



ORDINARY COUNCIL MEETING

MINUTES

**The Ordinary Meeting of Council was held
in the Council Chambers, Welcome Road, Karratha,
on Monday, 22 March 2021**

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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WRITTEN CONFIRMATION

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

Signed: 
Chris Adams - Chief Executive Officer

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

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

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

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

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

NOTES ON FINANCIAL INTEREST (FOR YOUR GUIDANCE)

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

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

INTERESTS AFFECTING IMPARTIALITY

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

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

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

IMPACT OF AN IMPARTIALITY CLOSURE

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

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

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MINUTES

1 OFFICIAL OPENING

The Ordinary Meeting of Council held in the Council Chambers Welcome Road, Karratha on Monday, 22 March 2021 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

Q. Raised by public attendee Mick Lind in relation to agenda item 13.4 Request for Tender - Lot 651 Hancock Way, Bulgarra – Subdivision:

1. If goes ahead can proposed fence panel be built on Hancock Way side?
 - A. The CEO advised that it is proposed that no houses will have direct access onto Bayview Road. Bayview Road is a District Distributor Road. The intent is for vehicle access to be via Hancock Way.
2. Please confirm what the term of “high standard of development is expected”?
 - A. The CEO advised that the term “high standard of development” is subjective, however the development is proposed to be a location of choice for high quality dwellings to be built. The City will be the developer and seller; and potentially an owner therefore has an interest for this to be a quality development.
3. What is best way to stop Lot 651 development?
 - A. The CEO advised that Council can decide not to call for tenders, or not to award the tender.

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

Councillors:

- Cr Peter Long [Mayor]
- Cr Kelly Nunn [Deputy Mayor]
- Cr Jamie Armstrong
- Cr Garry Bailey
- Cr Margaret Bertling
- Cr Geoff Harris
- Cr Pablo Miller
- Cr Daniel Scott
- Cr Evette Smeathers
- Cr Joanne Waterstrom Muller

Staff:

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

Apologies: Nil

Absent: Nil

Leave of Absence: Nil

Members of Public: B Broun
M Lind
P Mott
P Newbold
R Smith
E Stewart
R Wells

Members of Media: Alex Scott, Pilbara News
Caitlyn Watts, Pilbara News

4 REQUESTS FOR LEAVE OF ABSENCE

Nil

5 DECLARATIONS OF INTEREST

Cr Nunn declared an interest in the following item:

- Indirect financial and financial interest in item 11.2 Award of Large Community Grants as Cr Nunn is employed by Volunteering WA (VWA). Scouts WA is a financial Member of VWA. Cr Nunn is the President of Wickham Tidy Towns and Robe River Kuruma Aboriginal Corporation, Nor West Jockey Club and the Western Australian Council of Social Service are non-financial Members of VWA.

Cr Armstrong declared an interest in the following item:

- Impartiality interest in item 11.1 Roebourne & Districts Pistol & Rifle Association Inc Lease Amendment as Cr Armstrong is a member of the Sporting Shooters Association with reciprocal rights to the Roebourne Pistol and Rifle Association.

Cr Bertling declared an interest in the following items:

- Financial interest in item 11.2 Award of Large Community Grants as Cr Bertling provided a quote for event photography to grant proponent, Nickol Bay Sport Fishing Club.
- Financial interest in 12.3 Business Development Support Grant Scheme Application Karratha Districts Chamber of Commerce and Industry (KDCCI) as Cr Bertling has ongoing contract work with the KDCCI in 2021 for photography and videography.
- Financial interest in 13.5 Dampier Boat Ramp Jetties as Cr Bertling has a commercial agreement for photography with Bez Engineering.

Cr Waterstrom Muller declared an interest in the following items:

- Financial interest in item 11.2 Award of Large Community Grants as Cr Waterstrom Muller is employed by grant proponent, Ngarliyarndu Bindirri Aboriginal Corporation.
- Financial interest in item 13.3 Eastern Corridor Facilities - Cleaning Services Contract as Cr Waterstrom Muller is employed by the Ngarliyarndu Bindirri Aboriginal Corporation which manages Brida Pty Ltd.

