server Room, DCH - AC Repairs in Hall Office & Library, REAP - Replace Faulty Fridge Sensor, KTA Airport - Replace Air Co2 Sensor to AHU & Investigate AC running warm	17,476.78
EFT79357	23.10.2020	Dampier Plumbing & Gas (t/f DPG Trust)	Staff Housing - Supply/Install 270ltr Quantum Heat Pump, KTA Airport - Install Water Softener, TC Damien - Waste, Replace Safety Shower, KTA Airport - Repair Leak on fire hydrant line Bayly Ave, Depot P&G Shed - Test and Certify Safety Shower, PBFC & REAP - Water Softener Maintenance, Backflow Device Repairs Tambrey, KTA Airport - Toilet Repairs, Seat Replacements	18,213.80
EFT79358	23.10.2020	Quick Corporate Australia Pty Ltd	IT - High Back Chair, Chair Stool, Fixed Pedestal, Desk	4,792.18
EFT79359	23.10.2020	Quilts By Robyn	KTVC Consignment Sales - Sept 2020	404.00
EFT79360	23.10.2020	Repco Auto Parts (GPC Asia Pacific)	KLP - Winch Damper, Trailer Pin Connector, Armor All spray	162.62
EFT79361	23.10.2020	Red Dot Stores	TYS - Term 3 - Saturday Arts & Crafts - Canvas	142.87
EFT79362	23.10.2020	Auto One Karratha	Plant - Cargo Net - 2x1.8m Full Mesh 24 Hook	109.95
EFT79363	23.10.2020	Richose Pty Ltd	Plant Parts for Repairs - Various	245.59
EFT79364	23.10.2020	Reach Us - Pilbara Inc	Biannual Community Grant Scheme - P/T Admin/Support CoOrd & Advertising - 30% progress payment	8,514.00
EFT79365	23.10.2020	Reef Seeker Charters (Tammy Louise Tennant t/as)	KTVC Tours - Sept 2020	1,920.00
EFT79366	23.10.2020	Statewide Bearings	Plant Parts for Repairs - Various	311.76
EFT79367	23.10.2020	Kmart Karratha	TYS - Friday Night Live - Decorations Equipment & Supplies Needed For Glow & Halloween Party, KLP - School Holiday Program Supplies, KLP - Swim Lesson Toys, Exec Kitchen - Glasses, Jugs, Trays, REAP - Paw Patrol Products for Promo, TBW - Girls Crew Supplies	1,882.90
EFT79368	23.10.2020	Sunstone Design	Staff Housing - WT#37253 Replace blind wand& Track in Bed 3	272.80
EFT79369	23.10.2020	Seatadvisor Pty Ltd	REAP Ticketing Management system fees for September 2020	860.75
EFT79370	23.10.2020	Skipper Transport Parts	Stock - Yield Aerosol Penetrating Agent 400g, Bag of Rags,	565.84
EFT79371	23.10.2020	Samson Soft Serve	WRF - Ice Creams - Last Day of Holiday Program	72.00
EFT79372	23.10.2020	Southern Cross Austereo Pty Ltd	Advertising - Various	2,332.00
EFT79373	23.10.2020	Trugrade Pty Ltd	Stock - Cleaning Cloths Green 60 x 30cm (Pack 25)	364.37
EFT79374	23.10.2020	The Walt Disney Company Pty Ltd	REAP Cinema - Movie Screening Fees, Various (Oct 2020)	676.38
EFT79375	23.10.2020	Illion Tenderlink (Illion Australia Pty Ltd t/as)	Advertising - Tenders	172.70
EFT79376	23.10.2020	Taranis Power Group Pty Ltd	KTA Airport - Emergency Generator Check	466.40

Chq/EFT	Date	Name	Description	Amount
EFT79377	23.10.2020	Tyrepower Karratha ( Jollys Autocentre Pty Ltd )	Plant Repairs - Various	451.00
EFT79378	23.10.2020	The Strategic Energy Pty Ltd T/A Lime Intelligence	KTA Airport - Monthly Flight Module Subscription Fee - Sept 2020, Lime Intel Flight Module Monthly Subscription Fee	3,300.00
EFT79379	23.10.2020	Universal Pictures International Australasia Pty Ltd	REAP CINEMA: Movie Screening Babe 30/09/2020	209.00
EFT79380	23.10.2020	Karratha Timber & Building Supplies	General Hardware Supplies	569.72
EFT79381	23.10.2020	Westrac Equipment Pty Ltd	Plant Parts for Repairs - Various	1,013.93
EFT79382	23.10.2020	Woolworths Group Limited	TBW - October School Holidays Supplies, TYS - Term 3 Program Supplies, WRF - Kiosk Stock, IPC - Café Supplies, Depot - Staff Farewell Catering, Waste - Staff Kitchen Amenities, REAP - Event Supplies	4,869.57
EFT79383	23.10.2020	West Australian Newspapers Limited	Advertising - Various	608.00
EFT79384	23.10.2020	Profix Australia (West Pilbara Enterprises Pty Ltd T/as)	TC Damien - Staff Housing - Replace Water Damaged Front & Laundry Doors Repaint, KTA Airport - Office Door Repairs, 4 McRae Court - Replace Door Seal & Remove Service Cable	5,127.57
EFT79385	23.10.2020	Karratha Earthmoving & Sand Supplies	Kta Country Club - Semi Loads of Conditioned Concrete Road Base Delivered	4,419.80
EFT79386	23.10.2020	Poinciana Nursery	P&G - Slashing of Road Side Verges - Bathgate Rd West Side	963.09
EFT79387	23.10.2020	Kennards Hire Pty Limited	Machinery Hire Charges - Various, Sep/Oct 2020	1,054.28
EFT79388	23.10.2020	Nielsen Liquid Waste Services Pty Ltd	Cnr NW Hwy & De Witt Rd - Pump Out The Sullage Tank	1,009.00
EFT79389	23.10.2020	Point Parking Pty Ltd	KTA Airport - Parking Ground Transport Operations & Management - Sept 2020	2,725.00
EFT79390	23.10.2020	Roebourne Dingo Hire	Vehicle Removals - Various	1,980.00
EFT79391	23.10.2020	Reece Pty Ltd	Stock - Retic & Plumbing Fittings/Fixtures	8,944.66
EFT79392	23.10.2020	Wormald Australia Pty Ltd	Emergency Exit Lighting & Portable Fire Equipment incl. hydrant flow test - Yearly Inspections, FBCC - Fire Indicator Panel Testing/Maintenance	7,466.45
EFT79393	23.10.2020	M Bray	Rates refund for assessment A78608	290.00
EFT79394	23.10.2020	D Canavan	Reimbursement - Security Subsidy Scheme	399.50
EFT79395	23.10.2020	A Guiates	Reimb - Study Assistance Daysafe Course	726.84
EFT79396	23.10.2020	S Gammon and M Green	Reimbursement - Security Subsidy Scheme	500.00
EFT79397	23.10.2020	M Jewkes	Reimb - Fuel for P1105 (card not working)	52.25
EFT79398	23.10.2020	A Minchin	Reimbursement as per Employment Contract	121.68
EFT79399	23.10.2020	N Moore	Refund - Airport Carpark Card Bond #312656 24/07/20108	50.00
EFT79400	23.10.2020	S McMurray	Refund for swimming lessons - KLP - Unable to attend and have credit also on account	300.00
EFT79401	23.10.2020	C Neuner	Refund - Library Travellers Membership #345258 07/09/2020	50.00
EFT79402	23.10.2020	Realmark Karratha	Rates refund for assessment A55397	617.00
EFT79403	23.10.2020	C Wood	Reimb - Meet the Street Event 25/09/20	200.00
EFT79404	23.10.2020	Cleanaway Pty Ltd	Bulk Bin Collections - Sept 2020 (Various Sites)	1,929.10
EFT79405	23.10.2020	Department Of Transport	Vehicle Search Fees - Sept 2020	95.20
EFT79406	23.10.2020	Telstra Corporation Ltd	Telephone Usage Charges	344.71
EFT79407	23.10.2020	Water Corporation	Water Usage Charges	5,670.06
EFT79408	23.10.2020	Foxtel For Business	KLP - Business Premium Charges: Oct 2020	210.00

Chq/EFT	Date	Name	Description	Amount
EFT79409	23.10.2020	Neverfail Springwater Pty Ltd - 7 Mile Waste Account (906919689)	15L Water Refills	192.25
EFT79410	23.10.2020	Neverfail Springwater Ltd - Karratha Visitors Centre	15L Water Refills	197.45
EFT79411	23.10.2020	Horizon Power	Electricity Usage Charges	199,005.26
EFT79412	23.10.2020	Water Corporation	Water Usage Charges	16,286.42
EFT79413	23.10.2020	Horizon Power	Electricity Usage Charges	13,481.86
EFT79414	23.10.2020	Water Corporation	Water Usage Charges	1,122.80
EFT79415	29.10.2020	G Bailey	Sitting Fee - October 2020	2,931.50
EFT79416	29.10.2020	E Smeathers	Sitting Fee - October 2020	2,931.50
EFT79417	29.10.2020	M Bertling	Sitting Fee - October 2020	2,931.50
EFT79418	29.10.2020	G Evans	Sitting Fee - October 2020	2,931.50
EFT79419	29.10.2020	G Harris	Sitting Fee - October 2020	2,931.50
EFT79420	29.10.2020	P Long	Sitting Fee - October 2020	11,730.75
EFT79421	29.10.2020	P Miller	Sitting Fee - October 2020	2,931.50
EFT79422	29.10.2020	K Nunn	Sitting Fee - October 2020	4,801.33
EFT79423	29.10.2020	D Scott	Sitting Fee - October 2020	2,931.50
EFT79424	29.10.2020	J Waterstrom Muller	Sitting Fee - October 2020	2,931.50
78672	19.10.2020	S Lane	2020 Walkington Award Recipient	5,000.00
78675	02.10.2020	Dept Of Planning & Infrastructure - Plates	Plates Purchase	400.00
DD38846.1	30.09.2020	Wa Super ( Formerly Walgsp)	Payroll deductions	93,709.36
DD38846.10	30.09.2020	Rest Superannuation	Payroll deductions	6,096.17
DD38846.11	30.09.2020	CBA Superannuation Savings Account	Payroll deductions	972.42
DD38846.12	30.09.2020	HostPlus Superannuation	Payroll deductions	10,911.82
DD38846.13	30.09.2020	VicSuper	Superannuation contributions	241.82
DD38846.14	30.09.2020	100F Lifetrack Personal Superannuation	Superannuation contributions	867.91
DD38846.15	30.09.2020	JR Superannuation Fund	Superannuation contributions	508.33
DD38846.16	30.09.2020	ANZ Smart Choice Super	Superannuation contributions	1,992.47
DD38846.17	30.09.2020	Essential Super	Superannuation contributions	1,178.82
DD38846.18	30.09.2020	QSUPER	Superannuation contributions	658.95
DD38846.19	30.09.2020	Asgard Superannuation	Superannuation contributions	369.84
DD38846.2	30.09.2020	First State Super	Superannuation contributions	783.73
DD38846.20	30.09.2020	Prime Super	Superannuation contributions	629.07
DD38846.21	30.09.2020	AMIST SUPER (Australian Meat Industry Superannuation Trust )	Superannuation contributions	566.65
DD38846.22	30.09.2020	BT Business Super	Superannuation contributions	735.20
DD38846.23	30.09.2020	Superwrap Personal Super Plan	Superannuation contributions	1,259.81
DD38846.24	30.09.2020	REI Superannuation	Superannuation contributions	186.57
DD38846.25	30.09.2020	AMG Super	Superannuation contributions	523.57
DD38846.26	30.09.2020	MLC Wrap Super	Superannuation contributions	868.60
DD38846.27	30.09.2020	Commonwealth SuperSelect	Superannuation contributions	478.73
DD38846.28	30.09.2020	Care Super	Superannuation contributions	478.73
DD38846.29	30.09.2020	Cbus	Payroll deductions	2,507.38
DD38846.3	30.09.2020	AMP Flexible Lifetime Superannuation Fund	Payroll deductions	2,506.30
DD38846.30	30.09.2020	Local Government Superannuation - BRISBANE	Superannuation contributions	466.17



Chq/EFT	Date	Name	Description	Amount
DD38846.31	30.09.2020	Twusuper	Superannuation contributions	481.77
DD38846.32	30.09.2020	AMP Superleader	Superannuation contributions	882.10
DD38846.33	30.09.2020	ING Direct Superannuation Fund	Superannuation contributions	971.20
DD38846.34	30.09.2020	Netwealth Superannuation	Payroll deductions	1,580.58
DD38846.35	30.09.2020	BT Funds Management	Superannuation contributions	663.72
DD38846.36	30.09.2020	Mercer Superannuation (Australia) Pty Ltd	Superannuation contributions	97.98
DD38846.37	30.09.2020	TOM & KIM WALSH SUPER FUND	Superannuation contributions	73.82
DD38846.38	30.09.2020	Statewide Superannuation Trust	Superannuation contributions	313.70
DD38846.39	30.09.2020	Energy Industries Superannuation Fund	Superannuation contributions	335.62
DD38846.4	30.09.2020	Wealth Personal Superannuation & Pension Fund (SPARKS)	Payroll deductions	960.99
DD38846.40	30.09.2020	Christian Super	Superannuation contributions	73.49
DD38846.41	30.09.2020	BT Super For Llife	Superannuation contributions	486.95
DD38846.42	30.09.2020	Unisuper	Superannuation contributions	566.98
DD38846.43	30.09.2020	Vision Super	Superannuation contributions	752.21
DD38846.44	30.09.2020	BT Panorama Superannuation	Superannuation contributions	193.09
DD38846.45	30.09.2020	Sunsuper Pty Ltd	Payroll deductions	4,293.85
DD38846.46	30.09.2020	ENERGY SUPER	Superannuation contributions	470.81
DD38846.47	30.09.2020	Tasplan	Superannuation contributions	1,275.81
DD38846.48	30.09.2020	Australian Super	Payroll deductions	14,002.52
DD38846.49	30.09.2020	Hesta Superannuation	Superannuation contributions	3,310.62
DD38846.5	30.09.2020	Local Government Superannuation- SYDNEY	Superannuation contributions	1,473.77
DD38846.50	30.09.2020	Macquarie Super - Hounsham (Jewkes)	Superannuation contributions	640.26
DD38846.6	30.09.2020	AMP Super Directions Fund	Superannuation contributions	768.61
DD38846.7	30.09.2020	NGS Superannuation	Superannuation contributions	355.83
DD38846.8	30.09.2020	Colonial First State Firstchoice Super	Superannuation contributions	503.20
DD38846.9	30.09.2020	National Mutual Superannuation Retirement Fund	Superannuation contributions	35.30
DD38886.1	30.09.2020	Wa Super ( Formerly Walgsp)	Superannuation contributions	123.64
DD38888.1	30.09.2020	Wa Super ( Formerly Walgsp)	Superannuation contributions	250.14
DD38890.1	30.09.2020	Wa Super ( Formerly Walgsp)	Superannuation contributions	116.33
DD38984.1	14.10.2020	Wa Super ( Formerly Walgsp)	Payroll deductions	94,022.51
DD38984.10	14.10.2020	CBA Superannuation Savings Account	Payroll deductions	924.93
DD38984.11	14.10.2020	VicSuper	Superannuation contributions	241.82
DD38984.12	14.10.2020	HostPlus Superannuation	Payroll deductions	10,158.26
DD38984.13	14.10.2020	100F Lifetrack Personal Superannuation	Superannuation contributions	915.38
DD38984.14	14.10.2020	JR Superannuation Fund	Superannuation contributions	514.90
DD38984.15	14.10.2020	Essential Super	Superannuation contributions	1,527.67

Chq/EFT	Date	Name	Description	Amount
DD38984.16	14.10.2020	ANZ Smart Choice Super	Superannuation contributions	1,592.55
DD38984.17	14.10.2020	QSUPER	Superannuation contributions	604.18
DD38984.18	14.10.2020	Asgard Superannuation	Superannuation contributions	499.53
DD38984.19	14.10.2020	Club Plus Superannuation Scheme	Superannuation contributions	73.49
DD38984.2	14.10.2020	First State Super	Superannuation contributions	783.73
DD38984.20	14.10.2020	AMIST SUPER ( Australian Meat Industry Superannuation Trust )	Superannuation contributions	566.65
DD38984.21	14.10.2020	BT Business Super	Superannuation contributions	652.37
DD38984.22	14.10.2020	Prime Super	Superannuation contributions	450.40
DD38984.23	14.10.2020	Superwrap Personal Super Plan	Superannuation contributions	1,152.44
DD38984.24	14.10.2020	REI Superannuation	Superannuation contributions	83.20
DD38984.25	14.10.2020	AMG Super	Superannuation contributions	523.57
DD38984.26	14.10.2020	MLC Wrap Super	Superannuation contributions	868.60
DD38984.27	14.10.2020	Commonwealth SuperSelect	Superannuation contributions	498.20
DD38984.28	14.10.2020	Care Super	Superannuation contributions	478.73
DD38984.29	14.10.2020	Cbus	Payroll deductions	2,560.89
DD38984.3	14.10.2020	AMP Flexible Lifetime Superannuation Fund	Superannuation contributions	2,492.46
DD38984.30	14.10.2020	Twusuper	Superannuation contributions	481.77
DD38984.31	14.10.2020	AMP Superleader	Superannuation contributions	882.10
DD38984.32	14.10.2020	ING Direct Superannuation Fund	Superannuation contributions	971.20
DD38984.33	14.10.2020	BT Funds Management	Superannuation contributions	663.72
DD38984.34	14.10.2020	Netwealth Superannuation	Payroll deductions	1,580.58
DD38984.35	14.10.2020	Mercer Superannuation (australia) Pty Ltd	Superannuation contributions	230.55
DD38984.36	14.10.2020	TOM & KIM WALSH SUPER FUND	Superannuation contributions	93.62
DD38984.37	14.10.2020	Energy Industries Superannuation Fund	Superannuation contributions	615.30
DD38984.38	14.10.2020	BT Super For Life	Superannuation contributions	527.27
DD38984.39	14.10.2020	Unisuper	Superannuation contributions	549.38
DD38984.4	14.10.2020	Wealth Personal Superannuation & Pension Fund (SPARKS)	Payroll deductions	960.99
DD38984.40	14.10.2020	Vision Super	Superannuation contributions	752.21
DD38984.41	14.10.2020	BT Panorama Superannuation	Superannuation contributions	195.97
DD38984.42	14.10.2020	ENERGY SUPER	Superannuation contributions	470.81
DD38984.43	14.10.2020	EQUIPSUPER	Superannuation contributions	379.41
DD38984.44	14.10.2020	Sunsuper Pty Ltd	Payroll deductions	4,044.33
DD38984.45	14.10.2020	Tasplan	Superannuation contributions	1,134.57
DD38984.46	14.10.2020	Australian Super	Payroll deductions	14,316.31
DD38984.47	14.10.2020	Hesta Superannuation	Superannuation contributions	4,075.72
DD38984.48	14.10.2020	Macquarie Super - Hounsham (Jewkes)	Superannuation contributions	640.26
DD38984.5	14.10.2020	Local Government Superannuation-SYDNEY	Superannuation contributions	1,631.84
DD38984.6	14.10.2020	AMP Super Directions Fund	Superannuation contributions	768.61
DD38984.7	14.10.2020	J & S Pryor Super Fund	Superannuation contributions	382.44

Chq/EFT	Date	Name	Description	Amount
DD38984.8	14.10.2020	Colonial First State Firstchoice Super	Superannuation contributions	471.50
DD38984.9	14.10.2020	Rest Superannuation	Payroll deductions	7,244.76
DD39018.1	20.10.2020	Bond Administrator	Security Bond Staff Housing – Mgr Infr Serv	2,020.00
DD39027.1	15.10.2020	Fines Enforcement Registry (Dept Of Attorney General)	Fines Enforcement Registration Lodgement - October 2020 (19 Fines)	1,463.00
				<b>9,229,731.73</b>

**Credit Cards Payment Date 10/10/2020**

DD39085.1	1.09.2020	Facebook Ireland Ltd	Ads Payment - FB advertising - Cossack	12.08
DD39085.1	8.09.2020	Microsoft-Billing Computer Software	Hosting fee for online photo library	2.00
DD39085.1	20.09.2020	Caltex Broome	Fuel for Mgr Marcom	86.37
DD39085.1	20.09.2020	Campaign Monitor	Email distribution upgraded plan	91.79
DD39085.1	20.09.2020	ISSUU	Monthly Subscription 23.9-23.10.2020 Electronic Publishing Platform	31.61
DD39085.1	7.09.2020	Archie & Elle	Condolence flowers for staff member	100.00
DD39085.1	15.09.2020	Virgin Australia	Credit card fee - flight for Mayor	4.17
DD39085.1	15.09.2020	Virgin Australia	Flight Mayor attending meetings in Perth 23-25 September 2020	407.00
DD39085.1	15.09.2020	Qantas	Flight Mayor attending meetings in Perth 23-25 September 2020	372.15
DD39085.1	16.09.2020	Zoom	Zoom Pro subscription for CEO	21.61
DD39085.1	25.09.2020	Samson Beach Chalets	Accommodation for Strategic Planning day 11 x Chalets	2,439.00
DD39085.1	25.09.2020	Qantas	Flight for CEO attending meetings in Perth 15-16 October 2020	372.15
DD39085.1	25.09.2020	Qantas	Flight for Mayor attending meetings in Perth 15-16 October 2020	372.15
DD39085.1	28.09.2020	Red Earth Flowers	Wreath for Police Remembrance Day 2020	120.00
DD39085.1	28.09.2020	Virgin Australia	Credit card fee for flight for Mayor	4.17
DD39085.1	28.09.2020	Virgin Australia	Flight for Mayor attending meetings in Perth 15-16 October 2020	407.00
DD39085.1	28.09.2020	Virgin Australia	Credit card fee for flight for CEO	4.17
DD39085.1	28.09.2020	Virgin Australia	Flight for CEO attending meetings in Perth 15-16 October 2020	407.00
DD39085.1	10.09.2020	Live Taxi Australia	Taxi Fare (Cab Charge Card Not Worked)	43.36
DD39085.1	11.09.2020	Hi Thai	Lunch for - Director Community	13.50
DD39085.1	11.09.2020	Hi Thai	Refreshment - Director Community	4.00
DD39085.1	11.09.2020	The Karalee on Prest	Dinner - Director Community	45.00
DD39085.1	11.09.2020	The Coffee Corner	Breakfast - Director Community	10.00
DD39085.1	14.09.2020	Aliment Cafe	Lunch - Director Community	26.00
DD39085.1	14.09.2020	Four Points Sheraton	Accommodation - Director Community	141.09
DD39085.1	7.09.2020	Ideal Office Furniture	Credit for incorrect transaction amount	-18.00
DD39085.1	9.09.2020	Red Earth Flowers	Delivery of flowers for staff member on birth of child	95.00
DD39085.1	16.09.2020	BioMagic	Stock - Super 500 5L for long drop toilets	379.98
DD39085.1	16.09.2020	BioMagic	Super 500 5L Freight	168.48
DD39085.1	25.09.2020	WA Government-DMIRS	Forklift Licence - staff member - Depot	100.00
DD39085.1	8.09.2020	Facebook	Advertising Tickets	30.23
DD39085.1	8.09.2020	Spotify	Monthly Spotify Subscription for Youth Program	17.99
DD39085.1	10.09.2020	Soundtrack Your Band	Music Streaming Service for Youth Shed	37.06
DD39085.1	10.09.2020	Soundtrack Your Band	Music Streaming Service for REAP	37.06
DD39085.1	10.09.2020	Soundtrack Your Band	Music Streaming Service for The Base Youth Services	37.06
DD39085.1	11.09.2020	Dept of Racing & Gaming	Liquor Licence Application	114.50
DD39085.1	11.09.2020	Soundtrack Your Band	Music Streaming Service for Wickham Hub	37.06

Chq/EFT	Date	Name	Description	Amount
DD39085.1	14.09.2020	Hunter Mechanical	Replace Stolen Drink Bottles for Disabled KLP Client	62.95
DD39085.1	15.09.2020	Mind Body	Fitness Program Wickham Rec Precinct	125.00
DD39085.1	23.09.2020	Facebook	Advertising Tickets	1.70
DD39085.1	25.09.2020	Qantas	Flights for Gym Servicing Staff	744.30
DD39085.1	16.09.2020	Qantas	Airfares KTA.PER for CEO - Mining meeting in Perth	744.30
DD39085.1	18.09.2020	Horizon Power	Power Bill for Mgr HR 17.7-16.09.20	216.31
DD39085.1	28.08.2020	Water Corporation	Water Bill for Mgr HR 17.5-22.07.20	432.97
DD39085.1	25.09.2020	Western Australia Police	Corporate Firearms Licence	131.00
DD39085.1	28.08.2020	Red Earth Flowers	Delivery of flowers for staff member on birth of child	100.00
DD39085.1	31.08.2020	Planning Institute Australia	Membership for Director	632.00
DD39085.1	17.08.2020	Horizon Power	Power bill for Mgr A&C (13.6-14.8.20)	128.49
DD39085.1	12.08.2020	Water Corporation	Water bill for Mgr City Growth (17.5-22.7.20)	1.84
DD39085.1	9.09.2020	Coles	Supplies for RU OK Day	166.30
DD39085.1	28.07.2020	Water Corporation	Water Bill for Mgr Marcom (1.6-24.7.19)	178.58
DD39085.1	31.08.2020	Nimble Software Systems	Rostering software monthly subscription 31.8-30.9.2020 (REAP & Community Services)	477.74
DD39085.1	2.09.2020	Peacock Bros	4 x replacement ZD410 label printers (Customer Services)	2,024.00
DD39085.1	8.09.2020	Netregistry	Domain subscription - reearthartsprecinct.com Exp 08.09.21	15.95
DD39085.1	8.09.2020	Netregistry	Domain subscription - reearthartsfestival.com.au Exp 08.09.21	15.95
DD39085.1	8.09.2020	Netregistry	Domain subscription - karrathairportparking.com.au Exp 08.09.21	15.95
DD39085.1	8.09.2020	Netregistry	Domain subscription - reap.net.au Exp 08.09.21	15.95
DD39085.1	8.09.2020	Netregistry	Domain subscription - pilbaraairport.com.au Exp 08.09.21	15.95
DD39085.1	8.09.2020	Netregistry	Domain subscription - pilbaraairportparking.com.au Exp 08.09.21	15.95
DD39085.1	8.09.2020	Netregistry	Domain subscription - reearthartsprecinct.com.au Exp 08.09.21	15.95
DD39085.1	8.09.2020	Netregistry	Domain subscription - karrathaleisureplex.com.au Exp 08.09.21	15.95
DD39085.1	8.09.2020	Netregistry	Domain subscription - moonrisecinema.com.au Exp 08.09.21	15.95
DD39085.1	8.09.2020	Netregistry	Domain subscription - karrathaquarter.com.au Exp 08.09.21	15.95
DD39085.1	8.09.2020	Netregistry	Domain subscription - cossackartawards.com.au Exp 08.09.21	15.95
DD39085.1	8.09.2020	Netregistry	Domain subscription - reaf.com.au Exp 08.09.21	15.95
DD39085.1	8.09.2020	Netregistry	Domain subscription - karrathairport.com.au Exp 08.09.21	15.95
DD39085.1	9.09.2020	Netregistry	Domain subscription - karrathavisitorscentre.com.au Exp 08.09.21	46.95
DD39085.1	2.10.2020	Dell Australia Pty Ltd	ERP Meeting Room/Training Room PC	2,133.32
DD39085.1	16.09.2020	Keyspot Services	Keys cut for ERP Office	27.00
DD39085.1	18.09.2020	Landgate	LGA Recent Residential land sales data	37.10
DD39085.1	9.09.2020	Zoom Video Communications	Video conferencing monthly subscription	23.78

**15,216.77**

**Payroll**

1.10.2020	City of Karratha	Payroll F/N Ending: 30/09/2020	832,275.43
15.10.2020	City of Karratha	Payroll F/N Ending: 14/10/2020	835,581.23
07.10.2020	City of Karratha	Wages	6,375.63
07.10.2020	City of Karratha	Wages	7,105.96

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
	07.10.2020	City of Karratha	Wages	5,280.58
				<b>1,686,618.83</b>
<b>Total Payments:</b>				<b><u>10,931,567.33</u></b>



**10.3 AUDIT AND ORGANISATIONAL RISK COMMITTEE – OCTOBER 2020 MEETING**

<b>File No:</b>	<b>FM.1</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Manager Governance &amp; Organisational Strategy</b>
<b>Date of Report:</b>	<b>26 October 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>1. AORC Meeting Minutes – 27 October 2020</b> <b>2. Confidential – Internal Audit – Schedule of Rates Contracts</b> <b>3. Confidential – Financial Management Systems Review</b> <b>4. Confidential – Risk Register</b>

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**PURPOSE**

To receive the minutes of the Audit and Organisational Risk Committee (AORC) meeting held on 27 October 2020.

**BACKGROUND**

The following matters were discussed at the meeting:

- a) Interim Audit Report 2019/20  
Five findings noted - three were minor risks and two were moderate risks identified in previous year audits. Only one minor risk remains outstanding.
- b) Financial Management Systems Review 2020  
Nine findings were noted - three moderate risks and six low risks were identified. Two observations were also noted. Action plan being implemented to respond.
- c) Internal Audit Program 2020-2023  
A series of major and minor reviews are planned for the three year period 2020/21-2022/23 that focus on business improvement around critical risks/services.
- d) Risk Register Update  
184 significant risks have been identified. From amongst 47 inherent risks classified as high or extreme, only one remains as a residual risk at this rating.
- e) OAG Performance Audits – Records Management and Fraud Prevention  
Two performance audits were undertaken across the WA local government sector that did not involve the City of Karratha. The first focused on records management and the second on fraud prevention. Applying the findings of the audits to the City's operations, the City is in a good position with its record keeping practices, however an improvement opportunity has been identified in the area of website records. Good practices are also in place in relation to fraud prevention with several improvement opportunities identified.

f) Regulation 17 Reviews

This report highlights a suite of checks and balances undertaken by the organisation to ensure that the City’s systems and procedures are appropriate and effective in relation to risk management, internal control and legislative compliance.

g) General Updates

Updated progress on past internal, interim and external audit recommendations.

**LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

The Audit and Organisational Risk Committee has discussed the issues summarised in this report.

**COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

Part 7 of the *Local Government Act 1995* makes provision for the Audit Committee and the conduct of internal and external audits.

Regulation 5 of the *Local Government (Financial Management) Regulations 1996* provides for financial management systems reviews. Regulation 17 reviews are captured under the *Local Government (Audit) Regulations 1996*.

Performance audits undertaken by the Office of the Auditor General are provided under section 15 of the *Auditor General Act 2006*.

**POLICY IMPLICATIONS**

The Risk Management Policy (CG-1) is impacted or applies.

**FINANCIAL IMPLICATIONS**

There are no specific financial implications as a result of this report.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council’s approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2020-2021 provided for this activity:

Programs/Services:	4.c.1.1	Management Accounting Services
Projects/Actions:	4.c.1.1.19.1	Conduct monthly and annual financial reviews and reporting
Programs/Services:	4.e.1.2	Organisational Risk Management
Projects/Actions:	4.e.1.2.19.1	Implement internal audit program
	4.e.1.2.19.2	Review risk management framework



**RISK MANAGEMENT CONSIDERATIONS**

The level of risk to the City is considered to be as follows:

Category	Risk level	Comments
Health	Moderate	The Risk Register review assists in identifying and managing risks that may affect health.
Financial	Moderate	The conduct of risk reviews, internal and external audits are an integral part of ensuring that financial risks are minimised.
Service Interruption	Moderate	The Risk Register review assists in identifying and managing risks that may interrupt services.
Environment	Moderate	The Risk Register review assists in identifying and managing risks that may have an impact on the environment.
Reputation	Moderate	The Risk Register review assists in identifying and managing risks that may affect the City's reputation.
Compliance	Moderate	The conduct of risk reviews and internal/external audits are an integral part of ensuring that legislative compliance is maintained.

**IMPACT ON CAPACITY**

There is no impact on capacity or resourcing to carry out the Officer's recommendation. Internal audits and other tasks are incorporated into existing employee responsibilities.

**RELEVANT PRECEDENTS**

Risk management activity, interim audits and internal audits are carried out regularly throughout the year. The FMSR was last conducted in 2017 and is required to be reviewed at least every three years.

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to DEFER consideration of this matter pending further clarification.

**CONCLUSION**

The primary focus of the Audit and Organisational Risk Committee meeting held on 27 October 2020 was to consider the Interim Audit Report from the OAG, Financial Management Systems Review, Internal Audit Program and the Regulation 17 activities.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 154699  
**MOVED** : Cr Scott  
**SECONDED** : Cr Smeathers

**That Council by SIMPLE Majority pursuant to Part 7 of the *Local Government Act 1995* and Regulations 10 and 17 of the *Local Government (Audit) Regulations 1996* RESOLVES to:**

- 1. RECEIVE the minutes of the Audit and Organisational Risk Committee meeting held 27 October 2020;**
- 2. RECEIVE the Interim Management Report from the Office of the Auditor General dated 30 July 2020;**
- 3. ACCEPT the Financial Management Systems Review prepared by Avant Edge Consulting dated 22 July 2020;**
- 4. ENDORSE the Internal Audit Program for the three year period 2020/21 – 2022/23;**
- 5. NOTE the activities undertaken to ensure the appropriateness and effectiveness of the City's systems and procedures in relation to risk management, internal controls and legislative compliance;**
- 6. NOTE the current risk management report; and**
- 7. NOTE the confidential report on the Internal Audit of Schedule of Rates Contracts.**

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Bertling, Cr Evans, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller  
**AGAINST** : Nil

**10.4 COUNCIL MEETING DATES**

<b>File No:</b>	<b>GV.1</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>DAO Corporate Services</b>
<b>Date of Report:</b>	<b>11 November 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Nil</b>

**PURPOSE**

For Council to consider the schedule of dates for Council meetings from December 2020 to December 2021.

**BACKGROUND**Council Meetings

At the end of each year, Council is required to consider arrangements for each Ordinary Council Meeting (OCM) for the next year in order to provide public notice of dates, times and venues for meetings.

In recent years Council has scheduled its OCMs to be held on the third Monday of each calendar month with the exception of the following:

<b>Month</b>	<b>Timing</b>
January	held in the last week depending on which day Australia Day public holiday falls owing to the holiday period.
June	held on the last working day of June in order to have the budget approved to commence the new financial year.
October	held on the fourth/last Monday in election years to allow newly elected members to be inducted and the election of Mayor and Deputy Mayor following the Local Government Elections which are held on the third Saturday of October.
December	held on the second Monday owing to the holiday period.

OCMs are conducted after business hours at 5.30pm to maximise opportunity for elected members to attend without impacting their work commitments as well as ensuring that members of the public can attend.

The majority of OCMs have traditionally been held in the Council Chambers with one meeting held in Roebourne and one in Wickham. The Council has previously considered different meeting frequencies and venues, however a balance has been struck between statutory obligations, customer service obligations to ratepayers and practical turnaround times from an administrative perspective in preparing and collating Council reports and the availability of elected members.

Special Council Meetings

Before Council can establish a differential rating model, the proposed differential rates together with the objects of imposing differential rates and reasons for each rate must be

advertised for a minimum period of 21 days. In accordance with section 6.36(2)(a) of the *Local Government Act 1995*, the City may publish a notice of its intention to impose differential general rates on or after 1 May. If the May OCM is held on the last Monday in May this would negate the need to convene a Special Council Meeting (SCM). This would bring the number of meetings held at the end of month (rather than the third Monday) to four. As these are mostly unavoidable and to maintain at least four weeks between each meeting, it is proposed to change OCMs from the third to the fourth Monday of each calendar month.

A general meeting of electors is to be held once every financial year not more than 56 days after Council accepts the annual report for the previous financial year. Council has historically held this meeting immediately prior to the December OCM. The 2019 meeting did not occur due to the 2018/19 annual audit not being finalised and the subsequent *Local Government (COVID-19 Response) Order 2020* which did not allow for the Annual Electors’ Meeting to be held during the COVID emergency period.

The *Local Government (COVID-19 Response) Amendment Order 2020* gazetted on 3 November 2020 requires that the 2019 Annual Electors’ Meeting be held before 30 December 2020. It is proposed that the 2019 Annual Electors’ Meeting be held at 5pm immediately prior to the 14 December 2020 OCM.

Given that the 2019/20 annual audit has yet to be completed, the 2020 Annual Electors’ Meeting scheduled for 5pm on 14 December 2020 will also need to be rescheduled to a later date.

School Holidays in WA

Only one OCM (27 January 2021) coincides with school holiday dates:

School Holidays	Starts	Finishes
First Day of School	1 Feb 2021 (Mon)	
Term 1 Holidays	2 Apr 2021 (Fri)	18 Apr 2021 (Sun)
Term 2 Holidays	3 Jul 2021 (Sat)	18 Jul 2021 (Sun)
Term 3 Holidays	25 Sep 2021 (Sat)	10 Oct 2021 (Sun)
Term 4 Holidays	17 Dec 2021 (Fri)	30 Jan 2022 (Sun)

In 2021 ANZAC Day falls on Monday, 26 April, therefore the April OCM is proposed for Tuesday, 27 April.

Councillor Briefing Sessions

In addition to the OCMs, briefing sessions are held each month. Currently briefing sessions are held the Monday a week prior to the Council meeting where Councillors can be briefed on current activities, future initiatives, strategic issues and the forthcoming agenda and a briefing session post the Council meeting. These sessions are considered extremely valuable in terms of allowing staff and external parties to brief Councillors and ensuring that Councillors have an opportunity for input early in the deliberative process. It is proposed to continue the current arrangements for Briefing Sessions, however no Briefing Session is proposed for January 2021 owing to the Christmas - New Year break.

**LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

This matter has been discussed with Councillors at the November briefing session.

**COMMUNITY CONSULTATION**

Community engagement activities in accordance with the iap<sup>2</sup> public participation spectrum process to inform are proposed as follows:

Who	How	When	What	Outcome
Community	Advertise in the local newspaper and on the City's website and on noticeboards.	Nov/Dec 2020	Approved schedule of Council Meeting dates for 2021	Give 12 month's local public notice of Council meeting dates

**STATUTORY IMPLICATIONS**

Section 5.3 of the *Local Government Act 1995* requires local governments to hold no less than four Council meetings per year. In accordance with Regulation 12 of the *Local Government (Administration) Regulation 1996*, at least once each year a local government is to give local public notice of the dates on which and the time and place at which the Ordinary Council Meetings are to be held in the next 12 months.

Section 5.27 of the Act provides for electors' general meetings and has been modified by the *Local Government (COVID-19 Response) Order 2020* and *Local Government (COVID-19 Response) Amendment Order 2020* gazetted on 3 November 2020 to provide that the general meeting is to be held on a day selected by the local government but not more than 56 days after cessation day (3 November 2020).

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

The proposed meeting schedule presents no significant financial implications.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council's approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2020-2021 provided for this activity:

Programs/Services: 4.a.2.6 Agenda and Minutes Preparation

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk to the City is considered to be as follows:

Category	Risk level	Comments
Health	N/A	Nil
Financial	N/A	Nil
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	Moderate	Failure to give local public notice of Council meeting dates will breach Statutory requirements.

**IMPACT ON CAPACITY**

Any variations to the meeting frequency will have an impact on the staff resourcing the Council meeting function, though this is not considered to be significant.

**RELEVANT PRECEDENTS**

In 2020 Council scheduled the majority of its OCMs on the third Monday of each calendar month commencing at 5.30pm. In previous years, meetings commenced at 6.30pm.

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**

Option 1

As per Officer’s recommendation.

Option 2 – All meetings in Council Chambers on the fourth Monday of the month

That Council by SIMPLE Majority pursuant to Section 5.25 of the *Local Government Act, 1995* and Regulation 12 of the *Local Government (Administration) Regulations 1996* RESOLVES to:

1. SCHEDULE the 2019 Annual Electors’ Meeting for 5pm on 14 December 2020; and
2. ADVERTISE the following schedule for the 2021 Ordinary Council meeting dates of the City of Karratha, noting meeting times will be 5.30pm (unless otherwise stated):

Date	Location
27 January 2021 (Wed)	Council Chambers, Karratha
22 February 2021	
22 March 2021	
27 April 2021 (Tue)	
31 May 2021	
28 June 2021	
30 June 2021 (Wed @3pm SCM – Budget)	
26 July 2021	
23 August 2021	
27 September 2021	
18 October 2021 (SCM – election of Mayor and Deputy Mayor, and seat ballot)	
25 October 2021	
22 November 2021	
13 December 2021 (inc. Annual Electors’ Meeting) @5pm	

Option 3 - Meetings on the third Monday of the month

That Council by SIMPLE Majority pursuant to Section 5.25 of the *Local Government Act, 1995* and Regulation 12 of the *Local Government (Administration) Regulations 1996* RESOLVES to:

1. SCHEDULE the 2019 Annual Electors’ Meeting for 5pm on 14 December 2020; and
2. ADVERTISE the following schedule for the 2021 Ordinary Council Meeting dates of the City of Karratha, noting meeting times will be 5.30pm (unless otherwise stated):

Date	Location
27 January 2021 (Wed)	Council Chambers, Karratha
15 February 2021	Council Chambers, Karratha
15 March 2021	Council Chambers, Karratha

19 April 2021	Roebourne Cultural Complex 3 Roe Street, Roebourne
17 May 2021	Council Chambers, Karratha
27 May 2021 (Thu @3pm, SCM-rates submissions)	Council Chambers, Karratha
21 June 2021	Council Chambers, Karratha
30 June 2021 (Wed @3pm, SCM-Budget)	Council Chambers, Karratha
19 July 2021	Council Chambers, Karratha
16 August 2021	Wickham Community Hub, Wickham
20 September 2021	Council Chambers, Karratha
18 October 2021 (SCM-election of Mayor and Deputy Mayor, and seat ballot)	Council Chambers, Karratha
25 October 2021	Council Chambers, Karratha
15 November 2021	Council Chambers, Karratha
13 December 2021 (inc. Annual Electors' Meeting) @5pm	Council Chambers, Karratha

Option 3

That Council by SIMPLE Majority pursuant to Section 5.25 of the *Local Government Act, 1995* and Regulation 12 of the *Local Government (Administration) Regulations 1996* RESOLVES to:

1. SCHEDULE the 2019 Annual Electors' Meeting for 5pm on 14 December 2020; and
2. ADVERTISE the following alternate meeting schedule for the 2021 Ordinary Council Meetings for the City of Karratha, noting meeting times will be \_\_\_\_.

Date	Location	Time
__ January 2021		
__ February 2021		
__ March 2021		
__ April 2021		
__ May 2021		
__ May 2021 (SCM)		
__ June 2021		
__ June 2021 (SCM)		
__ July 2021		
__ August 2021		
__ September 2021		
__ October 2021 (SCM)		
__ October 2021		
__ November 2021		
__ December 2021 (inc. Annual Electors' Meeting) @5pm		

**CONCLUSION**

In order to maintain a balance between timely decision making and the impact on resources, it is proposed to hold Ordinary Meetings of Council on the fourth Monday of each month at 5.30pm except for the:

- January meeting which is proposed to be held on Wednesday, 27 January;
- April meeting which is proposed to be held on Tuesday, 27 April;
- May meeting which is proposed to be held on Monday, 31 May in lieu of holding a SCM to consider submissions and initiate the process for seeking Ministerial approval regarding the 2021/22 differential rated model;
- June meeting which is proposed to be held at the last day of the month (Wednesday, 30 June) in lieu of holding a SCM, for Council to consider the 2021/22 Budget and the 2021/22 Operational Plan;
- December meeting which is proposed to be brought forward by one week owing to the holiday period.

The proposal also continues the established arrangements for Councillor Briefing Sessions, and ten Ordinary Council Meetings being held in the Council Chambers, one in Roebourne and one in Wickham.

**OFFICER'S RECOMMENDATION**

That Council by SIMPLE Majority pursuant to Section 5.25 of the *Local Government Act, 1995* and Regulation 12 of the *Local Government (Administration) Regulations 1996* RESOLVES to:

1. SCHEDULE the 2019 Annual Electors' Meeting for 5pm on 14 December 2020; and
2. ADVERTISE the following schedule for the 2021 Ordinary Council Meeting dates of the City of Karratha, noting meeting times will be 5.30pm:

Date	Location
27 January 2021 (Wed)	Council Chambers, Karratha
22 February 2021	Council Chambers, Karratha
22 March 2021	Council Chambers, Karratha
27 April 2021 (Tue)	Roebourne Cultural Complex (Ngurin Centre), 3 Roe Street, Roebourne
31 May 2021	Council Chambers, Karratha
30 June 2021 (Wed)	Council Chambers, Karratha
26 July 2021	Council Chambers, Karratha
23 August 2021	Wickham Community Hub, Wickham
27 September 2021	Council Chambers, Karratha
18 October 2021 (SCM)	Council Chambers, Karratha
25 October 2021	Council Chambers, Karratha
22 November 2021	Council Chambers, Karratha
13 December 2021 (inc. Annual Electors' Meeting) @5pm	Council Chambers, Karratha



**COUNCIL AMENDED RESOLUTION**

**Res No : 154700**  
**MOVED : Cr Bertling**  
**SECONDED : Cr Bailey**

**That Council by SIMPLE Majority pursuant to Section 5.25 of the *Local Government Act, 1995* and Regulation 12 of the *Local Government (Administration) Regulations 1996* RESOLVES to:**

- 1. SCHEDULE the 2019 Annual Electors’ Meeting for 5pm on 14 December 2020;**
- 2. ADVERTISE the following schedule for the 2021 Ordinary Council Meeting dates of the City of Karratha, noting meeting times will be 5.30pm:**

<b>Date</b>	<b>Location</b>
<b>27 January 2021 (Wed)</b>	<b>Council Chambers, Karratha</b>
<b>22 February 2021</b>	<b>Council Chambers, Karratha</b>
<b>22 March 2021</b>	<b>Council Chambers, Karratha</b>
<b>27 April 2021 (Tue)</b>	<b>Roebourne Cultural Complex (Ngurin Centre), 3 Roe Street, Roebourne</b>
<b>31 May 2021</b>	<b>Council Chambers, Karratha</b>
<b>30 June 2021 (Wed)</b>	<b>Council Chambers, Karratha</b>
<b>26 July 2021</b>	<b>Council Chambers, Karratha</b>
<b>23 August 2021</b>	<b>Wickham Community Hub, Wickham</b>
<b>27 September 2021</b>	<b>Council Chambers, Karratha</b>
<b>25 October 2021</b>	<b>Council Chambers, Karratha</b>
<b>22 November 2021</b>	<b>Council Chambers, Karratha</b>
<b>13 December 2021 (inc. Annual Electors’ Meeting) @5pm</b>	<b>Council Chambers, Karratha</b>

- 3. NOTE that the Declaration of Office Ceremony to conduct the swearing in of newly elected Councillors following the October 2021 Local Government Elections will be held at 5.30pm on 18 October 2021 in Council Chambers; and**
- 4. NOTE that the election of Mayor and Deputy Mayor; and ballot draw for Members to occupy own seats will be conducted at the 25 October 2021 Ordinary Council Meeting.**

**CARRIED**

**FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Evans, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller**  
**AGAINST : Nil**  
**REASON : Councillors modified the Officer’s recommendation to conduct the election of Mayor and Deputy Mayor; and undertake a ballot draw for Members to occupy own seats at the October 2021 Ordinary Council Meeting to enable newly elected Members to adjust to their roles and provide an opportunity to network with fellow Councillors prior to their first meeting.**



Cr Evans declared an impartiality interest in item 10.5 Councillor Vacancies – Dampier Ward and Karratha Ward as Cr Evans tendered her resignation from Council with effect from 8 January 2021. Cr Evans did not leave the room as the disclosure did not restrict her ability to vote on this matter

### **10.5 COUNCILLOR VACANCIES – DAMPIER WARD AND KARRATHA WARD**

<b>File No:</b>	<b>GV.4</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Manager Governance &amp; Organisational Strategy</b>
<b>Date of Report:</b>	<b>2 November 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>WAEC Letter and Election Timetable</b>

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#### **PURPOSE**

For Council to consider the early vacancy for the Dampier Ward resulting from Cr Evans' resignation from Council and the opportunity to conduct simultaneous extraordinary elections for the Dampier Ward and the Karratha Ward previously vacated by Cr Levissianos.

#### **BACKGROUND**

Cr Georgia Evans has provided formal notice of her resignation from Council with effect from 8 January 2021 owing to relocation to NSW and family priorities. Cr Evans has represented the Dampier Ward on Council since 21 October 2017. Cr Evans' term expires on 16 October 2021.

Given that Cr Evans is the only Dampier Ward councillor and the seat will be vacant prior to 16 January 2021, the City is required to conduct an extraordinary election to fill the vacancy for the balance of the term after which a new election will be held at the ordinary election on 16 October 2021.

In relation to an extraordinary election, Council is required to consider whether to conduct the election as a postal election, which would need to be conducted by the WA Electoral Commission, or as a voting in person election. Traditionally, Council has opted to use the independent services of the WAEC to run postal elections, however a voting in person election does not require that the WAEC conduct the election. Anecdotally postal elections whilst more expensive do have a better voter turnout with the last seat contested in Dampier in 2013 attracting a 32.47% voter turnout.

Either the Mayor can fix a date to conduct the extraordinary election, or Council can fix a date at a meeting held within one month of the resignation notice. An extraordinary election must be held not later than four months after the vacancy occurs.

Officers have contacted the WA Electoral Commission to obtain advice on the earliest recommended time to conduct an extraordinary election for the Dampier Ward. The WAEC has recommended an election date of Friday 26 February 2021 bearing in mind the arrangements that need to be put into place in the lead up to the election day. An indicative

Election Timetable is attached to this report on the basis of election day being 26 February 2021.

Council will also need to consider the resultant vacancies on the Arts Development & Events Advisory Group, Environment and Sustainability Advisory Group, Waste Advisory Group and Youth Advisory Group.

In December 2019, Council was informed of the vacancy in the Karratha Ward left by George Levissianos. On 20 January 2020, Council sought approval from the WA Electoral Commissioner to hold the seat vacant until the next ordinary election on the basis that more than 80% of the number of offices of councillor for the Karratha Ward remained filled. Approval was granted by the WA Electoral Commissioner.

With the vacancy in the Dampier Ward, there is an opportunity to reconsider holding an extraordinary election for the Karratha Ward. The WAEC has advised that the cost of holding extraordinary elections in both Dampier Ward and Karratha Ward will be approximately \$36,000 (as opposed to \$10,000 for Dampier alone). With no Councillor remaining in Dampier Ward, Council has no choice but to hold an extraordinary election for Dampier Ward, however with seven Councillors remaining in Karratha Ward there is no imperative to hold an extraordinary election for Karratha Ward prior to the ordinary elections in October 2021.

#### **LEVEL OF SIGNIFICANCE**

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

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

Councillors were consulted regarding the options for filling the vacancies on Council at the November briefing.

#### **COMMUNITY CONSULTATION**

No community consultation is required. The WAEC has been advised and consulted regarding the conduct of an extraordinary election.

#### **STATUTORY IMPLICATIONS**

The following provisions of the *Local Government Act 1995* are relevant to this matter:

- Section 2.21 and 2.32 – regarding qualification for holding office and extraordinary vacancies;
- Sections 4.9, 4.17(3) and (4A)(b) – regarding election day and vacancy of offices; and
- Section 4.20 and 4.61 – regarding the appointment of the returning officer to conduct elections and the method of conducting the election.

#### **POLICY IMPLICATIONS**

There are no policy implications.

#### **FINANCIAL IMPLICATIONS**

As a result of the vacancy, councillor fees and allowances of \$2,931.50 per month will not be required until the vacant seat is filled.

The cost to conduct an extraordinary postal in the Dampier Ward, is approximately \$10,000 (inclusive of GST). If an extraordinary election was to be held for both Dampier Ward and Karratha Ward, the cost is estimated to be \$36,000 (inclusive of GST). If there is only one nomination for a Ward the costs will be reduced.

No provision has been made in the budget for this expense.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council’s approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2020-2021 provided for this activity:

Programs/Services: 4.a.2.4 Legal and legislative support  
 Projects/Actions: 4.a.2.4.20.2 Partner with the WA Electoral Commission to conduct the bi-annual LG Elections

**RISK MANAGEMENT CONSIDERATIONS**

There are no risk management considerations applicable. The level of risk to the City is considered to be as follows:

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	The savings/costs associated with this item are immaterial in the City’s overall budget.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	Low	An extraordinary election is required for Dampier Ward to ensure compliance with the <i>Local Government Act 1995</i> .

**IMPACT ON CAPACITY**

If Council decides to proceed with an extraordinary election there will be some impact on staff in terms of conduct of the election, however this will not be significant if the election is conducted by the WAEC.

**RELEVANT PRECEDENTS**

Over the past decade the Council has previously opted to leave a vacant seat uncontested with the approval of the WA Electoral Commissioner in:

- June 2010 when Cr D Rothe (Karratha Ward) resigned - seat contested at October 2011 election;
- July 2011 when Cr F Cechner (Karratha Ward) resigned - seat contested at October 2011 election;
- January 2013 when Cr N Lockwood (Karratha Ward) resigned - seat contested at October 2013 election; and
- January 2015 when Cr N Kickett (Dampier Ward) resigned - seat contested at October 2015 election.

Extraordinary elections have been held infrequently and all but one was held simultaneously with ordinary elections in 2007, 2011 and 2013. In 2010 an extraordinary election was held on 25 February 2010 for the Karratha Ward.

**VOTING REQUIREMENTS**

Absolute Majority.

**OPTIONS:**

Option 1

As per Officer’s recommendation.

Option 2

That Council by ABSOLUTE Majority pursuant to Part 4 of the *Local Government Act 1995* RESOLVES to:

1. NOTE the resignation of Dampier Ward Councillor Georgia Evans;
2. ACKNOWLEDGE Cr Evans' commitment and service to the Dampier Ward and the Council of the City of Karratha;
3. DECLARE, in accordance with section 4.20(4) of the *Local Government Act 1995* that the WA Electoral Commissioner is responsible for the conduct of an extraordinary election for the Dampier Ward on \_\_\_\_\_ [within 4 months of Cr Evans' notice of resignation]; and
4. DECIDE, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the extraordinary election will be as a postal election.

Option 3

That Council by ABSOLUTE Majority pursuant to Part 4 of the *Local Government Act 1995* RESOLVES to:

1. NOTE the resignation of Dampier Ward Councillor Georgia Evans;
2. ACKNOWLEDGE Cr Evans' commitment and service to the Dampier Ward and the Council of the City of Karratha;
3. NOTIFY the WA Electoral Commissioner of the intention to conduct an extraordinary election for the Dampier Ward and the Karratha Ward with terms expiring in October 2021;
4. DECLARE, in accordance with section 4.20(4) of the *Local Government Act 1995* that the WA Electoral Commissioner is responsible for the conduct of two simultaneous extraordinary elections for the Dampier Ward and the Karratha Ward on Friday 26 February 2021; and
5. DECIDE, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the extraordinary elections will be as a postal election.

**CONCLUSION**

Cr Evans has resigned from Council effective 8 January 2021. Given the Dampier Ward has only one office of Councillor an extraordinary election is required for a term expiring on 16 October 2021. The WA Electoral Commissioner has recommended an election date of Friday 26 February 2021.

A simultaneous extraordinary election could be conducted for the Karratha Ward previously vacated by former George Levissianos, however this would significantly increase the cost and approval has been provided by the WA Electoral Commissioner to leave the Karratha Ward seat vacant as there is still seven Councillors in the Karratha Ward.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 154701  
**MOVED** : Cr Bailey  
**SECONDED** : Cr Smeathers

**That Council by ABSOLUTE Majority pursuant to Part 4 of the *Local Government Act 1995* RESOLVES to:**

- 1. NOTE the resignation of Dampier Ward Councillor Georgia Evans;**
- 2. ACKNOWLEDGE Cr Evans' commitment and service to the Dampier Ward and the Council of the City of Karratha;**
- 3. DECLARE, in accordance with section 4.20(4) of the *Local Government Act 1995* that the WA Electoral Commissioner is responsible for the conduct of an extraordinary election for the Dampier Ward on Friday, 26 February 2021; and**
- 4. DECIDE, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the extraordinary election will be as a postal election.**

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Bertling, Cr Evans, Cr Miller, Cr Scott, Cr Smeathers,  
Cr Waterstrom Muller  
**AGAINST** : Nil





**10.6 NOVEMBER 2020 BUDGET REVIEW**

<b>File No:</b>	<b>FM.19</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Management Accountant</b>
<b>Date of Report:</b>	<b>11 November 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Detailed Budget List of Amendments by Account</b>

**PURPOSE**

For Council to consider the first quarter review of the 2020/21 budget and the allocation of surplus funds.

**BACKGROUND**

Council elects to undertake two full Budget Reviews each year, with the first review conducted in November 2020 and the second (statutory review) to be conducted in February 2021.

Council's entire budget was reviewed by the management team, with each manager explaining the current status of their department budget. Through this process, budget modifications have been recommended to forecast the most likely financial outcomes. The attached report identifies accounts that are expected to have material or confirmed variances compared to the original or current budget and therefore require budget amendment.