Cr Smeathers declared an interest in the following item:

- Impartiality interest in 12.2 COVID-19 Tourism Impact 2021 as Cr Smeathers has a friend that would be able to access the fund.

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

Mr Bodie Broun on behalf of the Karratha Country Club made a deputation in relation to item 10.6 March 2021 Budget Review to seek Council support to continue the 'Green the Greens' project. Mr Broun said that the upgrade of the remaining fairway from sand greens to grass greens will improve the amenity of the Karratha Golf Course and support junior golf development.

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

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154758
MOVED : Cr Smeathers
SECONDED : Cr Harris

That the Minutes of the Ordinary Meeting of Council held on Monday, 22 February 2021, be confirmed as a true and correct record of proceedings.

CARRIED

FOR : Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Bertling, Cr Harris, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST : Nil

8 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

01/02/2021	- Meeting with resident
02/02/2021	- Meeting with REFAP
04/02/2021	- Rangelands Board Meeting
09/02/2021	- Safer Communities Partnership Meeting
10/02/2021	- Wickham Key Stakeholders Meeting
10/02/2021	- KDCCI Business After Hours hosted by Woodside
11/02/2021	- CRCNA Meeting
15/02/2021	- Council Briefing Session
16/02/2021	- Meeting with Rio Tinto
16/02/2021	- Meeting with Baessler Construction
16/02/2021	- National Party Pilbara Campaign Launch
17/02/2021	- CRCNA Board Meeting
18/02/2021	- CRCNA Finance & Audit Committee Meeting
18/02/2021	- Regional Capitals Alliance WA Meeting
19/02/2021	- Regional Capitals Alliance WA Meeting
22/02/2021	- Pilbara Regional Council Meeting
22/02/2021	- Pilbara Country Zone meeting
22/02/2021	- Ordinary Council Meeting
24/02/2021	- Pilbara University Centre Board Meeting
26/02/2021	- Labor Pilbara Campaign Launch

9 EXECUTIVE SERVICES

Nil

10 CORPORATE SERVICES

10.1 FINANCIAL STATEMENT FOR PERIOD ENDED 31 JANUARY 2021

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Acting Corporate Accountant
Date of Report:	3 March 2021
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

To provide a summary of Council's financial position for the period ending 31 January 2021.

BACKGROUND

The following table is a summary of the Financial Activity Statement Report compared to the Budget as at 31 January 2021:

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	114,529,907	86,460,068	81,652,097	(4,807,971)	-5.6%	↓
Operating Expense	(100,281,437)	(103,019,356)	(57,367,023)	(53,414,055)	3,952,968	-6.9%	↑
Non Operating Revenue	23,666,113	21,956,448	3,751,880	2,645,521	(1,106,359)	-29.5%	↓
Non Operating Expense	(55,254,677)	(56,751,196)	(27,755,286)	(17,495,165)	10,260,121	-37.0%	↑
Non Cash Items Included	18,865,845	20,810,153	12,186,712	9,583,595	(2,603,117)	-21.4%	
Restricted Surplus BFWD 19/20	452,483	453,046	452,483	452,483	0	0.00%	
Unrestricted Surplus BFWD 19/20	5,048,682	2,405,441	5,048,682	5,048,682	0	0.00%	
Restricted Surplus CFWD	298,823	298,823	298,823	298,823	0	0.00%	
Surplus/(Deficit) 20/21	133,683	85,620	22,478,693	28,174,335	5,695,642		