Following is a summary of significant changes:

<b>Item</b>	<b>Savings / (Cost)</b>	<b>Explanation</b>
<b>Operating Revenue</b>		
KTA Airport Revenue – Landings & Passenger Fees	\$2,157,990	Flight schedule increased based on actuals and airline forecasts, which are higher than previously budgeted
TC Damien Insurance	\$1,600,000	Expected settlement of insurance claim
Interim Rates	\$703,024	Adjustment for Bay Village and minor valuation movements
Contributions REAP	(\$540,000)	Grant received previous FY
Karratha Leisureplex Admission Fees	\$357,854	Amended in line with anticipated actuals post COVID-19 impact
Contaminated Waste Disposal	\$265,717	Amended in line with YTD actuals and future forecast
<b>Operating Expenditure</b>		
TC Damien Costs	(\$1,020,041)	Amended in line with YTD actuals and outstanding Purchase Orders
COVID-19 Response	\$1,017,067	Amended in line with YTD actuals and future forecast
City Centre Landscaping	(\$929,318)	Recasting scope of works
The Quarter Building	(\$606,352)	BMW incentive
Inter Regional Air Travel	\$555,413	Reduction in budget as government funding for Aviair has been extended to end of March 2021
OECD Conference	\$493,902	Event not proceeding due to COVID-19

Non Operating Expenditure/Revenue		
Land Development L651 Hancock	(\$550,000)	Creation of lots for sale; costs for survey, earthworks, power, water and sewer connections. Commence design early 2021, and construction in May 2021
Purchase Plant – Roads & Streets	(\$510,000)	Prime Mover and Water Truck not c/fwd from LY 19/20
Karratha Revitalisation Strategy	\$450,000	Wellard Way construction c/fwd to 21/22 FY
Purchase Plant – Landfill Operations	\$339,085	Amended in line with future forecast, Hooklift Truck under budget
Net Reserve Movements	\$4,594,909	

As a result of this review, a surplus of \$2,201,470 was projected as at 30/06/2021.

New Initiatives

A presentation was provided to Councillors at the November briefing session, proposing that the projected surplus funds and additional Reserve/Grant funding be used to support the following projects previously identified by / discussed with Councillors:

PROJECT TITLE	PROJECT DESCRIPTION	Total Costs 2020/21	Municipal Funds	External Funding	Reserve Funds
Lazy Lands Housing Development	Development Agreement post tender with GBSC Yurra to construct 9 houses. Proposed construction commence Feb 2021 - 12 month program with works over 2 FY	\$1,500,000	\$1,500,000	-	-
Bayly Ave Entry Landscaping	The overall design envisaged landscaping including a significant “statement piece” at the entrance of Dampier Highway and along the road reserve median. As noted in the June 2020 Council Report tender submissions significantly exceed the pre-tender construction estimates for the landscape works. It is also envisaged the Public Art component would also be staged concurrently with the Dampier Highway intersection landscape works	\$891,296	-	-	\$891,296
Oval Spectator Shade Structure - KLP	The Karratha Leisureplex Facility Improvement Study identified the merits of providing additional permanent shade structures along the playing field. This would improve amenity for spectators, the community and the Department of Education sports program while utilising the playing fields.	\$450,000	\$450,000	-	-
Records Digitisation/ Centralisation	Offsite Records storage and outsourced digitisation of physical records	\$125,000	\$125,000	-	-
The Quarter Tenancy Attraction	Tenancy creation at The Quarter HQ	\$200,000	-	-	\$200,000

PROJECT TITLE	PROJECT DESCRIPTION	Total Costs 2020/21	Municipal Funds	External Funding	Reserve Funds
Household Hazardous Waste (HHW) storage unit	Install permanent container storage unit for residential drop off of HHW streams including household batteries, acids, aerosols, flares, paint, gas cylinders, general household chemicals, fire extinguishers and solvents. Submitted EOI to participate in program in November 2019 and WALGA has submitted funding application to Waste Authority on City's behalf. Collection, recycling and disposal of HHW is funded through the program on an ongoing basis.	\$50,000	-	\$50,000	-
Environmental Sustainability Strategy Implementation	Utility Monitoring & Climate Clever	\$40,850	\$40,850	-	-
<b>TOTAL</b>		<b>\$3,257,146</b>	<b>\$2,115,850</b>	<b>\$50,000</b>	<b>\$1,091,296</b>

The net proposed position after this review is a projected budget surplus of \$85,620 as at 30 June 2021.

Fees & Charges

The 2020/21 Schedule of Fees and Charges has also been reviewed by Officers and the following new or amended fees are proposed, effective from 1 January 2021:

Current Fee	Proposed Description	New or Amended Fee	Rationale	Proposed New Fee (Incl GST)
N/A	Pam Buchanan Café - Full Kitchen Hire (commercial group) per hour	New	To enable casual hire of the Pam Buchanan Café kitchen	\$50.00
N/A	Pam Buchanan Café - Full Kitchen Hire (commercial group) per week. Maximum of 7 days in a 1 month period	New	To enable casual hire of the Pam Buchanan Café kitchen	\$500.00
N/A	Pam Buchanan Café - Full Kitchen Hire (community group)	New	To enable casual hire of the Pam Buchanan Café kitchen	50% of applicable commercial rate
N/A	Pam Buchanan Café - Servery/Kiosk Hire (commercial group) per hour. Only includes serving window/counter & adjacent fridges. No cooking or food prep/equipment required	New	To enable casual hire of the Pam Buchanan Café kitchen	\$24.00

N/A	Pam Buchanan Café - Servery/Kiosk Hire (commercial group) per day. Only includes serving window/counter & adjacent fridges. No cooking or food prep/equipment required	New	To enable casual hire of the Pam Buchanan Café kitchen	\$240.00
N/A	Pam Buchanan Café - Servery/Kiosk Hire (Community group). Only includes serving window/counter & adjacent fridges. No cooking or food prep/equipment required	New	To enable casual hire of the Pam Buchanan Café kitchen	50% of applicable commercial rate
N/A	For Profit Activities in City Parks Permit (per annum)	New	Regulate the use of City reserves and parks by personal trainers and other fitness/wellness activities who charge a fee for their services.	\$200.00
N/A	Karratha Airport Environmental Clean	New	To allow for COVID-19 cleaning requirements outside of current contract cleaning regime	Cost Plus 12.5%
N/A	Karratha Airport Parker Card Issuance	New	Omitted from 20/21 Fees and Charges	\$20.00
Karratha Terminal Lease Income – Rental car meeting & greeting rights (\$5,964.66 pa or 8.5% of airport turnover as per leases with existing rental car operators)	Karratha Terminal Lease Income - Rental car meeting and greeting rights	Amended	Update the fee to a simplified structure as per current leases	8.5% of turnover per annum

**LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

The Executive and management have been involved in regular reviews of operational and capital budgets both as part of the Budget Review process and ongoing financial management and variance reporting to Council. Workshops were held by the Executive and Managers in late October 2020 following which the Budget Review was discussed with Councillors at the November Briefing Session.

**COMMUNITY CONSULTATION**

The results of the Budget Review will be presented to the community in a media release. Local public notice of the new fees and charges will be given if approved by Council.

**STATUTORY IMPLICATIONS**

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

Section 6.16 and 6.19 of the *Local Government Act 1995* provides for amending fees and charges during a financial year.

**POLICY IMPLICATIONS**

The City’s Budget Review is completed in accordance with *Budget Review Policy CF16*, *Local Government Accounting Directions CF1* and the Australian Accounting Standards.

**FINANCIAL IMPLICATIONS**

If Council approves the allocation of identified surplus funds as indicated above, the following table summarises the overall adjustments required to the budget as a result of the Budget Review and Ordinary Council Meetings for 2020/21:

	Original Budget 2020/21	Current Budget 2020/21	Proposed Amended Budget 2020/21	Budget Movement
Operating Expense	(100,281,437)	(100,331,437)	(103,019,356)	(2,687,919)
Operating Revenue	107,935,497	107,935,497	114,529,907	6,594,410
Non Operating Expense	(55,254,677)	(55,254,677)	(56,751,196)	(1,496,519)
Non Operating Revenue	22,637,913	22,637,913	21,065,544	(1,572,369)
Non Cash Items Included	19,894,045	19,894,045	21,701,057	1,807,012
Restricted PUPP Surplus BFWD 19/20	452,483	452,483	453,046	563
Unrestricted Surplus BFWD 19/20	5,048,682	5,048,682	2,405,441	(2,643,241)
Restricted PUPP Surplus CFWD	298,823	298,823	298,823	0
<b>Surplus/ (Deficit) 20/21</b>	<b>133,683</b>	<b>83,683</b>	<b>85,620</b>	<b>1,937</b>

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council’s approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2020-2021 provided for this activity:

- Our Programs/Services: 4.c.1.1 Corporate Accounting Services.
- Our Projects/Actions: 4.c.1.1.1 Conduct monthly and annual financial reviews and reporting.

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk to the City is considered to be as follows:

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	The budget review identified a surplus which provides significant funding for priority New Initiatives.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	Low	The City’s first budget review is not a legislative requirement.

**IMPACT ON CAPACITY**

Impact on capacity or resourcing has been factored in to the evaluation of each of the proposed new initiatives.

**RELEVANT PRECEDENTS**

Two budget reviews were conducted in the 2019/20 financial year in line with statutory provisions and management practices.

**VOTING REQUIREMENTS**

Absolute Majority.

**OPTIONS:**

Option 1

As per the Officer’s recommendation.

Option 2

That Council by ABSOLUTE Majority pursuant to Regulation 33A of the *Local Government (Financial Management) Regulations 1996* RESOLVES to ADOPT the 2020/21 First Quarter Budget Review (excluding the new initiatives) which results in a proposed surplus of \$2,201,470 as at 30 June 2021.

Option 3

That Council by ABSOLUTE Majority pursuant to Regulation 33A of the *Local Government (Financial Management) Regulations 1996* RESOLVES to:

1. ADOPT the 2020/21 First Quarter Budget Review (excluding the new initiatives); and
2. CONSIDER options for the surplus funds (including the new initiatives) at the December Ordinary Council Meeting.

Option 4

That Council by ABSOLUTE Majority pursuant to Regulation 33A of the *Local Government (Financial Management) Regulations 1996*, RESOLVES to ADOPT the Proposed 2020/21 Budget Amendments presented in the Budget Review subject to the following changes:

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

**CONCLUSION**

The amendments in the attachments reflect the City’s operations for the remainder of the financial year including proposed new initiatives funded from the forecast surplus and reserves/grant funding.

**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 154702  
 MOVED : Cr Evans  
 SECONDED : Cr Scott

That Council by ABSOLUTE Majority pursuant to Section 33A of the *Local Government (Financial Management) Regulations 1996* RESOLVES to:

- ADOPT the 2020/21 First Quarter Budget Review (incorporating the following and attached amendments) which results in a proposed surplus as at 30 June 2021 of \$85,620:

PROJECT TITLE	PROJECT DESCRIPTION	Total Costs 2020/21	Municipal Funds	External Funding	Reserve Funds
Lazy Lands Housing Development	Development Agreement post tender with GBSC Yurra to construct 9 houses. Proposed construction commence Feb 2021 - 12 month program with works over 2 FY	\$1,500,000	\$1,500,000	0	0
Bayly Avenue Entry Landscaping	The overall design envisaged landscaping including a significant "statement piece" at the entrance of Dampier Highway and along the road reserve median. As noted in the June 2020 Council Report tender submissions significantly exceed the pre-tender construction estimates for the landscape works. It is also envisaged the Public Art component would also be staged concurrently with the Dampier Highway intersection landscape works	\$891,296	0	0	\$891,296
Oval Spectator Shade Structure - KLP	The Karratha Leisureplex Facility Improvement Study identified the merits of providing additional permanent shade structures along the playing field. This would improve amenity for spectators, the community and the Department of Education sports program while utilising the playing fields.	\$450,000	\$450,000	0	0
Records Digitisation/ Centralisation	Offsite Records storage and outsourced digitisation of physical records	\$125,000	\$125,000	0	0
The Quarter Tenancy Attraction	Tenancy creation at The Quarter HQ	\$200,000	0	0	\$200,000
Household Hazardous Waste (HHW) storage unit	Install permanent container storage unit for residential drop off of HHW streams including household batteries, acids, aerosols, flares, paint, gas	\$50,000	0	\$50,000	0

PROJECT TITLE	PROJECT DESCRIPTION	Total Costs 2020/21	Municipal Funds	External Funding	Reserve Funds
	cylinders, general household chemicals, fire extinguishers and solvents. Submitted EOI to participate in program in November 2019 and WALGA has submitted funding application to Waste Authority on City's behalf. Collection, recycling and disposal of HHW is funded through the program on an ongoing basis.				
Environmental Sustainability Strategy Implementation	Utility Monitoring & Climate Clever	\$40,850	\$40,850	0	0
<b>TOTAL</b>		<b>\$3,257,146</b>	<b>\$2,115,850</b>	<b>\$50,000</b>	<b>\$1,091,296</b>

2. **IMPOSE** the following new/amended fees and charges effective from 1 January 2021:

Current Fee	Proposed Description	New or Amended Fee	Proposed New Fee (Incl GST)
N/A	Pam Buchanan Café - Full Kitchen Hire (commercial group) per hour	New	\$50.00
N/A	Pam Buchanan Café - Full Kitchen Hire (commercial group) per week. Maximum of 7 days in a 1 month period	New	\$500.00
N/A	Pam Buchanan Café - Full Kitchen Hire (community group)	New	50% of applicable commercial rate
N/A	Pam Buchanan Café - Servery/Kiosk Hire (commercial group) per hour. Only includes serving window/counter & adjacent fridges. No cooking or food prep/equipment required	New	\$24.00
N/A	Pam Buchanan Café - Servery/Kiosk Hire (commercial group) per day. Only includes serving window/counter & adjacent fridges. No cooking or food prep/equipment required	New	\$240.00
N/A	Pam Buchanan Café - Servery/Kiosk Hire (Community group). Only includes serving	New	50% of applicable commercial rate



	<b>window/counter &amp; adjacent fridges. No cooking or food prep/equipment required</b>		
<b>N/A</b>	<b>For Profit Activities in City Parks Permit (per annum)</b>	<b>New</b>	<b>\$200.00</b>
<b>N/A</b>	<b>Karratha Airport Environmental Clean</b>	<b>New</b>	<b>Cost Plus 12.5%</b>
<b>N/A</b>	<b>Karratha Airport Parker Card Issuance</b>	<b>New</b>	<b>\$20.00</b>
<b>Karratha Terminal Lease Income – Rental car meeting &amp; greeting rights (\$5,964.66 pa or 8.5% of airport turnover as per leases with existing rental car operators)</b>	<b>Karratha Terminal Lease Income - Rental car meeting and greeting rights</b>	<b>Amended</b>	<b>8.5% of airport turnover per annum</b>

**CARRIED**

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Evans, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller  
 AGAINST : Nil



## **11 COMMUNITY SERVICES**

Nil



## 12 DEVELOPMENT SERVICES

### 12.1 PARKING AND PARKING FACILITIES LOCAL LAW 2019

<b>File No:</b>	<b>LE.1</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Ranger Coordinator</b>
<b>Date of Report:</b>	<b>26 October 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Draft City of Karratha Parking and Parking Facilities Local Law 2019</b>

#### PURPOSE

For Council to consider adopting the proposed *City of Karratha Parking and Parking Facilities Local Law 2019*.

#### BACKGROUND

The City's *Parking and Parking Facilities Local Law* regulates the parking and standing of vehicles in all thoroughfares and reserves under the care, control and management of the City. Local governments are required to review local laws every eight (8) years.

At its 19 August 2019 meeting, Council resolved to advertise an updated version of the City's *Parking and Parking Facilities Local Law 2019* (Local Law). In essence, the updated version seeks to align the City's Local Law with the latest WALGA Parking and Parking Facilities Local law Template.

Under Section 9.17(3) of the *Local Government Act 1995* the modified penalty for an offence cannot exceed 10% of the maximum penalty that could be imposed by a Court. During advertising, the Department of Local Government, Sport and Cultural Industries (DLGSCI) identified that the advertised version of the proposed Local Law had three penalties that exceeded the 10% threshold. To correct these anomalies, the process for making the Local Law was recommenced. At its 17 August 2020 meeting, Council resolved to advertise the corrected draft version of the Local Law.

The corrected draft version of the Local Law was advertised for a period of six weeks. One submission was received from the DLGSCI. The DLGSCI submission identified some minor formatting issues. The proposed changes are summarised below:

Draft Local Law as Advertised	Proposed Amendments	Rationale
<b>Clause 1.4 (5)</b>	<b>Delete:</b> Where a parking facility or a parking station is identified in a register maintained by the local government, the facility or station shall be deemed to be a facility or station to which this local law applies.	The wording of this subclause is broad. In theory, the City could list private parking facilities in the register and have the local law apply to it, even if the owner of the land has not entered into a formal

Draft Local Law as Advertised	Proposed Amendments	Rationale
		agreement for the City to manage that parking area.
<b>Clause 1.5 - Interpretation</b>	<b>Include:</b> Australian Standard 1742.11 – 2016 specifies the signs and pavement markings to be used for indicating areas of a road - (a) available or reserved for parking;(b) where parking is restricted or prohibited; and(c) where stopping is restricted or prohibited; on a part-time or full-time basis by means of either linear or area parking control	Provide definition of AS 1742.11 – 2016.
<b>Clause 2.4 (3)</b>	<b>Delete:</b> For the purpose of this local law, the local government may use (Australian Standard 1742.11- 2016), as a guide for the development or marking of signs, but is not bound to do so and, where it does use it as a guide may vary any of the provisions of (Australian Standard 1742.11-2016) as it sees fit.	Delete as definition of AS 1742.11 – 2016 is proposed for inclusion under Clause 1.5 - Interpretation
<b>Clause 5.1 (1), (2) and (3)</b>	<b>Delete:</b> No stopping <b>Delete:</b> No parking <b>Delete:</b> No stopping on a carriageway with yellow edge lines	These sub-titles are not required.
<b>Schedule 1 – Parking Region</b>	<b>Include:</b> [cl.4.1(1)]	Formatted to include brackets.

**LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

Council resolved to advertise the City of Karratha Parking and Parking Facilities Local Law at its August 2020 Ordinary Council meeting.

Governance and Organisational Strategy has been engaged in the process of undertaking this Local Law review.

**COMMUNITY CONSULTATION**

The draft revised Local Law was advertised from 26<sup>th</sup> August to 9<sup>th</sup> October 2020.

**STATUTORY IMPLICATIONS**

Section 3.16 of the *Local Government Act 1995* requires a Local government to review its local laws eight (8) years from the day the local law commenced.

The process of gazetting a local law is provided within Section 3.12 of the *Local Government Act 1995*. The purpose and the effect of the local law must either be read aloud by the presiding member of the Council meeting, or be included within both the agenda and minutes of the Council meeting. The purpose and effect of the local law are:

“The purpose of the draft local law is to regulate the parking or standing of vehicles in all or specified thoroughfares and reserves under the care, control and management of the local government and to provide for the management and operation of parking facilities.

The effect of the draft local law is that a person parking a vehicle within the parking region is to comply with the provisions of this local law.”

The above stated purpose and effect satisfy the requirements of the *Local Government Act 1995*.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

Costs with advertising and gazettal of the Local Law can be met through the existing budget.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council’s approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2020-2021 provided for this activity:

Programs/Services:	4.e.1.2	Corporate Governance
Projects/Actions:	4.e.1.2.1	Review Local Laws

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk to the City is considered to be as follows:

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	Penalties collected represent a very small proportion of income for the City.
Service Interruption	N/A	Nil
Environment	Low	Up to date local laws assist in the management of the City’s built environment.
Reputation	Low	The provisions of the City’s local laws are consistent with the local laws of other local governments across Western Australia.
Compliance	Low	The City needs to maintain effective local laws to regulate and manage parking.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Council has previously undertaken reviews of, and amendments to local laws, as required by legislation.

**VOTING REQUIREMENTS**

Absolute Majority.

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by Simple Majority pursuant to Section 3.12 of the *Local Government Act 1995* RESOLVES to DEFER adoption of the City of Karratha Parking and Parking Facilities Local Law 2019 until further advice and clarification is received.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.12 of the *Local Government Act 1995* RESOLVES to DISCONTINUE the process of making the City of Karratha Parking and Parking Facilities Local Law 2019.

**CONCLUSION**

The *Parking and Parking Facilities Local Law* regulates the parking and standing of vehicles in all thoroughfares and reserves under the care, control and management of the City. The updated version of the Local Law brings the City's parking Local Laws into line with model provisions. The recommended amendments to the draft Local Law following advertising and in response to the submission from the Department of Local Government, Sport and Cultural Industries are minor formatting changes.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : **154703**  
**MOVED** : **Cr Scott**  
**SECONDED** : **Cr Waterstrom Muller**

That Council by **ABSOLUTE** Majority pursuant to Section 3.12 of the *Local Government Act 1995* RESOLVES to **ADOPT** the *City of Karratha Parking and Parking Facilities Local Law 2019* as attached to this report.

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Bertling, Cr Evans, Cr Miller, Cr Scott, Cr Smeathers,  
Cr Waterstrom Muller  
**AGAINST** : Nil



Crs Bertling and Miller declared an impartiality interest in item 12.2 Final Adoption of Local Planning Policy DP04 – Home Occupation and Home Business as:

- Cr Bertling owns and operates a business registered as a home-based business from her home; and
- Cr Miller’s spouse operates a home-based business.

Crs Bertling and Miller did not leave the room as the disclosures did not restrict their ability to vote on this matter.

## **12.2 FINAL ADOPTION OF LOCAL PLANNING POLICY DP04 – HOME OCCUPATION AND HOME BUSINESS**

<b>File No:</b>	<b>LP.36</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Senior Planner</b>
<b>Date of Report:</b>	<b>22 October 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Final Local Planning Policy DP04 – Home Occupation and Home Business as modified</b>

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### **PURPOSE**

For Council to proceed with Local Planning Policy (LPP) DP04 – Home Occupation and Home Business (DP04) for final adoption.

### **BACKGROUND**

As part of the current review of Local Planning Policies (LPPs) being undertaken by Planning Services, an amended version of Local Planning Policy DP04 was presented to Council at the Ordinary Council Meeting held on 21 September 2020. Council resolved to amend Local Planning Policy DP04 – Home Occupation and Home Business for the purpose of public advertising in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The amended draft policy was advertised for a period of twenty-one (21) days from 30 September 2020 to 21 October 2020 in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*. No submissions were received in relation to the draft policy.

Officers have undertaken a final review of the amended version of Local Planning Policy DP04 and have recommended some minor revisions to improve the legibility of the policy. This includes inserting additional text under Section 3 – Application of the Policy, which refers to the applicable land use definitions under the City of Karratha Local Planning Scheme No. 8 (LPS8) and the *Planning and Development (Local Planning Schemes) Regulations 2015*. Further information regarding permitted signage has also been included within Table 1 – Deemed Requirements of the policy. Attachment 1 contains the final amended version of the policy with the minor modifications.

**LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

Relevant Officers have provided input to the draft policy and have been consulted on the proposed updates and modifications.

**COMMUNITY CONSULTATION**

Following Council’s Resolution to amend DP04 at the 21 September 2020 Ordinary Council Meeting, the draft version of DP04 was publically advertised for a period of twenty-one (21) days in accordance with Schedule 2, Part 2, Clauses 4 and 5 of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*. An advertisement was placed in the Pilbara News and on the City’s website. No submissions on the draft policy were received during the advertising period.

Should Council resolve to proceed with final adoption of Local Planning Policy DP04, the City will be required to publish a notice advising of the final adoption in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*.

**STATUTORY IMPLICATIONS**

In accordance with Clause 4 and Clause 5 of Part 2, Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, Council needs to determine whether to proceed with the proposed updated amended version of DP04 with the minor recommended modifications for final adoption. Should Council resolve to proceed with the policy with modifications, the City will be required to publish notice of the adopted policy in accordance with the relevant planning legislation.

**POLICY IMPLICATIONS**

LPPs effectively guide decision making on planning matters. Having up-to-date LPPs is beneficial to applicants in preparing applications for development approval and assists Council with technical decision making. Should Council resolve to proceed with the amended version of the policy, the policy will formally replace the existing policy and subsequently be implemented by City officers. The adopted policy must also be made available to the public via the City’s website.

**FINANCIAL IMPLICATIONS**

The City has factored all costs associated with reviewing Council’s LPPs into budgeting, including engaging consultants to assist with the review.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council’s approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2020-2021 provided for this activity

Programs/Services:	2.b.1.1.11	Development Services
Projects/Actions:	2.b.1.1.19.1	Review Local Planning Framework
Programs/Services:	3.b.1.1	Planning Services
Projects/Actions:	3.b.1.3.20.3	Finalise Local Planning Framework

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk to the City is considered to be as follows:

Category	Risk level	Comments
Health	N/A	Nil
Financial	N/A	Nil
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Low	The review of the draft LPP ensures it is aligned to current legislation and that it reflects community expectations.
Compliance	N/A	Nil

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Review of all Council policies are conducted periodically to ensure currency and relevance.

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2 That Council by SIMPLE Majority pursuant to Schedule 2 of Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to NOT PROCEED with DP04 – Home Occupation and Home Business for final adoption.

Option 3 That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to DEFER final adoption of DP04 – Home Occupation and Home Business to consider the need to make additional modifications.

**CONCLUSION**

The revised version of DP04 introduces a more performance-based approach to the assessment of development applications in an effort to make it easier to understand and consider relevant planning matters. This is considered to be beneficial to both the community and City Officers. The amended version of the policy is not expected to significantly impact decisions made on development applications nor the development that results from such an application.

The policy has been publically advertised in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* and no submissions were received. Following the public advertising period, City officers have made minor modifications to the policy to improve legibility of the policy.

It is recommended that Council proceed with the revised version of Local Planning Policy DP04 as modified for final adoption.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 154704  
**MOVED** : Cr Scott  
**SECONDED** : Cr Waterstrom Muller

**That Council by SIMPLE Majority pursuant to Schedule 2 of Part 2, Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to PROCEED with Local Planning Policy DP04 – Home Occupation and Home Business for final adoption as modified, shown in Attachment 1 to this report.**

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Bertling, Cr Evans, Cr Miller, Cr Scott, Cr Smeathers,  
Cr Waterstrom Muller  
**AGAINST** : Nil

### 12.3 FINAL ADOPTION OF LOCAL PLANNING POLICY DP05 – INDUSTRY ZONE DEVELOPMENT REQUIREMENTS

<b>File No:</b>	<b>LP.36</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Senior Planner</b>
<b>Date of Report:</b>	<b>22 October 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Final Local Planning Policy DP05 – Industry Zone Development Requirements as modified</b>

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#### **PURPOSE**

For Council to consider final adoption of Local Planning Policy (LPP) DP05 – Industry Zone Development Requirements (DP05).

#### **BACKGROUND**

As part of the current review of Local Planning Policies (LPPs) being undertaken by Planning Services, an amended version of Local Planning Policy DP05 was presented to Council at the Ordinary Council Meeting held on 21 September 2020. Council resolved to amend Local Planning Policy DP05 – Industry Zone Development Requirements for the purpose of public advertising in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The amended draft policy was advertised for a period of twenty-one (21) days from 30 September 2020 to 21 October 2020 in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*. No submissions were received in relation to the draft policy.

Officers have undertaken a final review of the amended version of Local Planning Policy DP05 and have recommended some minor revisions to improve the legibility of the policy. These revisions include:

- Addition of 'City of Karratha Local Planning Scheme No.8' under the Scheme Provision column of Table 1 within Appendix A of the policy; and
- Addition of text within Table 1 of Appendix A which clarifies verge parking Performance Criteria (f) under the Vehicle Parking, Access and Traffic Management Planning Matter Component.

Attachment 1 contains the final amended version of the policy with minor modifications.

#### **LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

Relevant Officers have provided input to the draft policy and have been consulted on the proposed updates and modifications.

**COMMUNITY CONSULTATION**

Following Council’s Resolution to amend DP05 at the 21 September 2020 Ordinary Council Meeting, the draft version of DP05 was publically advertised for a period of twenty-one (21) days in accordance with Schedule 2, Part 2, Clauses 4 and 5 of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*. An advertisement was placed in the Pilbara News and on the City’s website. No submissions on the draft policy were received during the public advertising period.

Should Council resolve to proceed with final adoption of Local Planning Policy DP05, the City will be required to publish a notice advising of the final adoption in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*.

**STATUTORY IMPLICATIONS**

In accordance with Clause 4 and Clause 5 of Part 2, Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, Council needs to determine whether to proceed with the proposed updated amended version of DP05 with the minor recommended modifications for final adoption. Should Council resolve to proceed with the policy with modifications, the City will be required to publish notice of the adopted policy in accordance with the relevant planning legislation.

**POLICY IMPLICATIONS**

LPPs effectively guide decision making on planning matters. Having up-to-date LPPs is beneficial to applicants in preparing applications for development approval and assists Council with technical decision making. Should Council resolve to proceed with the amended version of Local Planning Policy DP05, the policy will formally replace the existing policy and subsequently be implemented by City officers. The adopted policy must also be made available to the public via the City’s website.

**FINANCIAL IMPLICATIONS**

The City has factored all costs associated with reviewing Council’s LPPs into budgeting, including engaging consultants to assist with the review.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council’s approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2020-2021 provided for this activity

Programs/Services:	2.b.1.1.11	Development Services
Projects/Actions:	2.b.1.1.19.1	Review Local Planning Framework
Programs/Services:	3.b.1.1	Planning Services
Projects/Actions:	3.b.1.3.20.3	Finalise Local Planning Framework

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk to the City is considered to be as follows:

Category	Risk level	Comments
Health	N/A	Nil
Financial	N/A	Nil
Service Interruption	N/A	Nil
Environment	N/A	Nil

Category	Risk level	Comments
Reputation	Low	The review of the draft LPP ensures it is aligned to current legislation and that it reflects community expectations.
Compliance	N/A	Nil

### IMPACT ON CAPACITY

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

### RELEVANT PRECEDENTS

Review of all Council policies are conducted periodically to ensure currency and relevance.

### VOTING REQUIREMENTS

Simple Majority.

### OPTIONS:

#### Option 1

As per Officer's recommendation.

Option 2 That Council by SIMPLE Majority pursuant to Schedule 2 of Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to NOT PROCEED with DP05 – Industry Zone Development Requirements for final adoption.

Option 3 That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to DEFER final adoption of DP05 – Industry Zone Development Requirements to consider the need to make additional modifications.

### CONCLUSION

The revised version of DP05 introduces a more performance-based approach to the assessment of development applications within industrial zones to make it easier to understand and consider relevant planning matters. This is considered to be beneficial to both the community and City Officers. The amended version of the policy is not expected to significantly impact decisions made on development applications nor the resulting development.

The Policy has been publically advertised in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* and no submissions were received. Following the public advertising period, City officers have made minor modifications to the policy to improve legibility of the policy.

It is recommended that Council proceed with the revised version of Local Planning Policy DP05 as modified for final adoption.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 154705  
**MOVED** : Cr Evans  
**SECONDED** : Cr Waterstrom Muller

**That Council by SIMPLE Majority pursuant to Schedule 2 of Part 2, Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to PROCEED with Local Planning Policy DP05 – Industry Zone Development Requirements for final adoption as modified, shown in Attachment 1 to this report.**

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Bertling, Cr Evans, Cr Miller, Cr Scott, Cr Smeathers,  
Cr Waterstrom Muller  
**AGAINST** : Nil



## 12.4 BUSINESS CLIMATE SCORECARD

<b>File No:</b>	<b>ED.34</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Project Officer</b>
<b>Date of Report:</b>	<b>14 October 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Business Climate Scorecard</b>

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### PURPOSE

For Council to consider the findings of the Business Climate Scorecard results, providing insight into current small business sentiment and highlighting areas of focus for the City moving forward.

### BACKGROUND

In September 2020 Council undertook its second annual Business Climate Scorecard project to gain feedback from the business community regarding the challenges and opportunities facing them. The City engaged Catalyse for its second year to conduct the survey as well as provide relevant analysis. Catalyse is a global market research company and has conducted business scorecard and perception surveys for Local Governments across Western Australia for over fifteen years. Catalyse publish comparison scores which enables participating Local Government Authorities to benchmark results. Other participating local governments include the cities of Cockburn, Melville, Belmont and Wanneroo.

The City conducts the survey annually to identify how to best support business operators and recognise trends. The information obtained through the business climate scorecard can inform future strategic plans, resulting in tangible outcomes for businesses as well as enabling the City to achieve the overall strategic objectives of diversifying and growing the economy:

- 191 businesses participated in the Business Climate Scorecard which equates to approximately 34% participation rate;
- The City achieved a total performance index score of 74 out of 100;
- The 2020 scorecard indicated a 7 point increase from the City's 2019 performance; and
- The City is the industry leader when compared to other participating Local Government Authorities.

A strategic overview of the results confirms the City achieved the following results:

- 65% of businesses agree with the Vision set by Council;
- The following performance index scores apply:
  - a) The City is a good place to work and operate a business – 77 an increase of 7 points compared to 2019;
  - b) The City has high levels of governance – 72 an increase of 8 points compared to 2019; and
  - c) Value for rates – 57, an increase of 9 points compared to 2019.

Scorecard results confirm business operators' value City led support initiatives such as:

- The City's Quarterly Business Breakfast Briefing; and
- Enabling access to networking and training events.

The business community reported improvements when comparing last year's performance to 2020 which include:

- Access to business and development grants;
- Support for start-up businesses – a 10 point increase compared to 2019; and
- Efforts to support and retain existing business.

The stand out score was the COVID19 relief and stimulus package. This initiative achieved one of the highest performance scores, confirming business operator's approval of the City's rapid and calculated response to the COVID19 Pandemic and its impact on the local business community.

The report recorded a number of challenges impacting on businesses ability to operate or expand. The top five are:

1. Recruiting and retaining the right workers – 10 point increase compared to 2019;
2. Cost of Living (housing, electricity etc.) – 29 point increase compared to 2019;
3. Cost of Flights and Freight – 26 point increase compared to 2019; and
4. Access to affordable housing for workers – 22 point increase compared to 2019.

The increase between the 2019/2020 results indicate these issues are becoming more impactful to businesses and qualitative data suggests businesses are looking to the City to provide solutions.

The City acknowledges the feedback which business owners have communicated through the Business Climate Scorecard and is pleased with the high quality performance of the organisation. The Business Climate Scorecard has clearly demonstrated that recruitment, living costs, flight and freight costs and housing are ongoing issues for businesses. The City will continue to work with key stakeholders in the coming year to address the above four issues facing the business community.

#### **LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CG-8 Significant Decision Making Policy, this matter is considered to be of moderate significance in terms of future economic diversification prospects.

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

Consultation has taken place between the business community and internal stakeholders to determine the initial survey questions and network the results.

#### **COMMUNITY CONSULTATION**

No community consultation is required.

#### **STATUTORY IMPLICATIONS**

There are no statutory implications.

#### **POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

The cost of implementing the recommendation will be met through the existing operating budget.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council’s approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2020-2021 provided for this activity:

Programs/Services:	2.a.1.1 2.d.2.1	Small and Medium Enterprise Support Business Attraction and Retention
Projects/Actions:	2.a.1.1.20.2  2.c.1.1.19.1 2.d.3.1.20.1	Advocate for partnerships to increase housing supply  Monitor Land Supply Pipeline Project Investigate opportunities to address the skills shortage in the region

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk to the City is considered to be as follows:

Category	Risk level	Comments
Health	N/A	Nil
Financial	N/A	Nil
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Low	It is considered low risk to note the results of the Business Climate Survey.
Compliance	N/A	Nil

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

The City undertook the Business Climate Scorecard in 2019 and Council noted these results. The 2019 results identified similar issues to the 2020 results.

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 (3) of the *Local Government Act 1995* RESOLVES to DEFER consideration of the Business Climate Scorecard Findings and Recommendations pending further information.

**CONCLUSION**

The 2020 Business Climate Scorecard results demonstrate that the City has improved against last year’s results. The City is performing well when compared to other participating Local Government Authorities. The results confirm that the City has a sound ability to engage businesses at the appropriate time and in a meaningful way.

The results confirm our business community benefits from the partnership between the City and KDCCI. The City continues collaboratively to ensure benefits can be further improved.

The City asked the business community to share what was impacting their ability to operate. Their feedback has been clear, communicating significant macro issues such as housing, commercial real estate, flights etc. which are impacting them. Local businesses cannot solve these challenges on their own. The City has a critical role to play in finding solutions which address these challenges.

The City will continue to consult, engage and support the business community to enable them to achieve their objectives and meet the City’s goal of growing and diversifying the local economy.

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**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 154706  
**MOVED** : Cr Miller  
**SECONDED** : Cr Smeathers

**That Council by SIMPLE Majority pursuant to Section 3.18 (3) of the *Local Government Act 1995* RESOLVES to NOTE:**

1. **The high quality results of the Business Climate Scorecard for 2020;**
2. **The four key issues facing the business community are:**
  - a) **Recruiting and retaining the right workers;**
  - b) **Cost of living;**
  - c) **Cost of flights and freight; and**
  - d) **Access to affordable housing for workers; and**
3. **The City will continue to work with key stakeholders to address the above four issues.**

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Bertling, Cr Evans, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller  
**AGAINST** : Nil

Cr Miller declared a financial interest in item 12.5 Option of Mobile Trading at Kevin Richards Memorial Oval as Cr Miller is the owner of a mobile food van.

At 5.51 pm Cr Miller left the room.

## **12.5 OPTION OF MOBILE TRADING AT KEVIN RICHARDS MEMORIAL OVAL**

<b>File No:</b>	<b>PH.14</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Manager Approvals &amp; Compliance</b>
<b>Date of Report:</b>	<b>2 November 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>1. Site options at Kevin Richards Memorial Oval</b> <b>2. Indicative mobile trading area plan</b> <b>3. Estimated construction costs for five (5) and ten (10) trader options</b>

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### **PURPOSE**

For Council to consider adding a mobile trading area at Kevin Richards Memorial Oval (KRMO) as part of transitioning to a new Stallholder and Street Trading Policy.

### **BACKGROUND**

#### Why is this matter being brought to Council?

At its August 2020 Meeting, Council resolved to adopt a draft revised Stallholder and Street Trading Policy (revised Policy) and to prepare a Transition Plan to implement the revised Policy. The Transition Plan includes considering mobile trading as part of the KRMO master planning process. Given the importance of progressing consideration of mobile trading at KRMO, this consideration is being brought forward and separated from the master planning process and is the subject of this report.

#### Key questions for Council to consider?

1. Should KRMO be added as an approved mobile trading location?
2. If yes, then:
  - a) how many mobile traders should it be designed to accommodate?; and
  - b) to what standard should the mobile trading area be constructed?

#### Should KRMO be added as a mobile trading location?

In the previous Policy, KRMO was included as one of seven (7) approved mobile trading locations. However, during review of the Policy it was identified that KRMO is not suitable for mobile trading in its current state. This is because it does not provide for controlled and safe access, nor contain the necessary infrastructure for mobile trading to operate effectively. The revised Policy does not include KRMO as an approved mobile trading location. However, the potential for KRMO to be reintroduced as an approved trading location is acknowledged if infrastructure is upgraded.

During advertising of the revised Policy, many mobile traders indicated a willingness to operate from an alternative location to Dreamers Hill if they could stay together. KRMO has been identified by many mobile traders as an area that should be considered for mobile trading.

KRMO is in relatively close proximity to Dreamers Hill. It has frontage to and good access from Bayview Road and is an area already visited by members of the community. KRMO has a lot of vacant land around it. All of this vacant land is Crown land reserved for various public purposes under the control and management of the City. Therefore, the City is able to consider mobile trading over any of this land.

However, because there is such a large area around KRMO that could be used for mobile trading, there is the potential for mobile trading to occur in an unsafe and unmanaged way. If a mobile trading area is to be designated on land around KRMO, then it is important that the area and its access arrangements are clearly defined and demarcated.

Because there is such a large area around KRMO that could be used for mobile trading, there are different site options. Two site options have been considered below:

1. The large area between Bayview Road and the oval; or
2. The area west of Tilbrook Close. (Attachment 1)

The table below sets out some of the key considerations and how they would apply to each of these site options.

Consideration	1. Area between Bayview and oval	2. Area west of Tilbrook
Setback from Bayview Road	40m	40m
Susceptibility to waterlogging	Moderate	Moderate
Preferred access arrangements	Off Tilbrook	Off Tilbrook
Distance from Tilbrook	60m	0m
Parties affected	1.Karratha Volunteer Fire & Rescue 2. Telstra	Nil

To gain access to Site Option 1 from Tilbrook Close, a Crown reserve would need to be crossed that contains the Karratha Volunteer Fire & Rescue’s running track and Telstra mobile telephone tower infrastructure. This Crown reserve is subject to a Telstra lease. An access track of approximately 60m length would need to be constructed to access this site. Site Option 2 would have direct frontage to Tilbrook Close and therefore would not affect any interested parties, nor incur any additional access construction costs. If it is determined that a mobile trading area is to be added at KRMO, then it is recommended that it be situated west of Tilbrook Close.

It is noted that this land is identified for future urban development. It is not expected that this land will be required for urban development in the short term but to make sure it is available for future urban development, it should not be planned to undertake mobile trading from this area for any more than ten (10) years.

How many mobile traders should KRMO be designed for?

Mobile traders have indicated support for a mobile trading area where they can all trade together. Under the draft revised Policy, the maximum number of mobile traders permitted at any one location is five (5).

Two options have been considered in terms of the size of the mobile trading area at KRMO:

1. Capacity for a large number of mobile traders (e.g. 10); or
2. Maximum of five (5) mobile traders at any one time (Attachment 2).

Consideration	Option 1	Option 2
Support from mobile traders	High	Unknown
Degree to which Option encourages mobile trading	Low	High
Cost to Council	High	Moderate

Council needs to decide whether to continue to provide for concentrated mobile trading at a single location or encourage more dispersal of mobile traders at locations across the community. The draft revised Policy promotes a disbursed model.

The larger the area developed for mobile trading, the higher the construction costs. Not surprisingly, Option 1 would cost more to develop. The lowest cost estimate for the ten (10) trader option is \$613,600, nearly double the cost of the lowest cost estimate for the five (5) trader option.

Option 2 is aligned with a disbursed model because it would limit the number of mobile traders at KRMO to a maximum of five (5), similar to the limits proposed for other mobile trading locations under the draft revised Policy. While mobile traders have suggested KRMO as a possible area where they could all trade together, they have not yet considered a five (5) trader option at KRMO.

If Council wants to provide for a large number of mobile traders at KRMO, then this would influence the way mobile trading is undertaken into the future. In that respect, it is important to distinguish a mobile trading area from a food market or food hall. Food markets and food halls are typically integrated with major activity centres and tend to either be scheduled temporary events or have a management structure and a degree of permanence.

To what standard should the mobile trading area be constructed?

Indicative costs have been prepared for the ten (10) and five (5) trader options under a Low, Mid and High Specification development scenario (Attachment 3).

The first table below sets out cost items that would apply across all development scenarios. The second table sets out cost items that distinguish the standard of construction for each development scenario.

**Cost items that would apply across all development scenarios**

<b>Fixed costs</b>	Mobilisation/demobilisation
	Concrete crossovers (x2)
	Bollards (steel for chain gate) (x4)
<b>Costs proportionate to size of area (ie. Costs of 10 trader option would be double 5 trader option)</b>	Geotechnical testing
	Bulk earthworks
	Boxout excavation
	150mm recycled concrete pavement infill
	Bollards (wooden)
<b>Costs that vary depending on size of area and standard of development</b>	Solar lighting
<b>Percentage of overall project cost</b>	Contingency

**Cost items that distinguish standard of construction for each development scenario**

Item	Low Spec	Mid Spec	High Spec
Dust Suppression	✓		
7mm primer seal		✓	✓
2 coat seal		✓	
30mm asphalt AC10			✓
Line and pavement marking			✓
Kerbing			✓
Footpath and pram ramp			✓
Landscaping		✓	✓

While some itemised costs would be fixed regardless of the standard of construction, most costs would increase proportionate to both the size of the mobile trading area and the standard to which it is constructed.

Given that the area is identified for future urban development, it would not make sense to construct more of a permanent High Specification mobile trading area at KRMO. If Council decides to construct a mobile trading area at KRMO, then it is recommended that the area be developed to a Low Specification standard. This would deliver a similar standard mobile trading area to Dreamers Hill in its current state.

**LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

Councillors have been briefed on a number of occasions in relation to the review of the Stallholder and Street Trading Policy and progress with the Transition Plan.

Infrastructure Services has assisted in providing cost estimates for different development options for a mobile trading area at KRMO.

**COMMUNITY CONSULTATION**

Submissions were received during advertising of the revised Policy. Comments received have been taken on board as part of setting the parameters for the Transition Plan. The requirement to consider the option of adding a mobile trading area at KRMO is an example of the way comments received during advertising of the revised Policy have influenced the process for finalising the Policy.

Now that a preferred trading area at KRMO has been identified and indicative cost estimates have been prepared for a number of different development options, mobile traders should be engaged regarding these mobile trading options, the associated development costs and ways these costs could be met.

**STATUTORY IMPLICATIONS**

The mobile trading site option west of Tilbrook Close is on a Parkland, Drainage and Public Infrastructure Reserve under Management Order to the City of Karratha, with the power to lease.



The Stallholder and Street Trading Policy must align with Part 5 of the City’s *Activities in Thoroughfares & Public Places and Trading Local Law*. Where there is a discrepancy between the policy and the local law, the local law will take precedence.

The City is responsible for ensuring that all street trading and mobile traders comply with the requirements in the Local Law.

**POLICY IMPLICATIONS**

If Council resolves to approve a mobile trading location at KRMO, then the Stallholder and Street Trading Policy will need to be amended prior to being finalised.

**FINANCIAL IMPLICATIONS**

Refer to the table at Attachment 3 for the estimated construction costs for a ten (10) and five (5) trader option under Low, Mid and High Specification development scenarios. Even if the standard of construction is set at Low Specification, the construction costs would be high. As has been noted above, the lowest cost estimate for the ten (10) trader option is \$613,600.

If a cost recovery model were applied to recover the cost of constructing the Low Specification ten (10) trader option, then it is estimated that mobile traders would need to pay just under \$27 per day to trade from KRMO over a period of 10 years. Based on current annual mobile trading fees, mobile traders are currently paying just over \$3.30 per day to trade.

Construction costs would be lower for the five (5) trader option but at this stage, mobile traders have only indicated support for KRMO as a single concentrated mobile trading area. If Council wants construct a new mobile trading area at KRMO, then it is recommended that options and fee implications be discussed with mobile traders first.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council’s approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2020-2021 provided for this activity:

- |                    |                              |  |
|--------------------|------------------------------|--|
| Programs/Services: | 2.b.1.1<br>2.d.3.2           | Development Services<br>Arts Development and Events  |
| Projects/Actions:  | 2.b.1.1.19.1<br>2.d.3.2.20.1 | Review Local Planning Policy Framework<br>Support and activate creative industries as an economic driver |

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk to the City is considered to be as follows:

Category	Risk level	Comments
Health	Low	An appropriate development standard is required if KRMO is to be designated as an approved mobile trading location.
Financial	Low	Council could invest in constructing a mobile trading area at KRMO that is not used. Construction costs may not be able to be recovered from mobile trader fees. The area west of Tilbrook Close is identified for future urban development. When this land is required for that purpose, the mobile trading area would be removed.

Category	Risk level	Comments
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Moderate	The community is interested in what happens with mobile trading at Dreamers Hill. Mobile traders are being engaged in the process of working through the Transition Plan. Mobile traders will need to be consulted further to determine whether another mobile trading area should be constructed at KRMO and how this is funded.
Compliance	N/A	Nil

**IMPACT ON CAPACITY**

A considerable amount of officer time is being spent developing a policy for mobile trading and transitioning to a new policy position in consultation with mobile traders.

**RELEVANT PRECEDENTS**

The City spent \$120,000 in the 2017/18 financial year upgrading Dreamers Hill to the standard it is today. This included many of the upgrades included in the Low Specification development scenario for KRMO.

The traffic assessment required for Dreamers Hill as part of the Transition Plan will inform the holding capacity of Dreamers Hill and the cost of any infrastructure upgrades required to sustain it. It would be premature to commit to constructing a new mobile trading area at KRMO without knowing these things. Therefore, it is recommended that the traffic assessment be completed before a decision is made on whether to construct a mobile trading area at KRMO or not.

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**

Option 1

As per Officer’s recommendation.

Option 2

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

1. ADD Kevin Richards Memorial Oval as an approved trading location under the new Stallholder and Street Trading Policy; and
2. ALLOCATE funding to construct a low specification ten (10) trader mobile trading area west of Tilbrook Close at Kevin Richards Memorial Oval.

Option 3

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

1. ADD Kevin Richards Memorial Oval as an approved trading location under the new Stallholder and Street Trading Policy; and
2. ALLOCATE funding to construct a low specification five (5) trader mobile trading area west of Tilbrook Close at Kevin Richards Memorial Oval.:

Option 4

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT CONSTRUCT an additional mobile trading area at Kevin Richards Memorial Oval.

**CONCLUSION**

This report considers whether a mobile trading area should be constructed at Kevin Richards Memorial Oval (KRMO) as part of transitioning to the new Stallholder and Street Trading Policy.

Mobile traders have identified KRMO as an area from which all mobile traders could trade together. In its current state, KRMO is not suitable for mobile trading. Infrastructure upgrades would be required in order to make it suitable.

Because of the large area surrounding KRMO, there are a number of potential site options for mobile trading around KRMO. If a mobile trading area is to be constructed, then an area west of Tilbrook Close has been identified as the preferred location. However, the area is identified for future urban development so a Low Specification standard is recommended if a mobile trading area is to be constructed.

Mobile traders are seeking an area where they can all trade together but the revised Policy promotes more of a disbursed model. The cost of a large mobile trading area at KRMO would be nearly double the cost of a five (5) trader area. Current mobile trader fees would not cover the cost of constructing a large mobile trading area at KRMO, even over a ten (10) year period. The cost of a five (5) trader area would be lower but mobile traders have not yet considered such an option for KRMO.

Before a decision is made on whether to construct a mobile trading area at KRMO, mobile traders should be further consulted about options, associated construction costs and the ways to pay for this. In addition, a decision should not be made until the traffic assessment for Dreamers Hill has been completed.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 154707  
**MOVED** : Cr Waterstrom Muller  
**SECONDED** : Cr Scott

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

1. **SEEK FEEDBACK** from mobile traders on options for a mobile trading area west of Tilbrook Close at Kevin Richards Memorial Oval, including a cost recovery model, whereby construction costs would be factored into fees for mobile trading over the next ten (10) years; and
2. **CONSIDER** the results of the traffic assessment being undertaken for Dreamers Hill prior to making a decision on whether to construct a mobile trading area at Kevin Richards Memorial Oval or not.

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Bertling, Cr Evans, Cr Scott, Cr Smeathers, Cr Waterstrom Muller  
**AGAINST** : Nil

At 5.54 pm Cr Miller re-entered the room.

## **13 STRATEGIC PROJECTS & INFRASTRUCTURE**

### **13.1 TENDER - MINOR WORKS – RETICULATION SERVICES**

<b>File No:</b>	<b>CM.465</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects and Infrastructure</b>
<b>Reporting Author:</b>	<b>Parks &amp; Gardens Technical Support Officer</b>
<b>Date of Report:</b>	<b>27 October 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Confidential –Tender Evaluation Report</b>

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#### **PURPOSE**

For Council to consider the Minor Works – Reticulation Services Tender offered under RFT 02-20/21.

#### **BACKGROUND**

To effectively manage the City's reticulation infrastructure, reduce regular ad hoc maintenance requirements, and ensure efficient watering systems of the City's active and passive parks, a combination of City staff and contracted professional services are currently working on delivering annual upgrade and replacement programs.

This approach has resulted in significant outcomes being achieved during the past three year contract awarded by Council in November 2017 under RFT 20-17/18. Examples of irrigation projects undertaken include:

- Dampier Palms upgrade
- Hampton Oval
- DeWitt Entry Statement
- Point Samson Viewing Platform
- City Administration Office
- Wickham Beautification Stage 1
- Cattrall Park
- Wickham Back Beach
- Karratha Cemetery
- Ausburn Park
- Lewandowski Park

The current contract for Minor Works-Reticulation Services is due to expire on 26 November 2020 and as such, in June 2020, Council was requested and resolved to invite tenders for Minor Works – Reticulation Services for a period of three (3) years with two (2) x one (1) year extension options.

Tenders were subsequently advertised on 16 September 2020 and closed 14 October 2020.

Three (3) tenders were received by the closing date from:

- Think Water Pty Ltd
- Turf Guru Pty Ltd
- Yurra Pty Ltd

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

- Manager Infrastructure Services
- Parks and Gardens Coordinator
- Parks and Gardens Supervisor

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

The criteria and associated weightings were:

Criteria	Weighting
Relevant Experience	15%
Methodology	10%
Capacity to deliver	15%
Price	60%

The Regional Price Preference Policy was applied to two (2) local tenderers.

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

#### **LEVEL OF SIGNIFICANCE**

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

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

No Councillor or Officer consultation is required.

#### **COMMUNITY CONSULTATION**

No community consultation is required.

#### **STATUTORY IMPLICATIONS**

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

#### **POLICY IMPLICATIONS**

Council Policies CG12 – Purchasing and CG11 – Regional Price Preference are applicable to this matter.

#### **FINANCIAL IMPLICATIONS**

Council has allocated \$250,000 in the 2020/21 budget to reticulation services based on the past three years reticulation services provided. It is estimated that \$1.25M will be required for programmed works over the course of the contract period, including all extension options.

It should be noted that the Schedule of Rates submitted by the recommended tenderer are comparable with the current existing contract and are within budget allocations.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council’s approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2020-2021 provided for this activity:

Programs/Services:	3.d.1.3	Parks and Gardens Maintenance
Projects/Actions:	3.d.1.3.19.1	Undertake reticulation system audit
	3.d.1.3.20.1	Implement Reticulation Replacement program

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk to the City is considered to be as follows:

Category	Risk level	Comments
Health	N/A	Nil
Financial	N/A	Nil
Service Interruption	Low	There is a possibility of service interruption if a new contract was not tendered and current staff resources could not meet a dedicated reticulation service.
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	N/A	Nil

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

A contract for Minor Works – Reticulation Services was previously awarded to Turf Guru Pty Ltd under RFT 20-17/18 for a period of one (1) year with two (2) x one (1) year extension which will expire on 26 November 2020.

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS**

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to AWARD the tender for Minor Works – Reticulation Services under RFT 02-20/21 to \_\_\_\_\_.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to REJECT all tenders for Minor Works – Reticulation Services under RFT 02-20/21 and READVERTISE the tender.

Option 4

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to REJECT all tenders for Minor Works – Reticulation Services under RFT 02-20/21 and undertake the service in-house.

**CONCLUSION**

The current Minor Works – Reticulation Services Contract has delivered significant asset improvements and professional support to maintain and improve reticulation systems throughout the City. These systems sustain the vast landscaping, ovals and parks which provide amenity to the community. This contract will assist the delivery on community expectations utilising the specialised skills of a qualified contractor.

Offering a new contract would ensure the continued upgrade of the City's reticulation assets and maintain the City's current levels of service in alignment with the City's Strategic Community Plan.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : **154708**  
**MOVED** : **Cr Scott**  
**SECONDED** : **Cr Smeathers**

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

- 1. ACCEPT the tender submitted by Turf Guru Pty Ltd ABN 60 614 199 183 as the most advantageous tender to form a contract, based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 02-20/21 – Minor Works – Reticulation for a period of three (3) years with two (2) x one (1) year extension options (3+1+1); and**
- 2. EXECUTE a contract with Turf Guru Pty Ltd, SUBJECT to any variations of a minor nature.**

**CARRIED**

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**FOR** : **Cr Long, Cr Bailey, Cr Bertling, Cr Evans, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller**  
**AGAINST** : **Nil**



**13.2 KARRATHA LEISUREPLEX IMPROVEMENT STUDY MASTER PLAN**

<b>File No:</b>	<b>CM.443</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects and Infrastructure</b>
<b>Reporting Author:</b>	<b>Project Manager</b>
<b>Date of Report:</b>	<b>16 November 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<ol style="list-style-type: none"> <li><b>1. Improvement Study Master Plan Site Plan</b></li> <li><b>2. Confidential - Master Plan Cost Report Summary</b></li> <li><b>3. Confidential - Master Plan Indicative Design Fee Summary</b></li> <li><b>4. Confidential - KLP Improvements Strategy – Community Engagement Report</b></li> </ol>

**PURPOSE**

For Council to consider the Karratha Leisureplex Improvement Study Master Plan and staging.

**BACKGROUND**

The Karratha Leisureplex opened in June 2013 and has attracted over 3.5M visitors through its comprehensive and varied range of facilities and programs on offer. When considering the construction of the Leisureplex, it was envisaged by Council that refurbishments of the facility would occur from time to time to continually improve and refresh the experience for residents and patrons of the facility. Accordingly, to date, the Council have completed several improvements and maintenance projects which have added to and supplemented the overall amenity and facilities provided together with the energy efficiency of the facilities operation.

As provided to Council at its Agenda Briefing in December 2019, the following proposed upgrade projects were identified for consideration as part of the Improvement Study:

<b>Proposed Upgrade</b>	<b>Description</b>
Outdoor Court Enclosure	Allow to enclose two of the six outdoor courts.
Outdoor Court Shading	Shade options to cater for afternoon sun affecting play on courts numbered 3, 4, 5 and 6.
Waterslide or similar large aquatic attraction	Investigate various options including consideration of possible location.
Pool Shading	Provide various options to ensure full coverage of the existing pool areas including a review of condition and practicality of existing shades.
50m Pool Spectator Amenity	25m of fixed seating parallel to the 50m pool and retaining the grass bank for passive use.