This table shows a surplus position of \$28.2m, a positive variance of \$5.7m compared to the budgeted surplus position of \$22.5m, which reflects timing of transactions associated with grant funding, contributions, Reserve transfers, cyclone claims, loans, COVID-19 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		
2,577,004	▲	Contribution from Pilbara Iron towards operational management of Wickham Recreation Precinct - Received earlier than anticipated
500,000	▲	TC Damien LGIS Claim - Fourth Interim Payment - Received earlier than anticipated
329,522	▲	Contaminated waste disposal fees - Volume of waste received exceeded forecast - Addressed at March budget review
3,406,526	▲	Positive Variance
6,000,000	▼	Contribution from Pilbara Iron - Funding to be received once Dampier Land Transfer is completed.
1,232,940	▼	DRFAWA TC Damien Claim – Currently being reviewed by external parties
853,832	▼	Kevin Richards Memorial Oval - Transfer of Public Open Space Contribution funds from Trust not yet required
405,583	▼	2019/20 Oval joint use agreement with Dept of Education - Timing difference of budget vs actuals
124,200	▼	Grant funding from Rio Tinto for Community Safety - Delay in payment
123,068	▼	REAP Program Income - Slow recovery post COVID-19 due to reduced capacity, movie and live show availability
100,395	▼	Roads to Recovery - Grant funding - Reduction in income due to forward expenditure last FY - Set program budget
8,840,018	▼	Negative Variance
(5,433,492)	▼	Net Negative Variance
Non Operating Revenue		
389,338	▲	Timing of Reserve transfer for Roebourne Gaol Precinct expenditure aligned with actual expenditure. Transfer to be adjusted in line with actuals at March budget review.
389,338	▲	Positive Variance
522,392	▼	Timing of Reserve transfer for Andover Park Redevelopment, KRMO and Walgu Park expenditure. Transfer to be adjusted in line with actuals at March budget review
351,439	▼	Timing of Reserve transfer for expenditures of Cinders Road, Pt Samson Fishing Jetty and Murujuga National Park which are not yet spent. Transfer to be adjusted in line with actuals at March budget review.
328,339	▼	Timing of Reserve transfer for Dampier Palms Redevelopment and Johns Creek Boat Ramp expenditure. To be actioned in February.
188,185	▼	Timing of Reserve transfer for water tank artwork expenditure which is not yet spent. Transfer to be adjusted in line with actuals at March budget review.
1,390,355	▼	Negative Variance
(1,001,016)	▼	Net Negative Variance
Operating Expenditure		
1,940,088	▲	Depreciation - Awaiting finalisation of 2019/20 audit
1,017,099	▲	7 Mile Refuse Site maintenance - Predominantly overhead allocation
541,378	▲	Street Sweeping, General Waste and Recycling Collection - Timing difference between works completed and invoices processed
423,586	▲	Wickham Pool Refurbishment and Lights - Project Milestones and contractor cashflow have altered since budget. Cash flow to be updated and addressed at March budget review
3,922,151	▲	Positive Variance
173,298	▼	Arts Development - Actual expenditure ahead of forecasted cashflow due to deposits paid on events
173,298	▼	Negative Variance
3,748,853	▲	Net Positive Variance
Non Operating Expenditure		
6,000,000	▲	Transfer represents contribution for Dampier Land Transfer which has not been completed yet. Transfer to be adjusted at March budget review
764,184	▲	Millars Well KRMO Oval, Hampton Oval, Andover Park Redevelopment - Project delivery and milestones have altered since budgeted. Timeline and cashflow addressed at March budget review.
719,288	▲	TC Damien Capital Infrastructure - Remediation works pushed back due to cyclone season - Timeline to be reviewed and cashflow updated at March budget review.
625,405	▲	IT Software & hardware initiatives - ERP system is not yet initiated.
351,772	▲	Purchase Plant assets - Items ordered & awaiting delivery.
249,416	▲	Pt Samson Foreshore Dev. - Stage 3 Viewing Platform/Jetty - Project commencement delayed due to contract negotiations . Timeline to be revisited and cashflow adjusted at budget review.
181,000	▲	Bulgarra & Millars Well Oval Scoreboards - Delay in procurement and installation. Will be addressed in March budget review.
149,274	▲	IT Hardware refresh - Preparation for PC fleet, copier and mobile device refresh procurement has commenced for RFQ advertisement in March 2021.
9,040,340	▲	Positive Variance