<b>Proposed Upgrade</b>	<b>Description</b>
Splash Pad Enhancements	Provide various options of what can be enhanced and/or renovated, including review of existing features.
Gymnasium / Facility Expansion	Provide options for expansion of existing spaces for gymnasium, education and classroom purposes.
Car Parking Expansion /Development Options	Additional formalised car parking to be considered, with inclusion of entry/egress to the Dampier Highway.
Oval Spectator Shade	Variety of suitable shading solutions for spectators.
Aquatic Wind Barriers	Look at various options of aquatic wind barriers available in order to maintain the heated pool temperature.
KLP Fitness Equipment	Consider replacement of all fitness equipment options when considering the Gymnasium Expansion and other procurement options i.e. leasing.
Pool Lighting Upgrade	To meet Water Polo Australia together with relevant standards (i.e. AS 2560) and guidelines.
Shade School Walkway	Provide options for the provision of shade along the walkway from the KSHS to the KLPX Main Entrance.
Function Room	Explore options for possible relocation and/or upgrades.
Solar Initiative	Current study is underway to explore Solar Photovoltaic options.
Playing surface study	Assessment of the suitability of the playing surface for various sports. Including assessment of the soil profile for maintenance purposes.
Water Tank Provision	Future soft landscaping irrigation and reticulation capacity across the site.
Playing Field Review	Run off areas, maintenance access etc.

The primary purpose of the Improvement Study was to investigate and report on the options and opportunities of the upgrades and provide design options for future assessment and further progression.

At the May 2020 Ordinary Council Meeting, Council resolved to award the design consultancy for Stages One and Two of the Improvement Study Master Plan to the firm, Peter Hunt Architect.

Peter Hunt Architect were engaged to formulate options, opportunities and constraints together with a defined a staging strategy to revitalise the facility across multiple fronts based on order of priority, financial and needs basis. This initial stage also includes the formalisation of a Master Plan and concept designs of the Council agreed new initiatives and the staging throughout the project lifecycle tentatively defined as a five (5) year strategy. The last and subsequent stage will involve the detailed design and procurement of the agreed scope elements identified for the construction stage on site.

The City also engaged independent Quantity Surveyors, Wilde and Woollard to provide cost estimates at each stage of the master planning process.

The current Master Plan and brief proposes a staged delivery over potentially five (5) years. The most effective delivery solution would be to engage a contractor on a lump sum building contract which would allow for several beneficial outcomes in regards to the relationships between the buildings and reduced construction costs. However, it would also have a significantly adverse impact on the operation and patron use of the facility. The Master Plan process has investigated both and identified a staged approach would minimise the effect on user groups, and also allow time to ensure an achievable cash flow and pursue external funding opportunities for the delivery of the Master Plan.

The proposed staging is outlined below, together with estimated values for each stage as discussed within the Financial Implications section.

<b>Stage</b>	<b>Areas included</b>	<b>Rational for inclusion</b>
Stage One	Detailed Design and Documentation of Stages One to Three	Identified as high priority projects due to the large scale impact. Further design development will provide clarity in regards the scope and cost implications. Documentation to be suitable for public tender and construction.
	Oval Spectator Shade	Identified as a high priority by Community stakeholders. Proposed as a Financial Year 2020/21 New Initiative. Identified as a cost effective solution with minimal operational impact.
	Expansion of the Gymnasium and Function Room Modifications	Financial Year 2020/21 Funding Allocation. Identified as a cost effective solution with minimal operational impact. Fitness equipment lease or purchase options to also be considered as an operational expense.
Stage Two	Solar Initiative	Identified as a high priority by Community stakeholders. Capital expenditure provides immediate return on investment with significant energy savings. Power is the major operating cost of the facility and currently at approximately \$18,000 (Excl GST) each week.
	50m Pool Spectator Seating	Identified as a cost effective solution with minimal operational impact.
	Outdoor Court Shading	Identified as a high priority by Community stakeholders.
Stage Three	Waterslide	Identified as a high priority by Community stakeholders with delayed staging to allow for sourcing of external funding.

<b>Stage</b>	<b>Areas included</b>	<b>Rational for inclusion</b>
	Carpark Formalisation	Current informal utilisation of the area enables delayed staging with potential future access off Dampier Highway.
Stage Four	Playing Field 3 Synthetic Expansion	Satisfactory condition of existing playing field allows a delayed staging to allow for exploration of funding opportunities. Completed prior to the Indoor Court Redevelopment to provide additional night use capacity and reduce the operational impact of the construction phase.
	Dampier Highway Crossover	Potential for partnership with the Karratha Senior High School (KSHAS) Development Works for combined traffic strategy.
Stage Five	Indoor/Outdoor Court Redevelopment	Identified as a high priority by Community stakeholders. Delayed staging to allow for exploration of funding opportunities and consideration to operational impact.
Stage Six	Pool Lighting Upgrade	Upgrade the lighting to achieve swimming and water polo competition compliance. Delayed staging to allow for exploration of funding opportunities.
	Water Tank Provision	Staged to align with forecast maintenance to the irrigation system.

The staging strategy provides the ability for the Council to respond to funding and community demand. Confirmation of the Master Plan itself will allow the immediate works to proceed to detailed design and construction this Financial Year, and the three stages to process to detail design with an overarching mandate.

Council is requested to consider the design and cost implications of the Karratha Leisureplex Improvement Study Master Plan and if agreed, endorse the scope of works, and the staging to enable the works to progress.

**LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CG-8 Significant Decision Making Policy, this matter is considered to be of moderate significance in terms of social and wellbeing issues as it relates to the construction of significant community infrastructure.

**COUNCILLOR/OFFICER CONSULTATION**

Presentations were provided to Council in both April 2019 and December 2019, to provide an update and framework for the consideration of the new major improvements for the facility.

In November 2019, Council resolved to tender the design work for the Karratha Leisureplex Redevelopment with an initial budget allocation of \$150,000 (Excl. GST) in the 2019/20 New Initiatives following the first quarter review of the Financial Year 2019/20 Budget.

Following the engagement of the design consultant, Council has been briefed regularly with initial concepts and indicative costings presented at both the July 2020 and October 2020 Council Briefing Sessions.

The August 2020 Council Briefing provided a summary of the community engagement, together with the online survey and stakeholder workshop outcomes. The August Briefing also provided key community statistics on the rating of the new initiatives. It also included the initial Officers assessment based a scoring matrix which addressed on a value for money, operational impact, demonstrated need, the liveability contribution and the opportunity for repeat use and engagement with patrons.

At the October 2020 Council Briefing a detailed update was provided for consideration of the significant improvements proposed for the facility.

The consolidated feedback from the Council following all of these sessions is reflected in the Master Plan and this report.

### COMMUNITY CONSULTATION

Community engagement activities in accordance with the iap2 public participation spectrum process to inform, consult and involve have been undertaken throughout the project.

Various workshops regarding the Karratha Leisureplex Improvements Study Master Plan and the key initiatives have been conducted with key stakeholders' including the following:

Who	How	When	What	Outcome
Leisureplex Members & Sporting Group Visitors	Informal discussions. Face to face feedback. Annual Sport & Community Surveys	Ongoing basis	Feedback on improvement initiatives.	Advised that all feedback is considered in project planning and initiatives.
Community	Annual Community Survey 2020	18 March 2020	Online Survey	Leisureplex services and facilities measured in the Community Survey. Identified changes in facility gaps 2020 v 2019, increase importance for 'Community & Corporate Service', and consistent high performance at 85%.
Community	Karratha Leisureplex Improvement Study Survey	28 July 2020	Online Surveys	The 348 responses identified the level of support for each improvement initiative
Government Agencies	Workshop	30 June 2020	Summary feedback on the improvement initiatives and new items.	Eight participants from three agencies identified the level of support for each improvement initiative.
Youth Advisory Group	Workshop	5 August 2020	Summary feedback on the improvement initiatives and new items.	Six representatives identify the levels of support for each improvement initiative.
Sporting Community User Groups	Workshop	1 July 2020	Summary feedback on the improvement	Nine participants from seven sporting clubs identified the

Who	How	When	What	Outcome
			initiatives and new items.	levels of support for each improvement initiative.
City of Karratha Council Workshop	City of Karratha Ordinary Council Meeting	10 August 2020	Feedback on improvement initiatives including new items raised by focus groups.	Utilising a ranking system Council identified the levels of support for each initiative.

The key outcomes from the community consultation process identified priorities in both major & minor projects as per the brief summary below and in more detail within Attachment 4 to this report.

Major	Additional Solar Waterslide Outdoor Court Shade Enclosing Outdoor Courts Fitness Gymnasium Expansion/Equipment 50m Pool Shade
Minor	Oval Shade Pool Seating Carpark Formalisation Pool Lighting Upgrade Storage

**STATUTORY IMPLICATIONS**

There are no statutory implications applicable to this matter.

**POLICY IMPLICATIONS**

Public Art Policy CS-12 talks to 2% of the intended construction cost of each capital works project being allocated to Public Art, and in accordance with the Policy it is proposed \$397,400 (Excl. GST) representative of the overall construction cost is applied to the staging.

**FINANCIAL IMPLICATIONS**

Council has adopted a project budget of \$200,000 (Excl. GST) for the initial stages of the design consultancy and made provision to deliver the works in the Financial Year 2020/21.

Council has also allocated \$400,000 (Excl. GST) in the Long Term Financial Plan (LTFP) and in the Financial Year 2020/21 budget for the implementation of the outcomes from the Improvement Study as new capital projects.

Based on the current anticipated scope of works the design consultant team have provided an indicative cost estimate for the detailed design and documentation of the project in the order of \$275,000 (Excl. GST) should all seven of the identified initial works proceed. The indicative costing provided is highly dependent on the construction and procurement approach adopted. Hence, the design consultant team has suggested it is difficult to estimate accurately at this stage. However the percentage (%) fee calculated is also subject to the “Proposed Percentage Fee Rates Table” submitted with the design consultant bid in response to the RFT 25-19/20.

Should the Council agree to progress the detailed design and documentation phase of the Karratha Leisureplex Improvement Study, consideration to allocate additional funding to this project will be addressed through the annual budget process.

The following tables identify the staging, the scope of works during each stage and current indicative cost estimates of each stage for Council’s consideration:

Stage	Area	Value (Excl. GST)
1	Oval Spectator Shade and Gymnasium/ Function Room Modification	\$750,000
2	Solar Initiative, 50m Pool Spectator Seating and Outdoor Court Shading	\$4,100,000
3	Waterslide and Carpark Formalisation	\$3,500,000
<b>TOTAL</b>		<b>\$8,350,000</b>

Further stages are proposed subject to further design, operational assessment and funding. These include;

Stage	Area	Value (Excl. GST)
4	Playing Field 3 Synthetic Expansion and Dampier Highway Crossover	\$2,200,000
5	Indoor/Outdoor Court Redevelopment	\$8,000,000
6	Pool Lighting Upgrade and Water Tank Provision	\$725,000
<b>TOTAL</b>		<b>\$10,925,000</b>

The overall \$19.275M project is indicatively broken into six stages but could be expedited or broken down into further stages should funding become available. Elements of the staging plan could potentially progress as further funding opportunities arise.

Officers have also commenced a review of external funding strategies with Lotterywest, the Department of Local Government, Sport and Cultural Industries CSRFF Annual, Small and Forward Planning Grants, the Federal Government Building Better Regions Fund (BBRF) Infrastructure Projects Stream and industry funding initially identified as possible opportunities.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council’s approved Strategic Community Plan 2020-2030 and Corporate Business Plan 2020-2025. In particular, the Operational Plan 2020-2021 provided for this activity:

- Programs/Services: 1.a.1.6 Progress the Redevelopment and Design Consultancy for the KLP
- Programs/Services: 1.a.1.7 Community Facility Management
- Programs/Services: 1.a.2.6 Infrastructure Project Management

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk to the City is considered to be as follows:

Category	Risk level	Comments
Health	Low	Aligns with the City’s commitment to providing appropriate public facilities and open spaces to support good health and wellbeing within our communities.
Financial	Moderate	The long term project commitment totalling \$19.275M is required to deliver the overall Master Plan stages. The implementation of each stages could progress as funds are sourced or made available.

Category	Risk level	Comments
Service Interruption	Moderate	Works are able to be staged to minimise the disruption to stakeholders.
Environment	Low	Noise output and dust pollution throughout construction, will be managed by the contractor.
Reputation	Moderate	Council led project for which members have demonstrated a high level of engagement and interest. An upgrade to this facility is likely to deliver positive reputational impact for Council.
Compliance	Low	Works are expected to comply with relevant standards.

### IMPACT ON CAPACITY

Supervision of works and future maintenance programs are included in existing resources.

### RELEVANT PRECEDENTS

Council has previously upgraded to extend the life and invigorate the community utilisation of the Roebourne Aquatic Centre, Wickham Aquatic Centre and the Karratha Aquatic Centre (e.g. prior to the development of the Leisureplex).

Council have always envisaged refurbishments of the Karratha Leisureplex would occur to continually improve and refresh the experience for residents and patrons of the facility as part of its objective to become Australia's most Liveable City.

Council has also previously undertaken detailed investigations and design work to develop full documentation prior to seeking external funding and tendering works.

### VOTING REQUIREMENTS

Simple Majority.

### OPTIONS

#### Option 1

As per Officer's recommendation.

#### Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to DEFER design development and detailed design and documentation for the Karratha Leisureplex Improvement Study whilst external funding opportunities are pursued, to contribute to the project costs.

#### Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to REJECT the proposed Karratha Leisureplex Improvement Study Master Plan solution.

### CONCLUSION

The planning for the redevelopment of the Karratha Leisureplex is well advanced based on an extensive stakeholder consultation, resulting in a Master Plan that provides the most advantageous outcomes for the development of the Precinct. This process has sought to further capitalise on the existing facility and the earlier improvements completed since it



opened in 2013. With the detailed design and construction works identified able to be implemented in stages over several years in line with the availability of funding.

The project is seeking Council's consideration of the Improvement Study Master Plan to enable detailed design and documentation of selected projects for Stage One, Two and Three to proceed.

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**OFFICER'S RECOMMENDATION**

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

- 1. ENDORSE the Karratha Leisureplex Improvement Study Master Plan as attached;**
- 2. AGREE to proceed with the detailed design of the Stage One, Two and Three Works for the purpose of a public tender;**
- 3. NOTE the indicative project budget of \$275,000 (Excl. GST) for the Financial Year 2020/ 21 for detailed design and documentation phase;**
- 4. NOTE that the program of delivery for the Stage One, Two and Three Works will be dependent on funding; and**
- 5. NOTE that consultation will continue with the community as the project progresses.**

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**COUNCIL AMENDED RESOLUTION**

**Res No** : 154709  
**MOVED** : Cr Waterstrom Muller  
**SECONDED** : Cr Smeathers

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

1. **ENDORSE** the Karratha Leisureplex Improvement Study Master Plan as attached;
2. **AGREE** to proceed with:
  - a) Detailed design and tender documentation of the Stage One, Two and Three Works outlined in this report;
  - b) Design works for additional shading over the 50 metre pool;
  - c) Concept design for and indoor/outdoor court redevelopment;
3. **NOTE** the indicative project budget of \$275,000 (Excl. GST) for the Financial Year 2020/21 for detailed design and documentation of the Stage One, Two and Three works;
4. **NOTE** that the program of delivery for the Stage One, Two and Three Works will be dependent on funding; and
5. **NOTE** that consultation will continue with the community as the project progresses.

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Bertling, Cr Evans, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller  
**AGAINST** : Nil  
**REASON** : Councillors modified the Officer's recommendation to include 50 metre pool shading and concept design for indoor/outdoor court redevelopment in Stage One as these were considered important as part of the project.

## **14 ITEMS FOR INFORMATION ONLY**

**Responsible Officer:** Chief Executive Officer

**Reporting Author:** Minute Secretary

**Disclosure of Interest:** Nil

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### **PURPOSE**

To advise Council of the information items for November 2020.

### **VOTING REQUIREMENTS**

Simple Majority.

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### **OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 154710  
**MOVED** : Cr Bertling  
**SECONDED** : Cr Smeathers

That Council note the following information items:

- 14.1 Register of Documents Stamped with the City's Common Seal**
- 14.2 Record of Tender Outcome under Delegation**
- 14.3 Community Services update**
- 14.4 Development Services update**
- 14.5 Waste Services Data – First Quarter 2020/2021**
- 14.6 Airport Services Data**

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Bertling, Cr Evans, Cr Miller, Cr Scott, Cr Smeathers,  
Cr Waterstrom Muller  
**AGAINST** : Nil

**14.1 REGISTER OF DOCUMENTS STAMPED WITH THE CITY OF KARRATHA  
COMMON SEAL**

**Responsible Officer: Chief Executive Officer**

**Reporting Author: EA to CEO & Mayor**

**Disclosure of Interest: Nil**

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**PURPOSE**

To advise Councillors of documents, that have been stamped with the Common Seal of the City of Karratha since the last Council Meeting.

There were none for the month of October 2020.

**14.2 RECORD OF TENDER OUTCOME UNDER DELEGATION**

**File No:** CM.112  
**Responsible Executive Officer:** Director Corporate Services  
**Reporting Author:** DAO Corporate Services  
**Date of Report:** 12 November 2020  
**Disclosure of Interest:** Nil  
**Attachment(s):** Nil

**PURPOSE**

To advise Councillors of tenders that have been awarded or rejected under delegation since the last Ordinary Council Meeting.

**BACKGROUND**

Under Delegation 1.1 ‘Tenders & Expressions of Interest’, the Chief Executive Officer (CEO) is able to award a tender where the consideration does not exceed \$500,000 and Directors \$250,000 (excluding GST) on the provision there is an approved budget.

Alternatively, under section 5.42 of the *Local Government Act 1995*, Council may specifically delegate to the CEO the authority to award a particular tender up to a specific value limit.

Policy CG-12 ‘Purchasing Policy’ requires that on each occasion a tender is awarded under delegated authority (as described above) a report is to be provided to Council at its next ordinary meeting that provides the information as detailed below:

<b>Tender No:</b>	RFT 08-20/21	<b>Project Budget:</b>	\$452,400
<b>Tender Title:</b>	Point Samson Fishing Platform Design		
<b>State-wide Advertising Commenced:</b>	23 September 2020	<b>Tender Closing Date/Time:</b>	21 October 2020
<b>Scope of Works:</b>	This project is being delivered in two stages: Stage 1 was completed in 2018 for a viewing platform containing shade and seating; Stage 2 (subject of this tender) is for the design and investigation for the extension of the viewing platform with a jetty. Geotechnical, bathymetry and survey investigations are included in addition to the detailed design.		
<b>Selection Criteria:</b>	Price	60%	
	Relevant Experience	20%	
	Capacity to Deliver	10%	
	Methodology	10%	
<b>Submissions Received:</b>	<ul style="list-style-type: none"> <li>• Cardno</li> <li>• GHD</li> <li>• M P Rogers &amp; Associates</li> <li>• WGA Wallbridge Gilbert Aztec</li> </ul>		
<b>Tender Awarded to:</b>	Wallbridge Gilbert Aztec		
<b>Contract Value:</b>	\$325,093 (Excl. GST)	<b>Date of Award:</b>	11 November 2020
<b>Contract Term:</b>	7 Months	<b>Contract Options:</b>	NA

**14.4 COMMUNITY SERVICES UPDATE**

**File No:** CS.23  
**Responsible Executive Officer:** Director Community Services  
**Reporting Author:** Director Community Services  
**Date of Report:** 3 November 2020  
**Applicant/Proponent:** Nil  
**Disclosure of Interest:** Nil  
**Attachment(s):**  
 1. Youth Advisory Group Minutes 14 October 2020  
 2. Arts Development & Events Advisory Group Minutes 28 October 2020

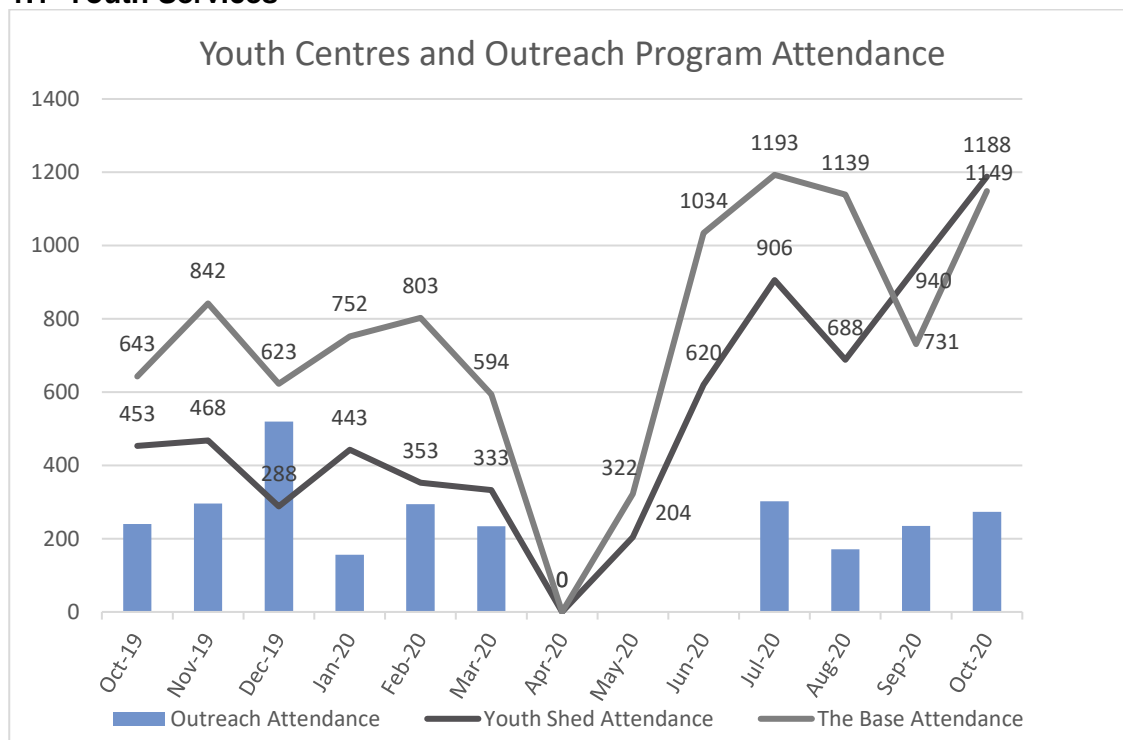
**PURPOSE**

To provide Council an update on October activities for Community Services.

**1. COMMUNITY PROGRAMS**

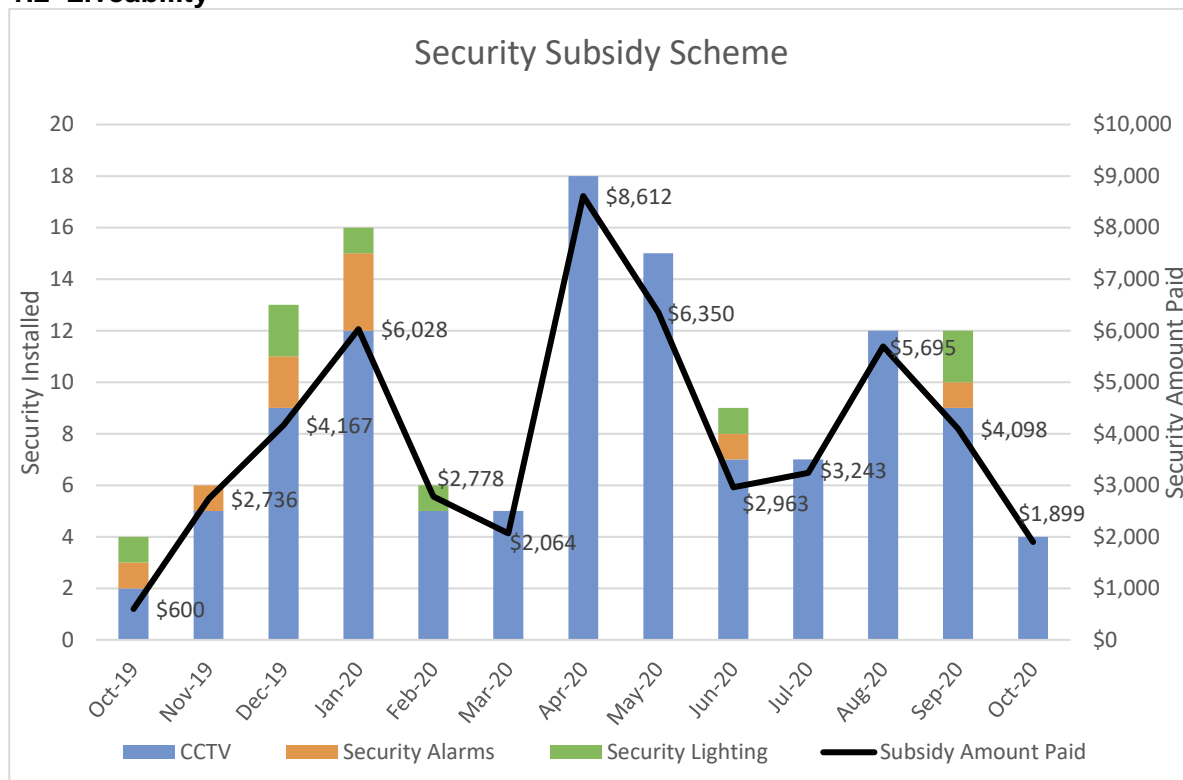
The Youth Advisory Group met on 14 October 2020 and the Arts Development & Events Advisory Group met on 28 October 2020. A copy of the minutes are attached for Council’s information.

**1.1 Youth Services**

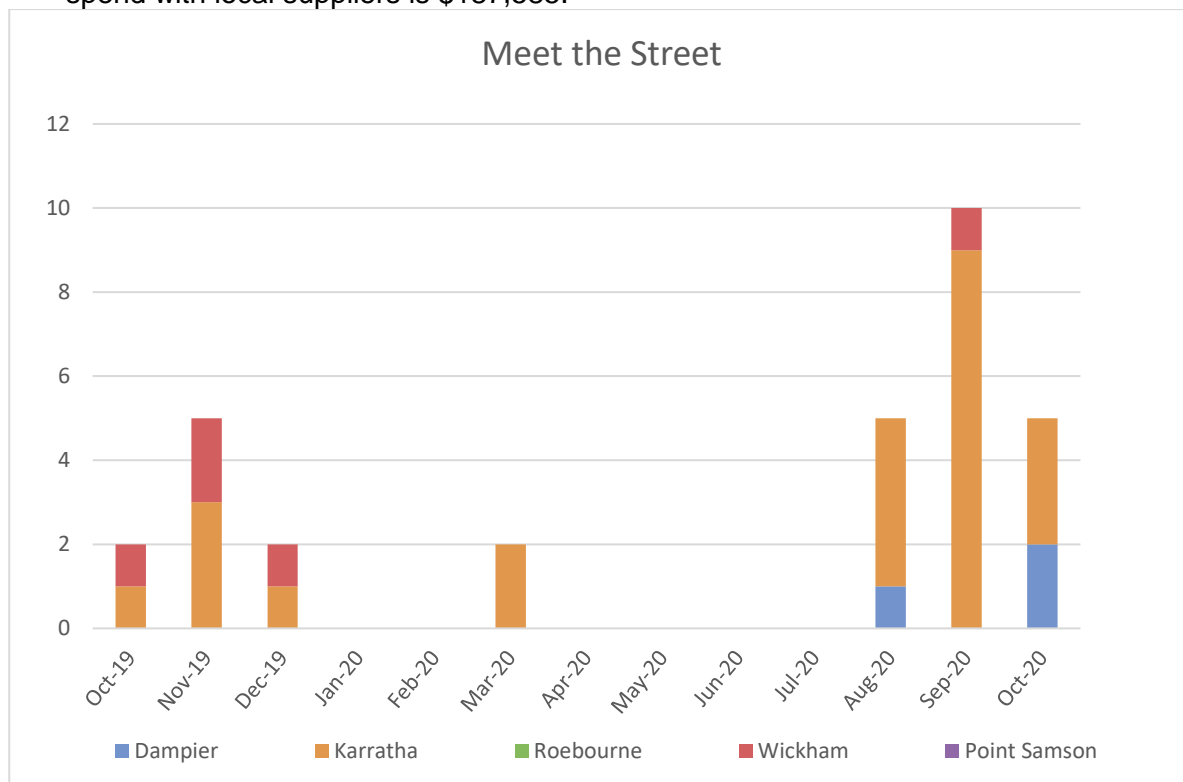


- Increase in numbers to last month and double the amount of young people have visited our services compared to the same time last year.
- Record numbers attended The Youth Shed Halloween party this month with 162 young people signed in.

**1.2 Liveability**

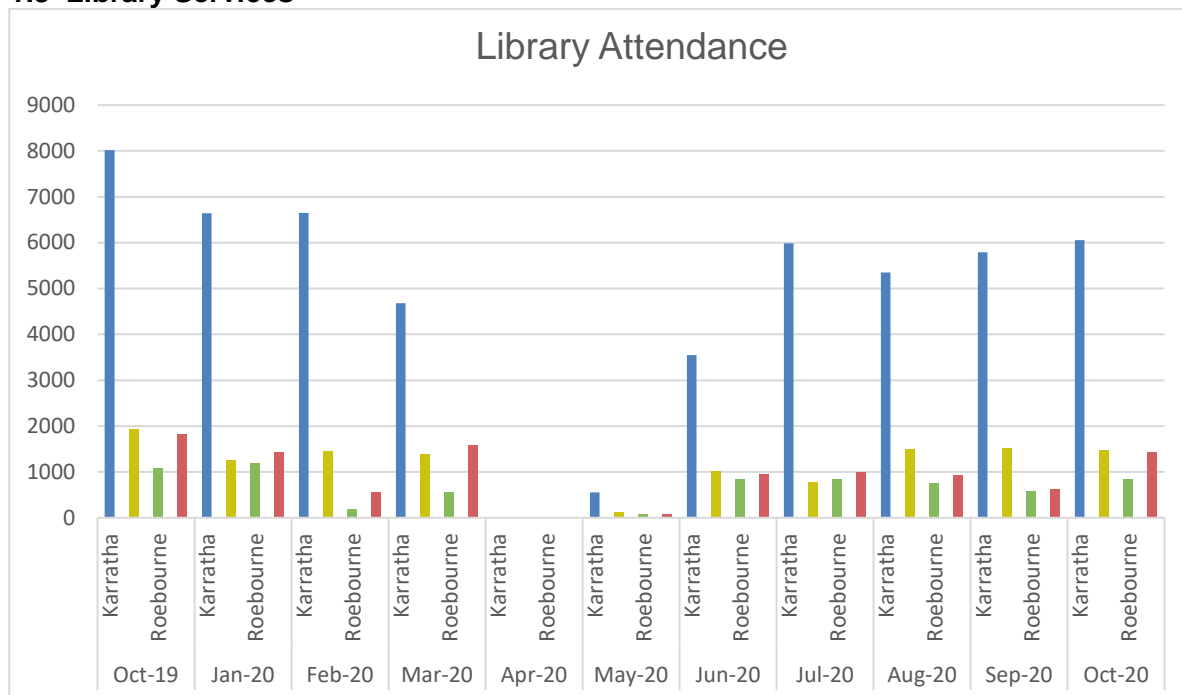


- Total subsidy paid in 2020/2021 is \$14,935 which translates to a spend of \$39,135 with local suppliers. Since inception of the program, total subsidy paid \$54,685 and total spend with local suppliers is \$187,585.



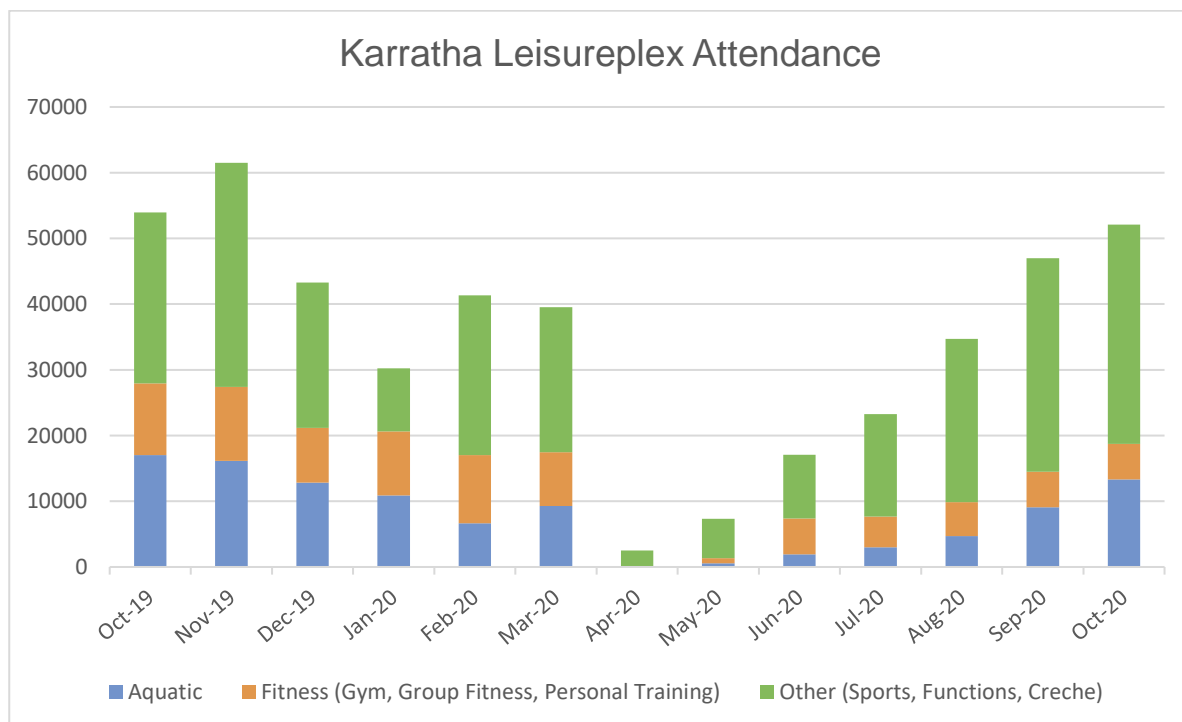
- Five Meet the Street events held in October.

### 1.3 Library Services

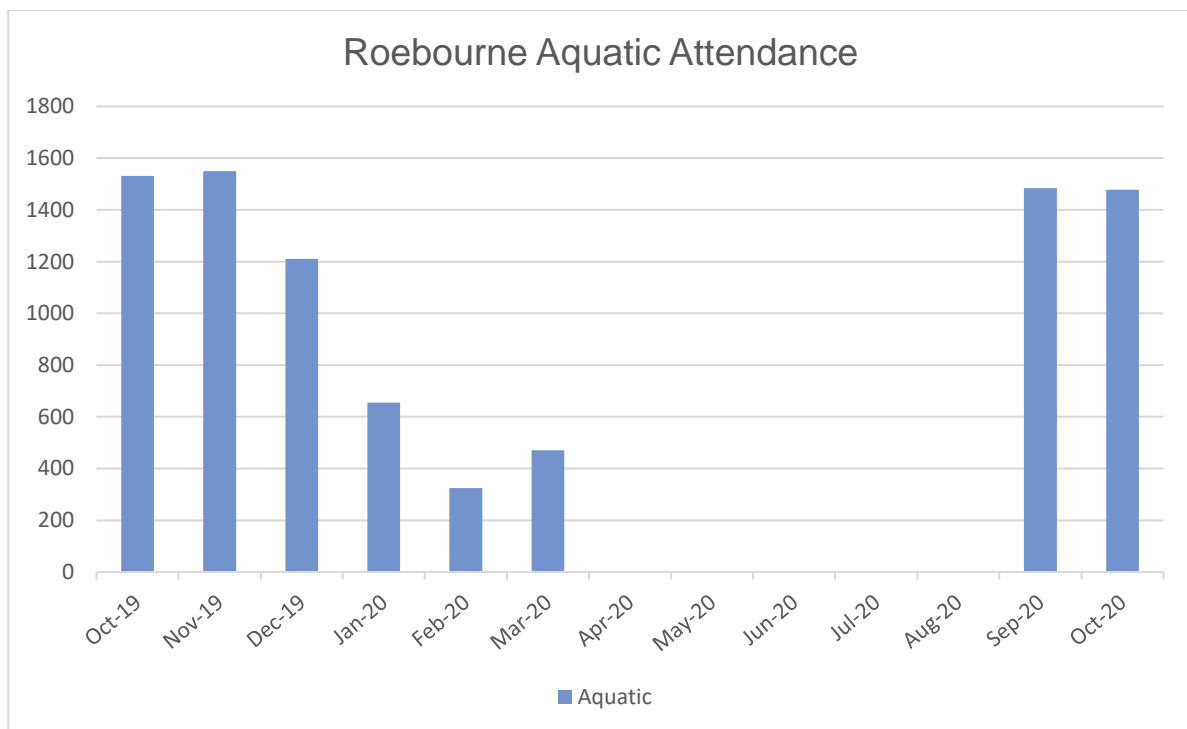
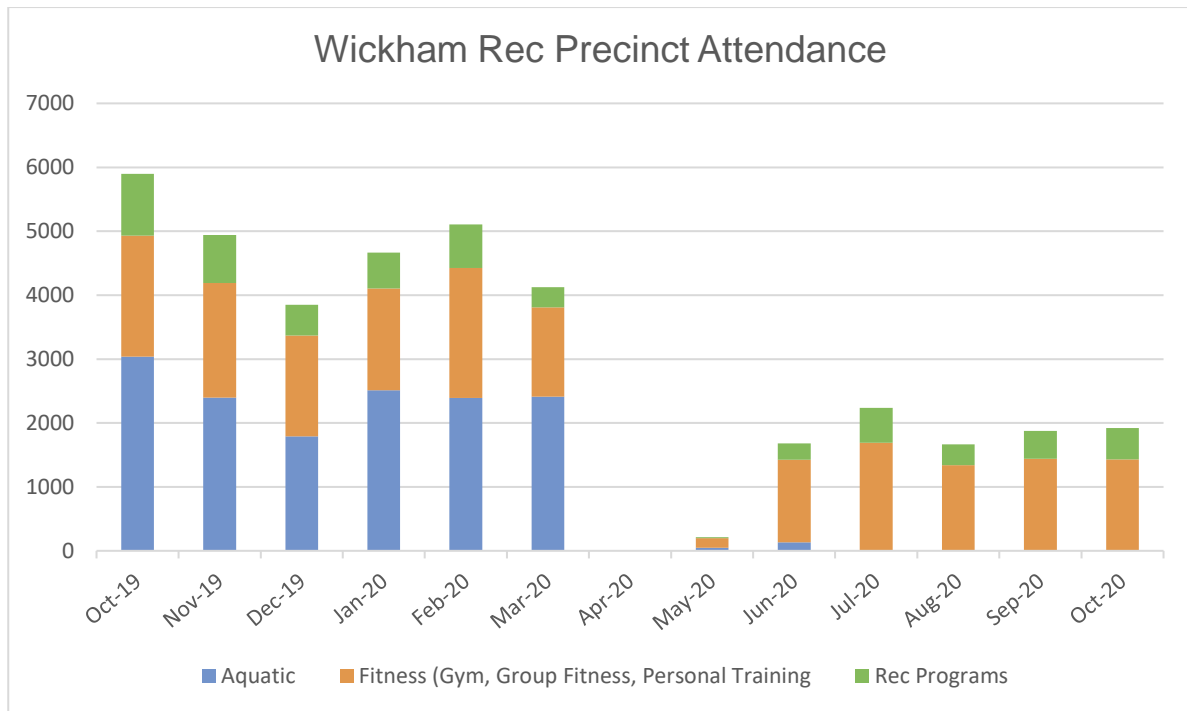


- **4429** physical items borrowed (including **37** Library of Things loans)
- **640** eResources borrowed
- **1183** program participants at Story Time, Rhyme Time, PAGES and School Holiday Activities
- **9242** total membership (**70** new members signed up in October)

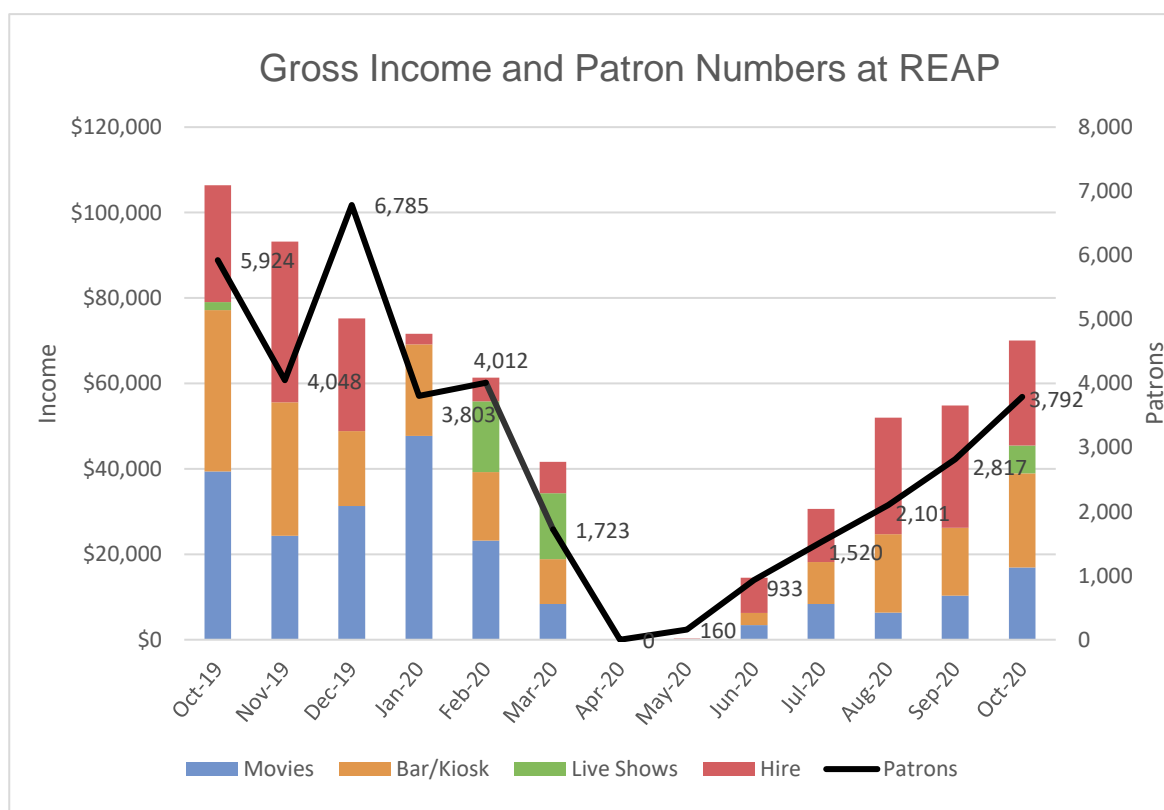
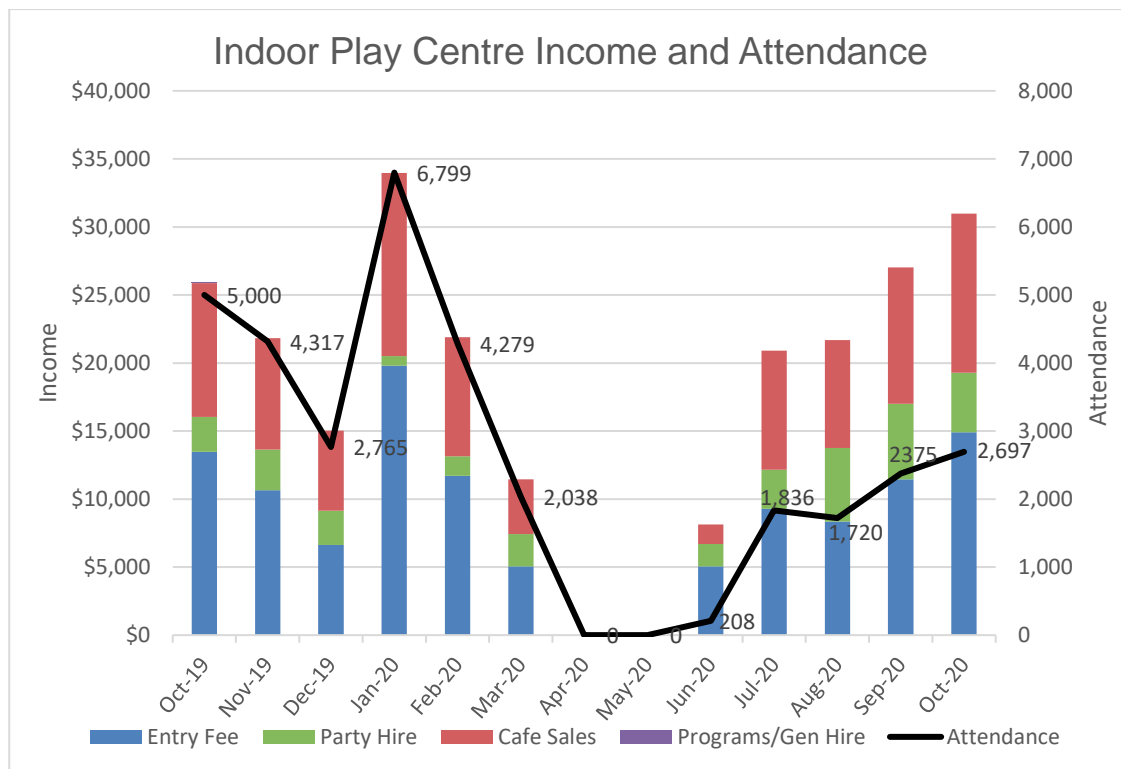
## 2 COMMUNITY FACILITIES







- Roebourne Aquatic Centre was closed over winter.



- October delivered **21** movies with total movie patron attendance of **1558**, averaging **74** patron attendance per movie
- Venue hire bookings included **19** bookings this month which saw the delivery of diverse events and performances. This included the Magic Beach and Dick Whittington performances, Karratha Senior High School graduation, sporting group awards, private functions by Rio Tinto and Rural Health West; and regular venue hirers from the local dance and drama groups.

**14.5 DEVELOPMENT SERVICES UPDATE**

<b>File No:</b>	<b>LE.245; LE.288; GR.27; TA/1/1; ED.1</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Director Development Services</b>
<b>Date of Report:</b>	<b>26 October 2020</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Nil</b>

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**PURPOSE**

To provide annual statistics from Development Services for the Council's information. The period reported on includes 28.09.2020 to 25.10.2020 (20 business days).

- Warehouse and office in Gap Ridge Estate
- 16 Swimming Pool approvals for private residences
- Development Applications for development of 2 new sites/workshops in Gap Ridge Industrial Estate
- Development Application for bulk earthworks to progress subdivision, which will create 38 residential allotments in Baynton West. WAPC approved an amendment to the Baynton West Structure Plan allowing this subdivision to progress.
- A JDAP development application was submitted for a concrete batching plant at the Burrup.
- Direction Notices Active:
 

	7	(KIE = 7)
- Within 65 day notice period	5	
- Expired and in Court process	1	
- Direction noticed complied	1	
- 3 new Take Your Business Online Grant's received with a value of \$8,892

<b>Rangers Statistics 2020</b>											
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD
<b>Inspections/reinspections/audits</b>											
Activities on City Properties	3	33	96	75	36	22	8	9	8	5	295
Abandoned vehicles	23	27	40	38	40	37	16	26	17	18	282
Animal (dogs/etc)	119	123	153	136	251	201	216	213	162	130	1704
Cats	32	27	22	25	65	92	80	65	60	38	506
Camping	0	2	5	9	6	15	13	40	16	4	110
Cyclone	1	54	2	1	3	3	2	0	1	0	67
Bushfire Hazard/Permit to burn	1	2	2	3	2	10	2	8	37	0	67
Litter	32	134	225	241	263	359	149	143	70	99	1715
Parking	29	155	143	36	97	164	73	154	101	87	1039
Off Road Vehicles	9	25	23	24	15	11	10	7	13	12	149
Unightly Properties	1	8	95	46	45	29	7	7	12	23	273
<b>Monthly total</b>	<b>250</b>	<b>590</b>	<b>806</b>	<b>634</b>	<b>823</b>	<b>943</b>	<b>576</b>	<b>672</b>	<b>497</b>	<b>416</b>	<b>6207</b>
<b>Infringements Issued</b>											
Bushfire	0	0	0	0	0	0	0	1	0	1	2
Activities on City Properties	0	33	87	50	69	104	24	0	0	0	367
Animal Environment & Nuisance	0	0	2	8	4	6	6	2	1	1	30
Animal (dogs/cats/etc)	8	22	22	14	25	14	27	23	15	32	202
Camping	0	0	0	0	0	0	0	0	0	0	0
Litter	1	1	0	1	0	4	2	0	0	3	12
Parking	20	52	51	25	29	61	23	39	9	85	394
<b>Monthly total</b>	<b>29</b>	<b>108</b>	<b>162</b>	<b>98</b>	<b>127</b>	<b>189</b>	<b>82</b>	<b>65</b>	<b>25</b>	<b>122</b>	<b>1007</b>
<b>Infringements</b>											
Value of Infringements Paid (\$)	10678	10947	18815	20959	12918	14099	17293	28669	21849	25048	181275
Infringements withdrawn	0	20	5	5	4	0	1	1	4	9	49
<b>Impounded Dogs</b>											
Central	13	17	11	6	17	15	7	15	12	16	129
East	10	4	1	6	14	3	16	8	10	5	77
West	15	15	22	8	9	23	14	15	12	19	152
<b>Monthly total</b>	<b>38</b>	<b>36</b>	<b>34</b>	<b>20</b>	<b>40</b>	<b>41</b>	<b>37</b>	<b>38</b>	<b>34</b>	<b>40</b>	<b>358</b>
Released to Owner	21	17	17	8	24	25	21	20	14	13	180
Rehomed to SAFE	8	7	10	2	5	7	7	8	9	18	81
In pound at present	1	6	6	7	6	7	8	6	3	8	58
Holding pending court cases	0	0	0	0	0	0	0	0	0	0	0
Deceased	0	0	0	0	0	0	1	0	1	0	2
Euthanised	8	6	1	3	5	2	0	4	7	1	37
<b>Monthly total</b>	<b>38</b>	<b>36</b>	<b>34</b>	<b>20</b>	<b>40</b>	<b>41</b>	<b>37</b>	<b>38</b>	<b>34</b>	<b>40</b>	<b>358</b>
<b>Impounded Cats</b>											
Central	10	3	12	2	14	13	10	13	22	19	118
East	24	2	1	2	10	26	15	17	10	24	131
West	3	4	10	2	6	12	4	11	15	4	71
<b>Monthly total</b>	<b>37</b>	<b>9</b>	<b>23</b>	<b>6</b>	<b>30</b>	<b>51</b>	<b>29</b>	<b>41</b>	<b>47</b>	<b>47</b>	<b>320</b>
Released to Owner	1	1	2	1	1	0	5	1	2	0	14
Rehomed to SAFE	20	2	4	1	15	18	8	12	15	34	129
In pound at present	1	1	0	0	0	6	0	0	0	3	11
Euthanised	15	5	17	3	14	27	16	27	29	10	163
Deceased	0	0	0	1	0	0	1	1	1	0	4
<b>Monthly total</b>	<b>37</b>	<b>9</b>	<b>23</b>	<b>6</b>	<b>30</b>	<b>51</b>	<b>30</b>	<b>41</b>	<b>47</b>	<b>47</b>	<b>321</b>
<b>Customer Requests</b>											
After hours (AH) calls received	82	59	61	54	61	78	53	94	65	36	643
AH calls requiring an immediate response	73	43	41	29	37	59	43	75	41	30	471
3 Dog Applications	0	0	0	1	0	1	0	0	2	4	8
<b>Monthly total</b>	<b>155</b>	<b>102</b>	<b>102</b>	<b>84</b>	<b>98</b>	<b>138</b>	<b>96</b>	<b>169</b>	<b>108</b>	<b>70</b>	<b>1122</b>

<b>Rangers Statistics 2019</b>												
TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>Inspections/reinspections/audits</b>												
211	11	4	7	7	33	37	10	7	47	4	5	39
270	18	21	34	32	30	23	17	10	16	20	22	27
1893	91	123	160	161	153	161	292	178	145	129	130	170
524	41	42	51	47	39	49	47	28	40	61	39	40
107	1	1	0	6	14	25	37	8	13	1	1	0
79	3	0	43	19	2	2	0	0	5	3	2	0
85	1	0	1	3	6	3	2	3	5	46	4	11
659	73	80	58	57	67	47	33	18	38	36	66	86
1307	13	126	162	129	157	111	116	12	119	95	124	143
126	6	5	19	24	14	7	17	6	11	7	3	7
172	6	5	21	8	11	27	10	2	25	38	10	9
<b>5433</b>	<b>264</b>	<b>407</b>	<b>556</b>	<b>493</b>	<b>526</b>	<b>492</b>	<b>581</b>	<b>272</b>	<b>464</b>	<b>440</b>	<b>406</b>	<b>532</b>
<b>Infringements Issued</b>												
18	1	0	0	0	0	0	0	0	0	0	9	8
14	0	0	1	0	4	0	3	0	0	0	0	6
13	6	0	2	1	1	0	0	1	0	0	1	1
201	6	9	12	15	12	19	34	25	13	12	15	29
3	0	0	0	0	0	1	0	1	1	0	0	0
35	6	1	4	4	7	1	4	1	1	2	2	2
432	9	38	38	31	43	28	33	6	78	37	41	50
<b>716</b>	<b>28</b>	<b>48</b>	<b>57</b>	<b>51</b>	<b>67</b>	<b>49</b>	<b>74</b>	<b>34</b>	<b>93</b>	<b>51</b>	<b>68</b>	<b>96</b>
<b>Infringements</b>												
128219	11254	9276	9981	9810	16921	9438	9667	7663	10410	13858	9724	10217
65	3	4	2	6	2	5	15	4	3	6	9	6
<b>Impounded Dogs</b>												
144	6	8	3	12	16	10	14	18	10	17	9	21
103	12	9	9	3	3	10	3	21	12	11	6	4
179	16	11	17	19	14	9	19	18	13	12	15	16
426	34	28	29	34	33	29	36	57	35	40	30	41
201	10	13	15	16	19	12	21	25	11	20	19	20
109	13	4	8	8	5	10	4	13	13	13	8	10
54	6	1	2	7	4	3	7	6	6	6	2	4
3	0	1	2	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	0	1	0	0	0
58	5	9	2	3	5	4	4	13	5	0	1	7
<b>427</b>	<b>34</b>	<b>28</b>	<b>29</b>	<b>34</b>	<b>33</b>	<b>29</b>	<b>36</b>	<b>58</b>	<b>35</b>	<b>40</b>	<b>30</b>	<b>41</b>
<b>Impounded Cats</b>												
140	13	17	12	14	10	18	8	7	13	9	10	9
115	24	15	11	6	5	9	4	3	12	14	4	8
121	4	3	18	11	16	16	19	2	6	14	6	6
376	41	35	41	31	31	43	31	12	31	37	20	23
34	0	2	26	0	0	0	1	0	2	1	1	1
111	22	16	14	9	5	14	6	2	8	5	5	5
13	4	1	0	2	0	1	0	1	0	1	1	2
208	14	16	1	18	26	28	24	7	19	27	13	15
9	1	1	0	2	0	0	0	2	2	1	0	0
<b>375</b>	<b>41</b>	<b>36</b>	<b>41</b>	<b>31</b>	<b>31</b>	<b>43</b>	<b>31</b>	<b>12</b>	<b>31</b>	<b>35</b>	<b>20</b>	<b>23</b>
<b>Customer Requests</b>												

Environmental Health Statistics 2020												Environmental Health Statistics 2019												
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD	TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>Inspections/reinspections/audits</b>												<b>Inspections/reinspections/audits</b>												
Food premises inspection/reinspection	3	1	16	11	22	21	20	22	12	4	132	182	6	15	15	10	40	18	23	22	17	3	4	9
Lodging house inspection	0	0	0	2	2	0	4	4	2	0	14	28	1	0	0	0	14	1	5	6	1	0	0	0
Camping/caravan park inspection	0	0	0	0	0	1	1	0	0	0	2	9	0	0	0	0	4	2	1	0	0	1	0	1
Public building inspection	0	0	0	1	1	2	7	2	5	0	18	41	0	0	1	0	8	10	4	11	7	0	0	0
Swimming pool inspection	0	0	1	0	0	1	3	0	0	0	5	17	0	0	0	0	0	0	0	0	0	0	0	17
Hairdressers inspection	0	1	0	0	3	1	0	0	7	2	14	9	0	2	0	0	0	0	0	0	2	0	1	4
Beauty therapy/skin penetration inspection	2	1	0	0	1	2	1	1	7	1	16	11	0	0	0	1	1	0	1	3	1	1	1	2
Septic tank inspections	0	0	0	0	0	1	0	0	1	1	3	18	1	1	1	4	0	0	2	2	4	3	0	0
Closed premises	9	2	1	0	0	0	0	1	2	0	15	45	6	10	0	3	2	1	3	3	3	5	0	9
<b>Monthly total</b>	<b>14</b>	<b>5</b>	<b>18</b>	<b>14</b>	<b>29</b>	<b>29</b>	<b>36</b>	<b>30</b>	<b>36</b>	<b>8</b>	<b>219</b>	<b>360</b>	<b>14</b>	<b>28</b>	<b>17</b>	<b>18</b>	<b>69</b>	<b>32</b>	<b>39</b>	<b>47</b>	<b>35</b>	<b>13</b>	<b>6</b>	<b>42</b>
<b>Health nuisances/complaints investigated</b>												<b>Health nuisances/complaints investigated</b>												
Air Quality	7	2	3	4	8	6	3	3	5	2	43	42	2	0	6	3	4	7	4	7	5	2	2	0
Building & Accommodation	0	9	3	4	3	4	3	0	0	3	29	23	4	1	1	2	0	0	4	4	2	1	3	1
Water & Waste Water	6	7	5	7	8	4	1	2	1	9	50	20	0	0	1	3	0	2	2	1	4	2	5	0
Food Safety	5	3	2	4	1	0	2	4	4	2	27	32	1	0	4	8	2	2	2	1	1	3	7	1
Noise Pollution	8	15	13	14	7	7	8	3	8	4	87	89	6	3	6	10	2	7	17	5	13	6	8	6
Public Health	5	7	17	14	8	10	7	4	4	6	82	72	4	6	3	11	5	2	3	7	17	4	8	2
Refuse & Litter	2	8	3	2	3	3	0	2	1	2	26	21	4	2	1	3	0	0	2	3	3	1	1	1
Skin Penetration	0	1	3	0	0	0	0	0	0	0	4	24	2	0	9	0	3	3	2	0	3	1	1	0
Stallholders & Traders	0	0	0	0	0	0	0	0	0	0	0	80	2	6	6	7	6	12	9	8	8	6	4	6
<b>Monthly total</b>	<b>33</b>	<b>52</b>	<b>49</b>	<b>49</b>	<b>38</b>	<b>34</b>	<b>24</b>	<b>18</b>	<b>23</b>	<b>28</b>	<b>348</b>	<b>403</b>	<b>25</b>	<b>18</b>	<b>37</b>	<b>47</b>	<b>22</b>	<b>35</b>	<b>45</b>	<b>36</b>	<b>56</b>	<b>26</b>	<b>39</b>	<b>17</b>
<b>Notifiable infectious diseases</b>												<b>Notifiable infectious diseases</b>												
Ross River Virus (RRV)	0	1	0	3	0	1	0	0	0	0	5	13	1	0	0	0	1	0	7	1	1	1	0	1
Barmah Forest Virus (BHV)	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Salmonellosis	5	2	2	1	0	1	2	1	1	1	16	45	1	1	26	4	2	1	1	0	0	6	3	0
Campylobacteriosis	2	1	1	2	1	2	1	3	1	1	15	30	1	1	1	2	6	1	0	1	0	4	6	7
Cryptosporidiosis	0	2	4	3	0	0	0	0	0	0	9	1	0	0	0	0	0	0	0	0	0	1	0	0
Other	1	1	0	3	6	1	2	1	0	0	15	10	2	0	1	0	1	0	1	2	0	0	1	2
<b>Monthly total</b>	<b>8</b>	<b>8</b>	<b>7</b>	<b>12</b>	<b>7</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>2</b>	<b>2</b>	<b>61</b>	<b>99</b>	<b>5</b>	<b>2</b>	<b>28</b>	<b>6</b>	<b>10</b>	<b>2</b>	<b>9</b>	<b>4</b>	<b>1</b>	<b>12</b>	<b>10</b>	<b>10</b>
<b>Other health</b>												<b>Other health</b>												
Assess development applications	1	6	8	6	12	17	8	13	8	4	83	145	4	6	12	18	16	7	20	9	19	12	10	12
Assess building applications	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Respond to swimming pool positive detections	0	0	1	0	1	0	0	0	0	1	3	9	2	0	2	4	1	0	0	0	0	0	0	0
Healthy dog day	0	0	1	0	1	0	0	0	0	1	3	5	0	1	0	0	1	0	0	2	0	0	1	0
Chicken bleeding	2	2	2	2	2	2	2	3	1	0	18	26	2	2	2	3	2	2	3	2	1	2	3	2
Infringements issued	0	0	0	0	0	0	1	0	0	0	1	1	0	0	0	0	0	1	0	0	0	0	0	0
Approvals & Compliance - applications & enquiries	7	10	14	15	30	28	26	32	29	28	219		-	-	-	-	-	-	-	-	-	-	-	-
<b>Monthly total</b>	<b>10</b>	<b>18</b>	<b>26</b>	<b>23</b>	<b>46</b>	<b>47</b>	<b>37</b>	<b>48</b>	<b>38</b>	<b>34</b>	<b>327</b>	<b>186</b>	<b>8</b>	<b>9</b>	<b>16</b>	<b>25</b>	<b>20</b>	<b>10</b>	<b>23</b>	<b>13</b>	<b>20</b>	<b>14</b>	<b>14</b>	<b>14</b>

Building Statistics 2020													Building Statistics 2019												
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD	TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
<b>Building Permits</b>													<b>Building Permits</b>												
Dwellings	1	0	0	0	1	1	0	6	1	2	12	4	0	0	0	0	0	0	1	0	2	0	1	0	
Alterations and Additions	1	2	15	32	40	37	13	29	21	16	206	13	0	0	0	0	3	1	3	2	2	1	0	1	
Swimming Pools and Spas	4	5	7	6	6	8	6	5	7	16	70	67	1	7	6	8	2	5	7	3	6	4	11	7	
Outbuildings (inc. signs and shade)	13	17	22	27	37	61	25	36	25	37	300	360	21	30	15	14	28	24	45	37	28	19	52	47	
Group Development	1	1	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	
Number Sole Occpcy Units/GRP Development	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Commercial	0	2	5	2	4	2	4	2	5	3	29	44	4	5	2	5	5	3	3	3	6	1	3	4	
<b>Monthly total</b>	<b>20</b>	<b>27</b>	<b>49</b>	<b>67</b>	<b>88</b>	<b>109</b>	<b>48</b>	<b>78</b>	<b>59</b>	<b>74</b>	<b>619</b>	<b>488</b>	<b>26</b>	<b>42</b>	<b>23</b>	<b>27</b>	<b>38</b>	<b>33</b>	<b>59</b>	<b>45</b>	<b>44</b>	<b>25</b>	<b>67</b>	<b>59</b>	
<b>Building Approval Certificates &amp; Demolition Certificates</b>													<b>Building Approval Certificates &amp; Demolition Certificates</b>												
Demolition Permits	0	0	0	2	1	1	0	0	0	0	4	3	0	0	1	0	0	0	0	0	0	0	1	1	
BAC's	0	0	2	0	1	0	2	0	0	0	5	3	1	0	1	1	0	0	0	0	0	0	0	0	
BAC Strata	0	0	1	1	0	0	0	1	0	0	3	2	0	0	1	0	1	0	0	0	0	0	0	0	
<b>Monthly total</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>8</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	
<b>Occupancy Permits</b>													<b>Occupancy Permits</b>												
Occupancy Permits	0	0	3	1	1	4	1	0	3	2	15	21	3	2	1	1	2	2	3	1	1	2	2	1	
OP Strata	0	1	0	0	0	0	0	0	0	0	1	1	0	0	1	0	0	0	0	0	0	0	0	0	
OP Unauthorised	0	0	0	0	0	0	1	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	1	
<b>Monthly total</b>	<b>0</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>2</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>23</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	
<b>Total \$'000 Construction Value</b>	<b>46208</b>	<b>6,801</b>	<b>2,785</b>	<b>5,610</b>	<b>10,145</b>	<b>6,458</b>	<b>4,821</b>	<b>8,869</b>	<b>4,770</b>	<b>6,516</b>	<b>102,983</b>	<b>179,636</b>	<b>8,073</b>	<b>6,564</b>	<b>1,126</b>	<b>6,927</b>	<b>6,434</b>	<b>13,308</b>	<b>5,250</b>	<b>1,204</b>	<b>96,574</b>	<b>14,142</b>	<b>17,756</b>	<b>2,278</b>	
<b>Applications Processed for Other Councils</b>													<b>Applications Processed for Other Councils</b>												
Shire Of Ashburton	1	1	2	1	0	0	0	1	1	0	7	55	3	6	0	0	8	2	1	0	29	0	4	2	
Shire of Wyndham (East Kimberley)	0	1	0	0	0	0	0	1	0	0	2	8	0	0	0	2	1	3	2	0	0	0	0	0	
Port Hedland	6	9	8	5	9	11	23	27	15	17	130	95	8	6	8	6	6	6	5	7	10	14	13	6	
<b>Monthly total</b>	<b>7</b>	<b>11</b>	<b>10</b>	<b>6</b>	<b>9</b>	<b>11</b>	<b>23</b>	<b>29</b>	<b>16</b>	<b>17</b>	<b>139</b>	<b>158</b>	<b>11</b>	<b>12</b>	<b>8</b>	<b>8</b>	<b>15</b>	<b>11</b>	<b>8</b>	<b>7</b>	<b>39</b>	<b>14</b>	<b>17</b>	<b>8</b>	
<b>Private Certifications Provided</b>													<b>Private Certifications Provided</b>												
Certificate of Design Compliance	0	10	2	0	0	0	0	0	0	1	13	4	0	0	1	0	2	0	0	1	0	0	0	0	
Certificate of Building Compliance	0	3	1	0	0	0	0	0	0	1	6	3	0	1	1	0	0	1	0	0	0	0	0	0	
Certificate of Construction Compliance	0	1	1	0	0	0	0	0	0	1	4	3	0	0	0	0	0	2	0	0	0	0	1	0	
<b>Monthly total</b>	<b>0</b>	<b>14</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>23</b>	<b>10</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	
<b>Total \$'000 Construction Value</b>	<b>0</b>	<b>233</b>	<b>490</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>300</b>	<b>123</b>	<b>1,146</b>	<b>1337</b>	<b>0</b>	<b>7</b>	<b>403</b>	<b>0</b>	<b>927</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Private Swimming Pool Inspections (1 every 4 years)</b>													<b>Private Swimming Pool Inspections (1 every 4 years)</b>												
<b>Monthly total</b>	<b>26</b>	<b>35</b>	<b>50</b>	<b>32</b>	<b>71</b>	<b>13</b>	<b>56</b>	<b>58</b>	<b>78</b>	<b>58</b>	<b>477</b>	<b>518</b>	<b>12</b>	<b>54</b>	<b>43</b>	<b>30</b>	<b>86</b>	<b>45</b>	<b>41</b>	<b>47</b>	<b>30</b>	<b>25</b>	<b>59</b>	<b>46</b>	

Planning Statistics 2020												Planning Statistics 2019												
CATEGORIES	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD	TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>Lodgement</b>												<b>Lodgement</b>												
Development Applications	8	11	12	10	12	16	20	11	14	12	126	193	7	9	15	19	20	16	22	11	18	19	18	19
R-Codes Applications	6	5	6	1	4	4	7	5	11	5	54	94	4	2	10	7	7	5	13	6	12	11	12	5
Land Matters	9	7	7	4	10	10	6	11	15	13	92	149	11	10	12	30	10	8	12	5	13	7	12	19
Enforcement Matters	8	7	20	0	7	17	2	19	2	4	86	82	2	15	4	2	2	1	0	12	4	24	4	12
Scheme Amendments	1	0	0	0	0	0	0	0	0	0	1	3	0	0	2	0	0	1	0	0	0	0	0	0
Monthly total	32	30	45	15	33	47	35	46	42	34	359	521	24	36	43	58	39	31	47	34	47	61	46	55
<b>Processing</b>												<b>Processing</b>												
Average Number of Days (DA)	22	28	27	28	21	31	26	24	36	28	27	21	23	15	35	36	14	11	22	15	18	18	22	24
Application Fees	4641	7361	7680	10333	5854	6037	23057	12317	6672	22476	106428	365948	2489	10663	36483	47873	12364	72050	21537	9716	88720	51408	5822	6823
Development Value \$'000	743	1050	1966	3075	2241	697	8706	2821	1025	5208	27532	586545	475	100187	2600	656	25050	40948	86236	1652	126928	180921	10207	10685

<b>Karratha Tourism and Vistor Centre Statistics 2020</b>											
<b>CATEGORY</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>YTD</b>
Visitors to the Centre	446	320	336	0 - COVID	195	920	3215	4312	2265	1516	13525
Sites booked 40 Mile online	N/A	N/A	N/A	0 - COVID	28	75	100	106	58	N/A	367
Sites paid in Cash 40 Mile	N/A	N/A	N/A	0 - COVID	20	242	333	1380	290	N/A	2265
Sites booked Cleaverville online	N/A	N/A	N/A	0 - COVID	25	131	159	212	107	N/A	634
Sites paid in Cash Cleaverville	N/A	N/A	N/A	0 - COVID	24	183	247	320	232	N/A	1006
<b>Monthly total</b>	<b>446</b>	<b>320</b>	<b>336</b>	<b>0</b>	<b>292</b>	<b>1551</b>	<b>4054</b>	<b>6330</b>	<b>2952</b>	<b>1516</b>	<b>17797</b>
<b>Consignments</b>											
Number of local suppliers	15	15	15	0 - COVID	15	17	17	17	17	17	17
<b>Revenue</b>											
KTVC Retail Sales	\$3,825	\$4,911	\$2,724	0 - COVID	\$ 961	\$ 9,897	\$ 14,029	\$ 20,567	\$ 9,406	\$ 6,780	\$ 73,100
Bookeasy Sales						\$ 4,052	\$ 31,911	\$ 29,100	\$ 24,095	\$ 9,761	\$ 98,919
Cleaverville (online booking)	N/A	N/A	N/A	0 - COVID	\$ 892	\$ 6,592	\$ 9,928	\$ 9,296	\$ 4,944	N/A	\$ 31,652
Cleaverville (cash payment to caretaker)	N/A	N/A	N/A	0 - COVID	\$ 808	\$ 9,684	\$ 13,620	\$ 10,122	\$ 13,118	N/A	\$ 47,352
40 Mile (online booking)	N/A	N/A	N/A	0 - COVID	\$ 892	\$ 4,392	\$ 6,760	\$ 6,008	\$ 2,872	N/A	\$ 20,924
40 Mile (cash payment to caretaker)	N/A	N/A	N/A	0 - COVID	\$2,548	\$17,357	\$ 19,812	\$ 19,788	\$ 10,956	N/A	\$ 70,461
<b>Monthly total</b>	<b>\$3,825</b>	<b>\$4,911</b>	<b>\$2,724</b>	<b>\$ -</b>	<b>\$6,101</b>	<b>\$51,974</b>	<b>\$ 96,060</b>	<b>\$ 94,881</b>	<b>\$ 65,391</b>	<b>\$ 16,541</b>	<b>\$342,408</b>



<b>TAKE YOUR BUSINESS ONLINE 2020/2021 3 new applications for the month of October 2020</b>					
<b>#</b>	<b>APPLICANT</b>	<b>STATUS</b>	<b>PROJECT COST</b>	<b>AMOUNT APPROVED</b>	<b>GRANT FOR THE PURPOSE OF:</b>
1-11	All other	Previous	\$152,012	\$37,916	
12	North West Recycling	Processing	\$9,344	Under Assessment	New Website and Social Media campaign including professional photography.
13	Bez Engineering	Processing	\$7,440	Under Assessment	Update website to include current services and allow for analytics, along with employment opportunities. Inclusive of Photo/Videography package and Social Media campaign
14	Karratha Kite School	Processing	\$1,000	Under Assessment	Existing Website – adding a shopping cart and online booking functionality.
<b>FY20/21 TOTAL</b>			<b>\$169,796</b>	<b>\$37,916</b>	

PROJECTS LIST				
PROJECT	CONSULTANT	MOST RECENT ACTION	NEXT ACTION	STATUS
Local Planning Strategy	TBB RFF	DPLH Officers provided updated documentation for review, which City Officers have reviewed and is accepted subject to minor modifications.	City officers to arrange publishing of final document.	Within Tolerance
Mulataga Structure Plan	Roberts Day	WAPC approved the Structure Plan subject to minor modifications.	Modifications to be made to the documentation.	On Target
Scheme Amendment 51 (Nickol Bay Hospital)	Nil (internal)	Council adopted Scheme Amendment referred to WAPC for Minister's final approval consideration.	Minister's decision.	On Target
40 Mile FMP Implementation	Nil (internal)	BRIDA awarded contract to undertake track closures, in addition to contract for weed management and native plantings.	BRIDA undertake native plantings.	On Target
Smoke Free Plan	Nil (internal)	Once the Stallholder and Street Trading Policy has been finalised work will begin on the plan. Will need to be re-written.	Draft a smoke free plan.	Attention Required
Stallholder and Street Trading Policy Review	Nil (internal)	Further consultation with mobile traders on operational aspects of the updated draft Policy and further assessment of office traffic impacts.	Finalise the Roster system and implement transition plan.	Within Tolerance
Environmental Sustainability Strategy	Nil (internal)	Draft Strategy advertised for public consultation.	Present to Council to consider submissions.	On Target
Renewable Hydrogen Study	Murdoch Uni / Hydrogen Society of Aust.	Council noted the Hydrogen Study.	Consider the implementation of the Study recommendations.	On Target
Business Climate Scorecard	Catalyse	Results have been received and reviewed. Council briefing presentation has been completed and a Council report will be submitted in the November Council meeting.	Present an overview of the findings at the next Business Breakfast.	On Target
EcoHub	Naja & Mann Advisory	Advice received from DPLH in relation to tenure options for the portion of Airport	Work with DPLH to map out options, considerations and next steps to enable development of the land.	Within Tolerance

PROJECTS LIST				
PROJECT	CONSULTANT	MOST RECENT ACTION	NEXT ACTION	STATUS
		Reserve being sought for EcoHub development.		
Wanggalili Project (Native Yindjibarndi Plants)	Yurra Project Lead (Multiple MOU parties)	Seedlings currently growing under supervision at the City's nursery. Phase One of project acquitted.	Meet with Steering Committee to consider on Phase 2 of the project.	On Target
2021 State NRM Coastal and Marine Conference	Nil (internal)	Confirmation received that bid to host 2021 Conference was successful. Conference dates confirmed and REAP booked. Representation on Steering Committee determined.	Await first Steering Committee meeting. Provide MESAP information if requested.	On Target
Power Governance	Nil (internal)	Retrospective consumption and expenditure tracking tool developed. Audit of 60+ Horizon Power accounts complete and adjustments complete. Energy Efficiency Action Plan under review.	Explore IT solutions for real-time reporting.	On Target
Waterwise Council (WWC) Management Team	Nil (internal)	Developing internal WWC team to review efficiency actions and progress City towards Gold WWC status.	Continued progress towards Gold Status.	On Target
Water Security CRC	Nil (internal)	Opportunity to join as part of a collective WA consortium being considered.	Review merits of participation.	On Target
ClimateClever	Nil (internal)	Council approved participation.	Enter into contractual agreement.	On Target

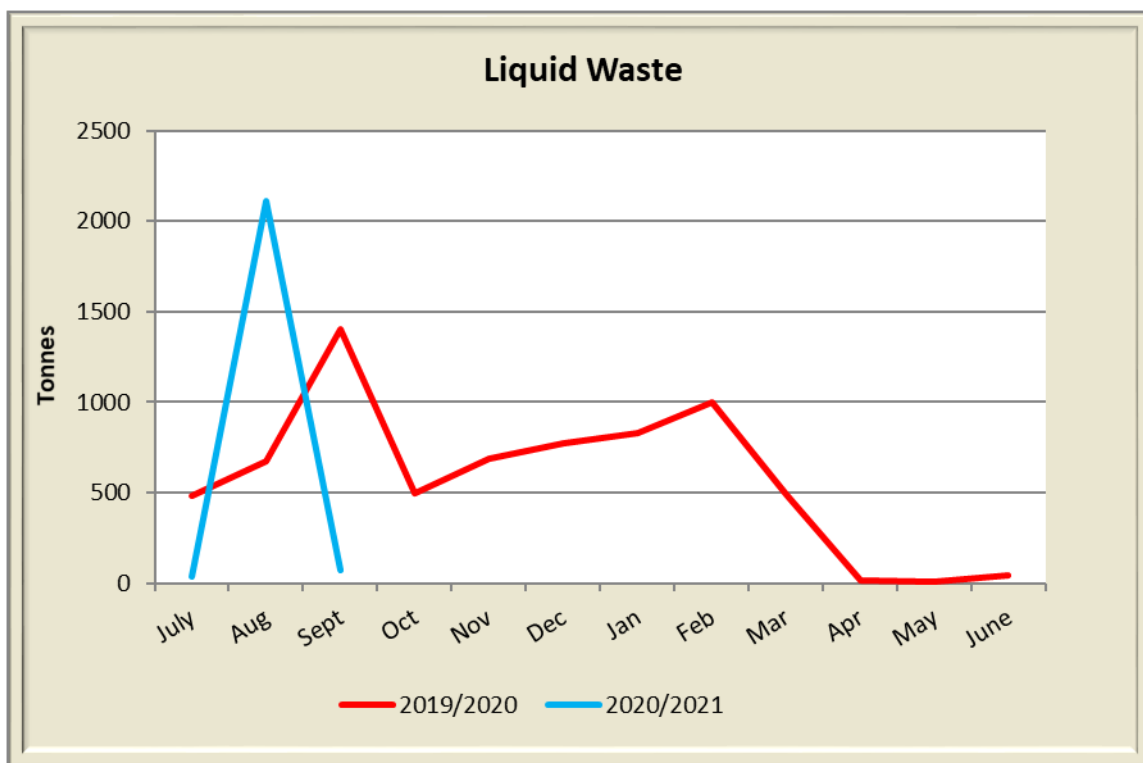
**14.6 WASTE SERVICES DATA – FIRST QUARTER 2020/2021**

**File No:** WM.2  
**Responsible Executive Officer:** Director Strategic Projects & Infrastructure  
**Reporting Author:** Waste Services Office Supervisor  
**Date of Report:** 15 October 2020  
**Disclosure of Interest:** Nil  
**Attachment(s):** Nil

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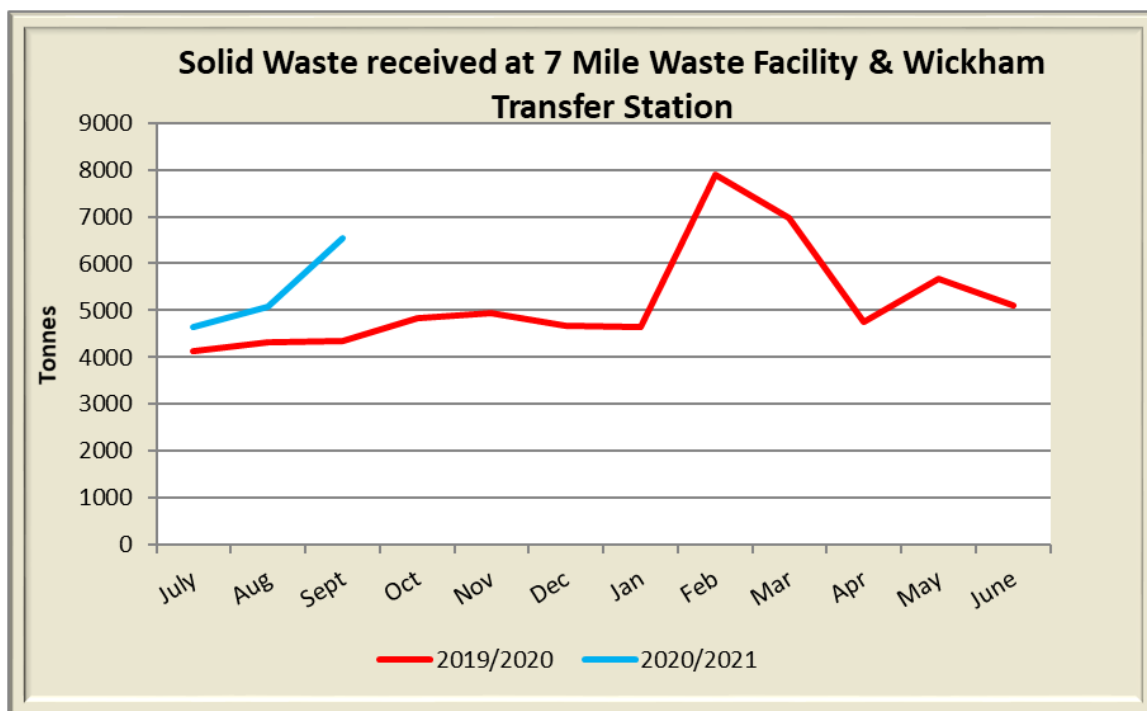
**PURPOSE**

To provide a quarterly update and illustration of Waste Services data for the 2020/2021 year.



Liquid Waste delivered to the 7 Mile Waste Facility.

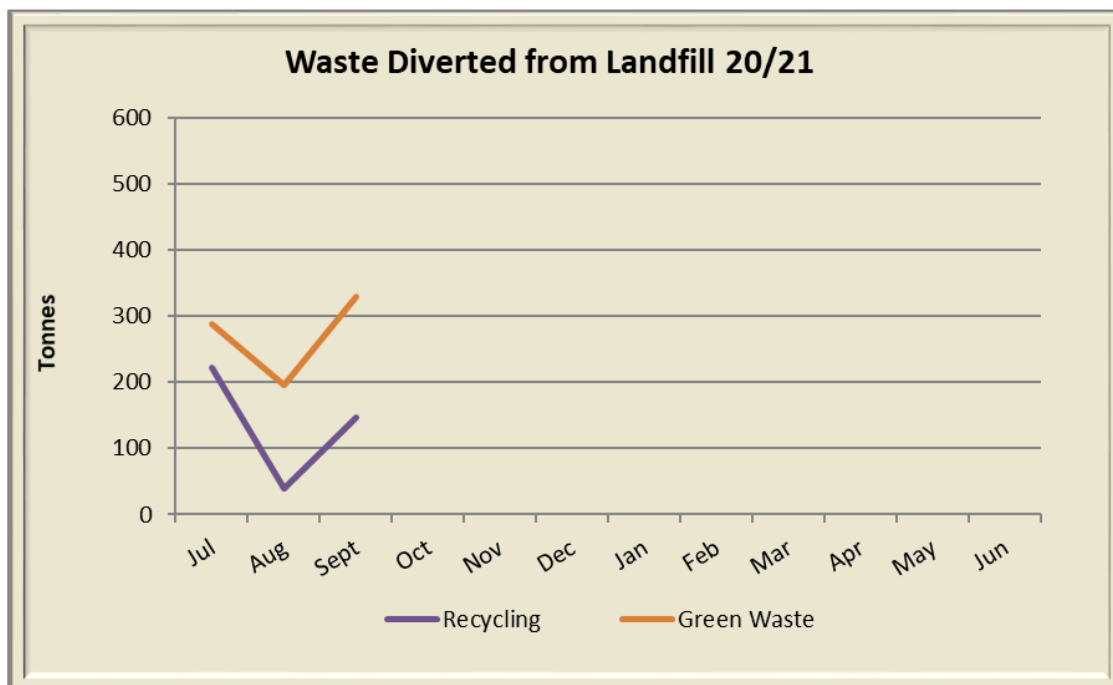
The spike in August was due to the alternative liquid waste disposal facility reaching capacity prior to the completion of their additional pond.



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

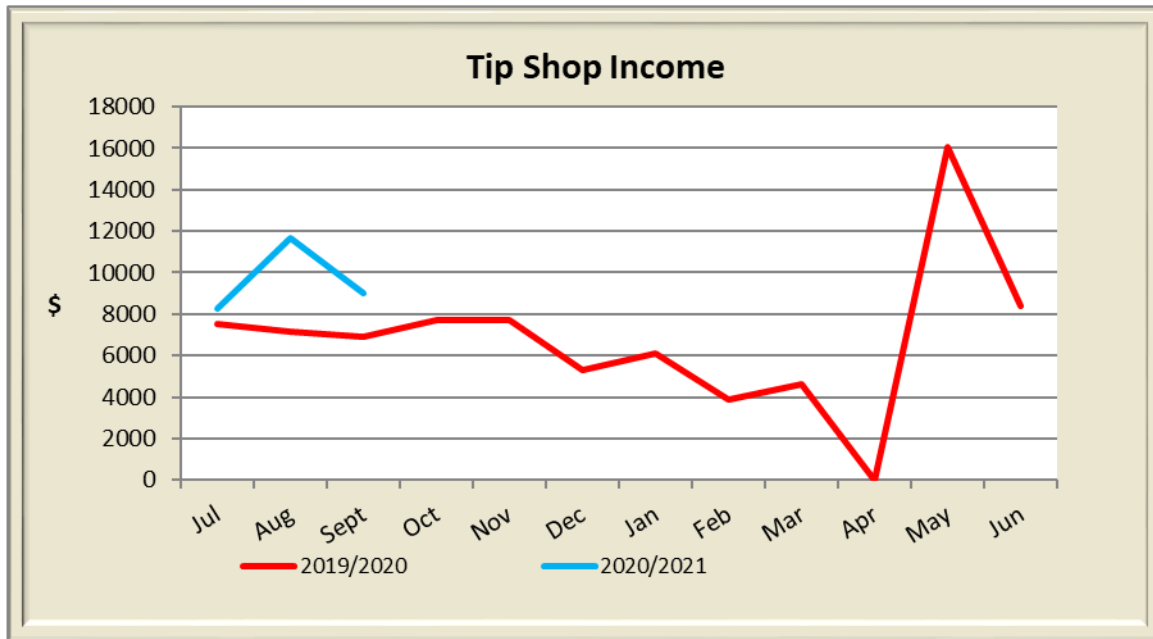
The upward trend from July can be contributed to over 1300 tonnes of construction and demolition waste being delivered to this facility as a result of the Airport Landside Works.

Over 4,800 tonnes of contaminated waste has also been delivered for the July to September period.



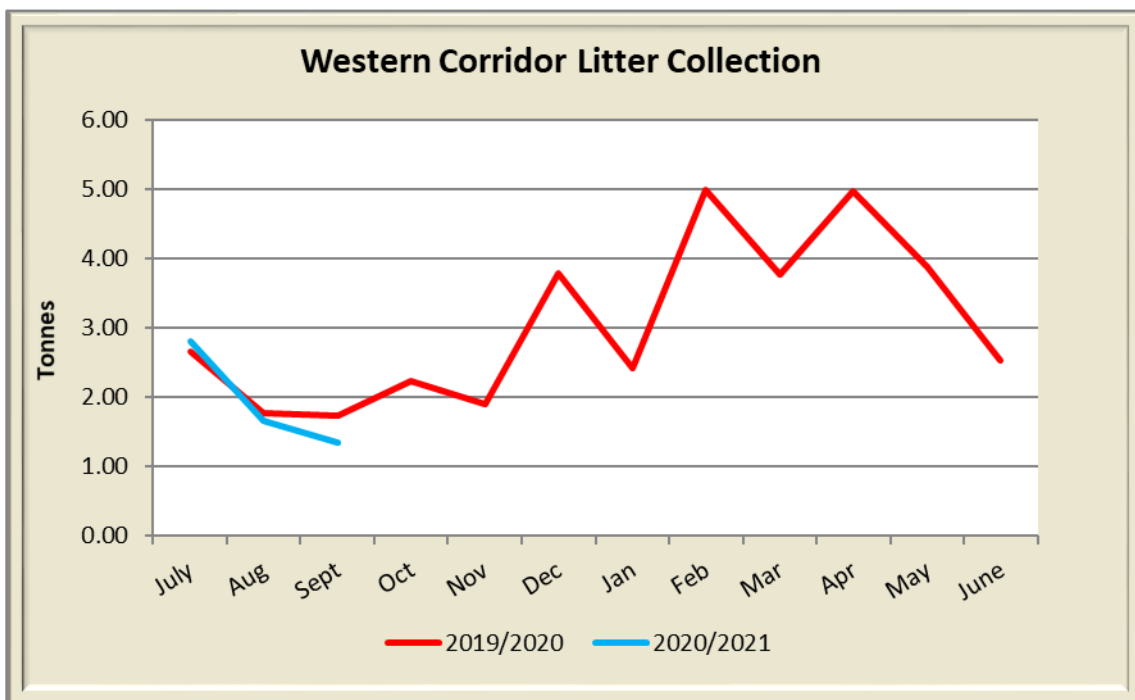
7 Mile Waste Facility and Wickham Transfer Station waste diverted from Landfill. Includes recycling of metal, paper, plastics, green waste, and re-usable items recovered for the 7 Mile Tip Shop.

Spike in recycling will be due to the removal of scrap metal from the Facility.

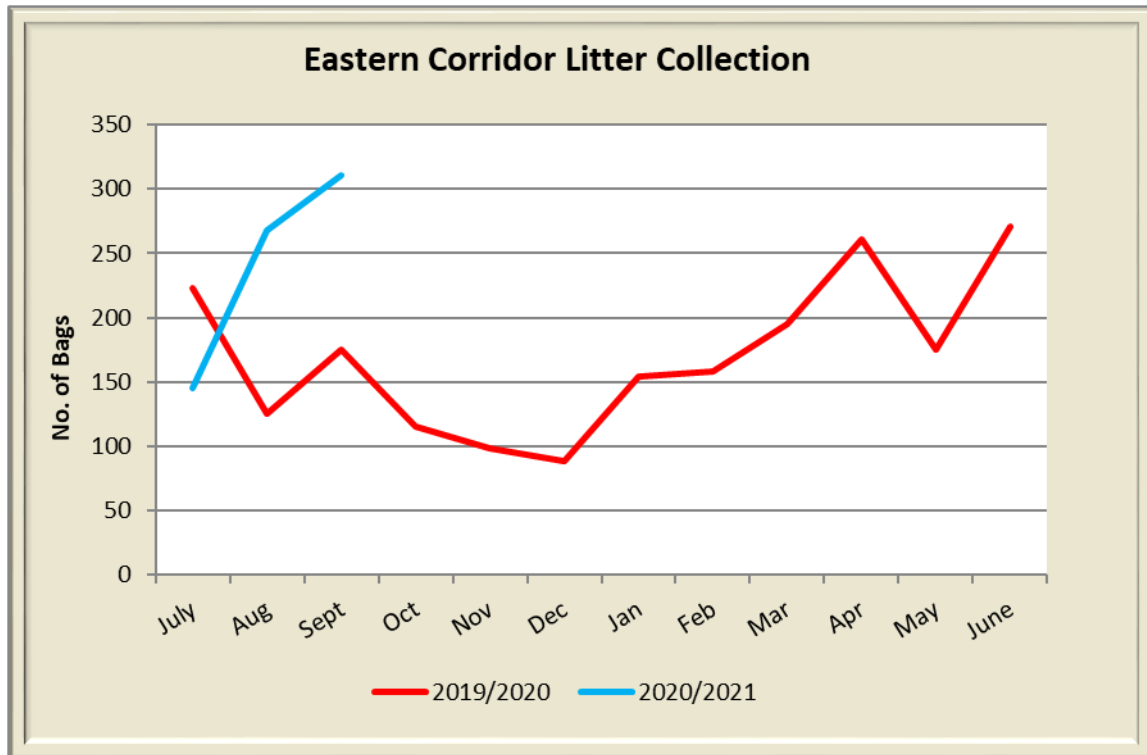


7 Mile Tip Shop Income.

There has been no loss of income after reducing the Tip Shop hours to Saturday and Sunday in May.



Street litter collected in Karratha and Dampier and delivered to the 7 Mile Waste Facility under contract with DameI.



Number of litter bags collected in Roebourne, Point Samson and Wickham delivered to the Wickham Transfer Station by Brida.

There has been an increase in the volume of residential litter in the Roebourne town site and the crew are also servicing the Information Bay on the North West Highway at Roebourne.

The City received the following number of customer requests relating to street and footpath litter for Karratha, Dampier, Roebourne, Wickham and Point Samson:

Period	No. of requests
July – September 2019	9
October – December 2019	10
January – March 2020	18
April – June 2020	13
July – September 2020	11

**14.7 AIRPORT SERVICES DATA**

**Responsible Executive Officer:** Director Strategic Projects & Infrastructure

**Reporting Author:** Manager Airport Services

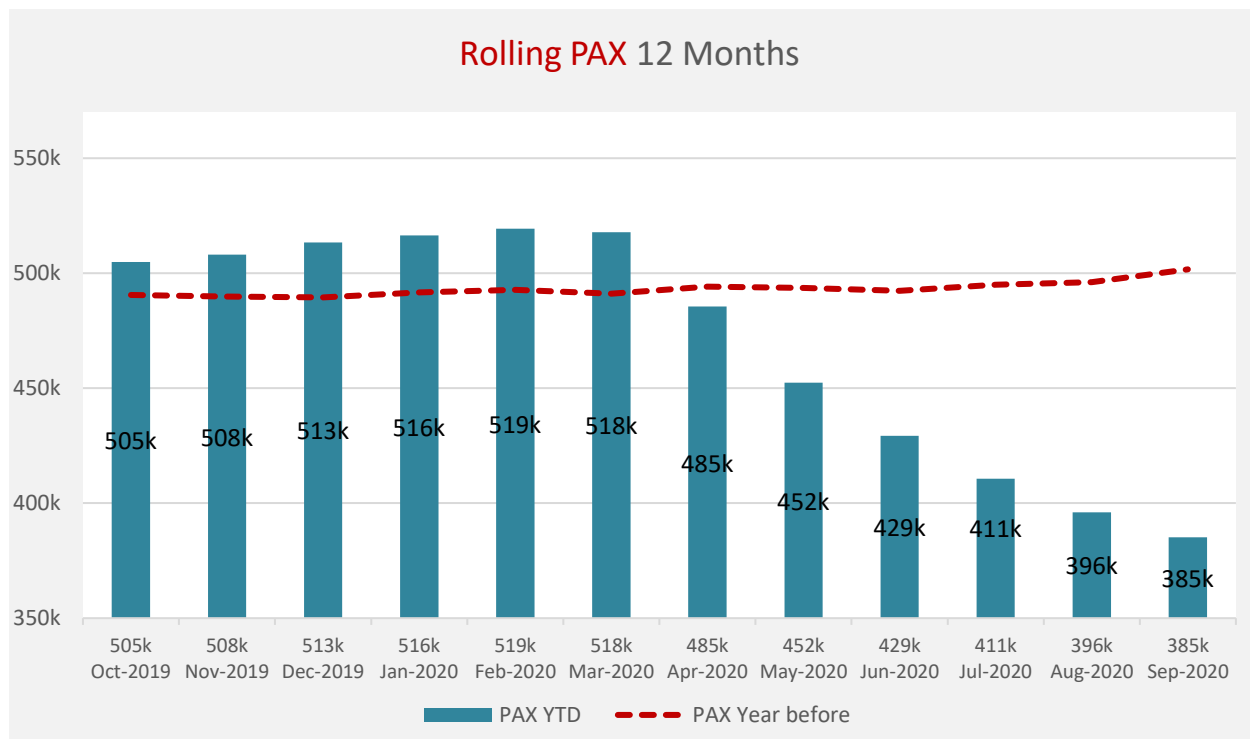
**Date of Report:** 4 November 2020

**Disclosure of Interest:** Nil

**Attachment(s):** Nil

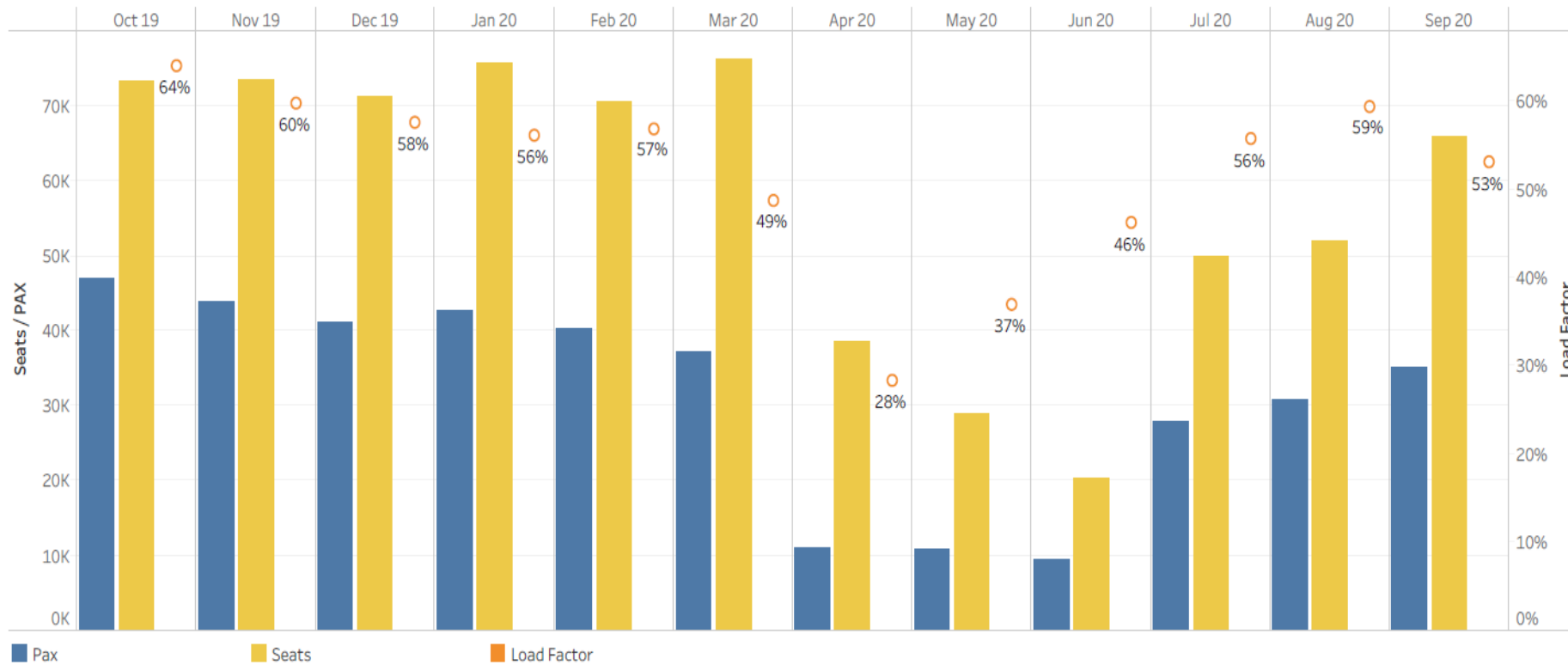
**PURPOSE**

To provide Council with comparative Airport Services data in respect to aircraft movements, passenger movements and car parking volumes.

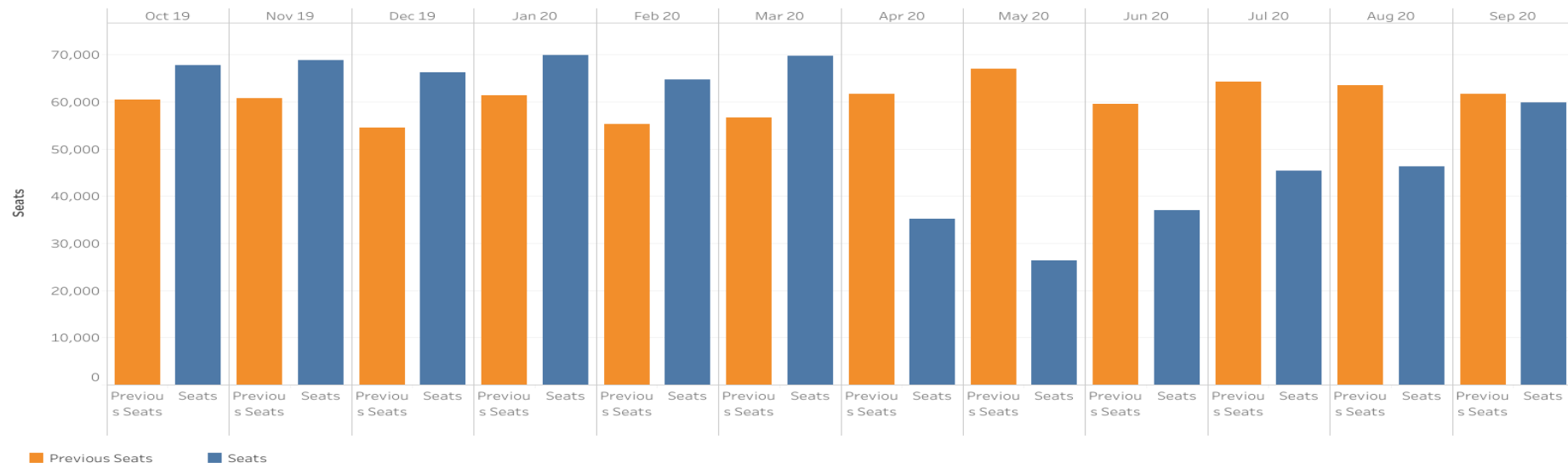
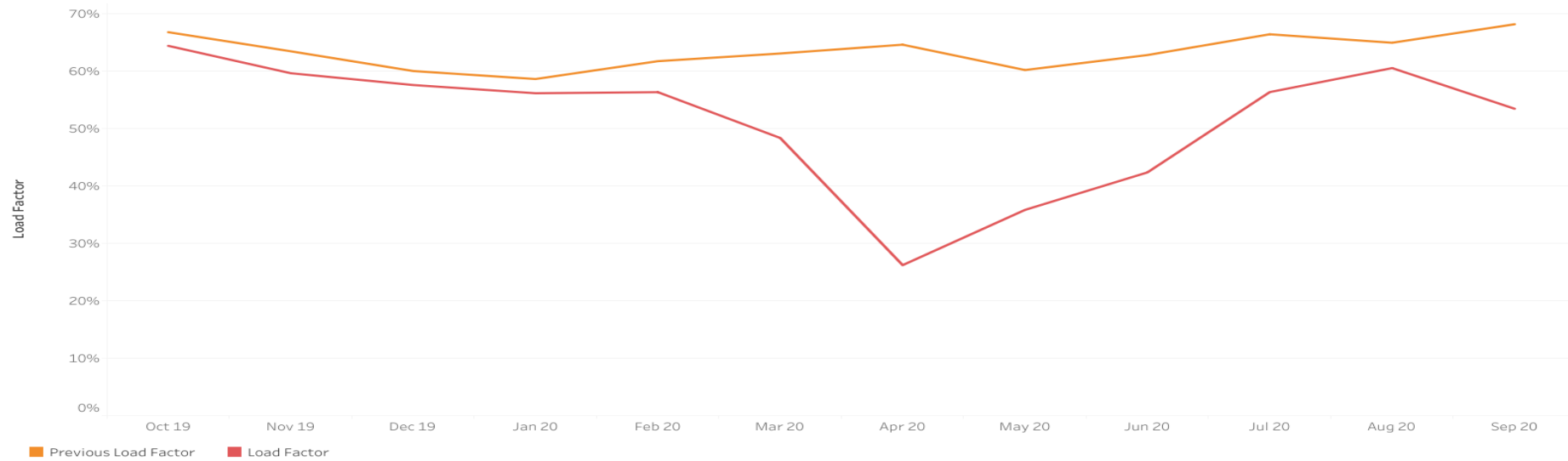


This graph provides monthly total passenger (PAX) numbers over the last twelve months compared with that of the previous year. This includes Regular Public Transport (RPT), Charter, Rotary and General Aviation (GA).

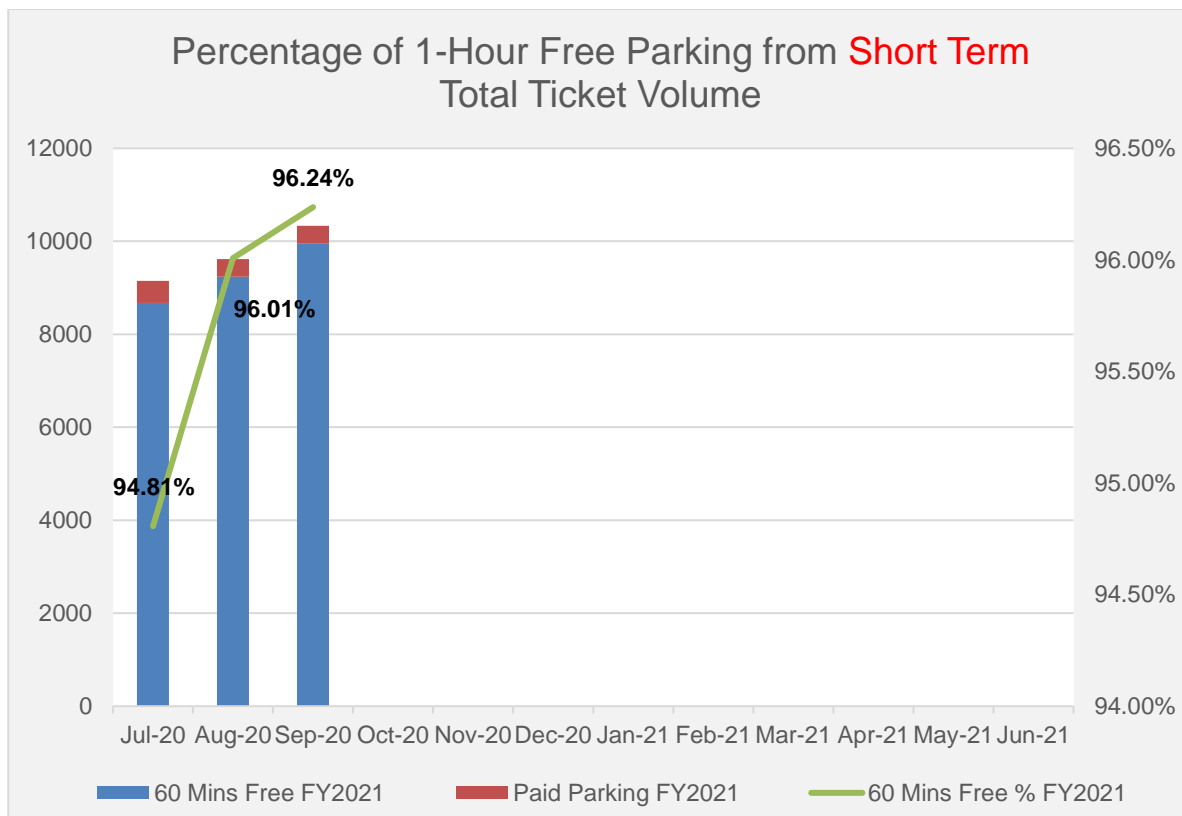




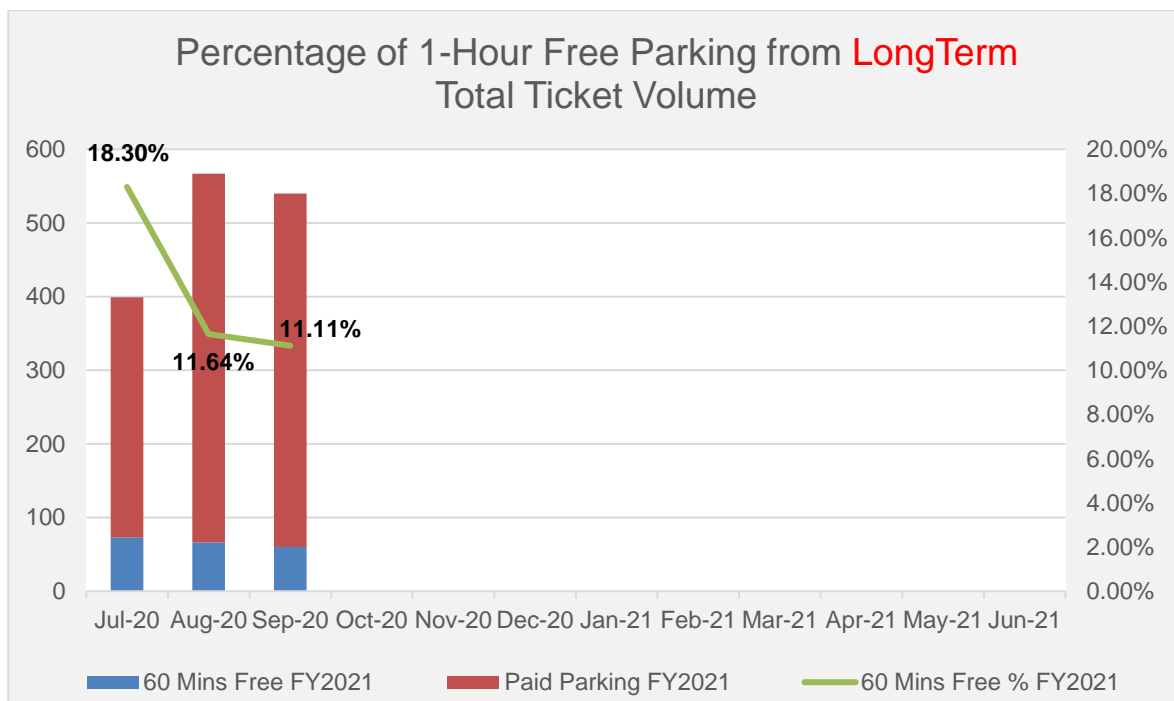
The above graph reflect Airport Traffic Data on a monthly basis for the last 12 months. The graph provides data up until September 2020 for all Passengers, Seats and Load Factors.



The graph above compares Year on Year data for load factors and seat capacity. The graph provides data up until September 2020 for all traffic at the airport.



This graph provides total volume of car park **short term** tickets issued for each month over the last financial year and of the total number of those relating to free and paid parking. The chart also shows free parking tickets issued as a percentage.



This graph provides total volume of car park **long term** tickets issued for each month over the last financial year and of the total number of those relating to free and paid parking. The chart also shows free parking tickets issued as a percentage.



**15 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**16 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

**17 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**

Nil



## **18 MATTERS BEHIND CLOSED DOORS**

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### **OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 154711  
MOVED : Cr Smeathers  
SECONDED : Cr Bertling

In accordance with Section 5.23 (2) (e) (iii) of the *Local Government Act 1995*, that Council move in camera to discuss item:

**CONFIDENTIAL ITEM 18.1 DAMPIER COMMUNITY HUB SETTLEMENT**

**CONFIDENTIAL ITEM 18.2 WA BILLBOARDS**

**CONFIDENTIAL ITEM 18.3 RECOVERY OF GST OVERCHARGING BY SUPERCIVIL PTY LTD**

Also included is the following:

**ATTACHMENTS TO ITEM 10.3 AUDIT AND ORGANISATIONAL RISK COMMITTEE – OCTOBER 2020 MEETING**

**ATTACHMENT TO ITEM 13.1 TENDER - MINOR WORKS – RETICULATION SERVICES**

**ATTACHMENTS TO ITEM 13.2 KARRATHA LEISUREPLEX IMPROVEMENT STUDY MASTER PLAN**

These matters if disclosed would reveal information about the business, professional, commercial or financial affairs of a person.

**CARRIED**

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Evans, Cr Miller, Cr Scott, Cr Smeathers,  
Cr Waterstrom Muller  
AGAINST : Nil

Council moved in camera at 5.59 pm.





**18.1 CONFIDENTIAL ITEM - DAMPIER COMMUNITY HUB SETTLEMENT**

**File No:** CP.329  
**Responsible Executive Officer:** Director Strategic Projects & Infrastructure  
**Reporting Author:** DAO Strategic Projects & Infrastructure  
**Date of Report:** 3 November 2020  
**Applicant/Proponent:** Pindan Contracting Pty Ltd  
**Disclosure of Interest:** Nil

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**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 154712  
**MOVED** : Cr Scott  
**SECONDED** : Cr Waterstrom Muller

**That Council by ABSOLUTE Majority pursuant to Section 6.12(1)(c) of the *Local Government Act 1995* and Regulation 11(2)(f) of the *Local Government Functions and General Regulations 1996* RESOLVES to APPROVE Option 1 as detailed in this report.**

**CARRIED**

---

**FOR** : Cr Long, Cr Bailey, Cr Bertling, Cr Evans, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller  
**AGAINST** : Nil



Cr Smeathers declared an impartiality interest in confidential item 18.2 WA Billboards as Cr Smeathers is a close friend with a person who undertakes works for this contract. Cr Smeathers did not leave the room as the disclosure did not restrict her ability to vote on this matter.

## **18.2 CONFIDENTIAL ITEM – WA BILLBOARDS**

**File No:** CM.193  
**Responsible Executive Officer:** Director Strategic Projects & Infrastructure  
**Reporting Author:** Manager Airport Services  
**Date of Report:** 6 November 2020  
**Applicant/Proponent:** WA Billboards  
**Disclosure of Interest:** Nil

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### **OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 154713  
**MOVED** : Cr Scott  
**SECONDED** : Cr Evans

That Council by **SIMPLE** Majority pursuant to Regulation 11A of the *Local Government Act (Functions and General) Regulations 1996* **RESOLVES** to **ENDORSE** a new two year agreement for the provision of FIDS services with WA Billboards noting a retrospective commencement date of 1 May 2020, expiring on 30 April 2022.

**CARRIED**

---

**FOR** : Cr Long, Cr Bailey, Cr Bertling, Cr Evans, Cr Miller, Cr Scott, Cr Smeathers,  
Cr Waterstrom Muller  
**AGAINST** : Nil



**18.3 CONFIDENTIAL ITEM - RECOVERY OF GST OVERCHARGING BY SUPERCIVIL PTY LTD**

**File No:** CM.178  
**Responsible Executive Officer:** Director Corporate Services  
**Reporting Author:** Director Corporate Services  
**Date of Report:** 11 November 2020  
**Applicant/Proponent:** Nil  
**Disclosure of Interest:** Nil

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**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 154714  
**MOVED** : Cr Bertling  
**SECONDED** : Cr Smeathers

**That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* to APPROVE Option 1 as detailed in this report.**

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Bertling, Cr Evans, Cr Miller, Cr Scott, Cr Smeathers,  
 Cr Waterstrom Muller  
**AGAINST** : Nil

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**COUNCIL RESOLUTION**

**Res No** : 154715  
**MOVED** : Cr Bertling  
**SECONDED** : Cr Smeathers

**That Council move out of camera.**

**CARRIED**

---

**FOR** : Cr Long, Cr Bailey, Cr Bertling, Cr Evans, Cr Miller, Cr Scott, Cr Smeathers,  
 Cr Waterstrom Muller  
**AGAINST** : Nil

Council moved out of camera at 6.10 pm.



## **19 CLOSURE & DATE OF NEXT MEETING**

The meeting closed at 6.10 pm.

The next meeting is to be held on Monday, 14 December 2020 at 5.30 pm at Council Chambers - Welcome Road, Karratha.

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I, Cr Peter Long, Mayor of the City of Karratha, hereby declare on behalf of the Councillors of the City of Karratha that the enclosed Minutes are a true and accurate record of the Ordinary Council Meeting held on Monday, 16 November 2020.

..... Date \_\_\_\_/\_\_\_\_/\_\_\_\_