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 31 January 2021	Target Ratio	Original Annual Budget Ratio	YTD Actual Ratio
Current Ratio Current Assets less Restricted Assets ÷ Current Liabilities less liabilities associated with Restricted assets	1 or above	N/A	6.9
Asset Sustainability Ratio Capital Renewal and Replacement Expenditure ÷ Depreciation	> 0.90	1.13	0.88
Operating Surplus Ratio Operating Surplus (excl. capital grants & contributions) ÷ Own Source Revenue	0 – 15%	1.3%	37.9%
Own Source Revenue Ratio Own Source Operating Revenue ÷ Operating Expenses	0.40 or above	0.82	1.28
Debt Service Cover Ratio Operating surplus before interest expense and depreciation ÷ Principal and interest Expense	> 2	54.3	160.9

Statement of Financial Position

	2021 January	2020 December	% change
Current			
Assets	98,892,077	102,614,484	-3.63%
Liabilities	10,058,538	10,996,585	-8.53%
Non Current			
Assets	711,272,117	711,276,067	0.00%
Liabilities	15,766,382	15,766,382	0.00%
Net Assets	784,339,274	787,127,584	

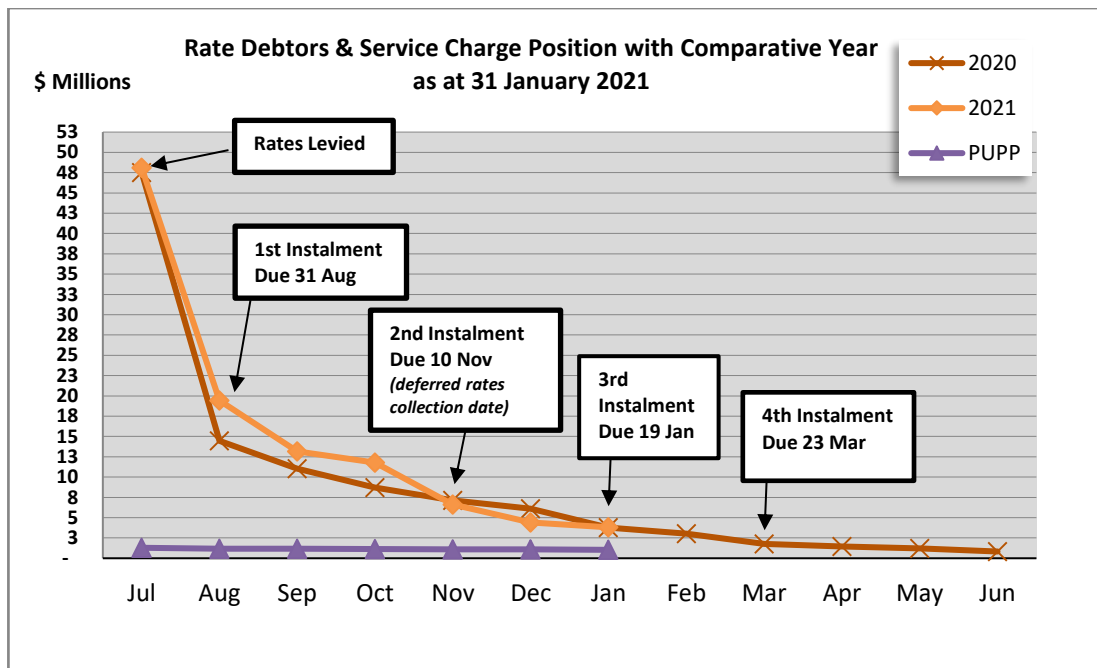
Current Assets decreased by 3.63% from December to January, which was attributable to the collection of rates and other receivables. Current Liabilities decreased by 8.53% due to payment of trade and other payables. There has been no change to Non-Current Assets and Liabilities.

Debtors Schedule

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

Debtors Schedule				
	2021	2020	Change	% of Current Total
	January	December	%	
Sundry Debtors				
Current	2,755,831	3,161,443	-13%	48.2%
> 40 Days	273,387	237,557	15%	4.8%
> 60 Days	380,581	83,877	354%	6.7%
> 90 Days	2,311,750	2,267,988	2%	40.4%
Total	5,721,550	5,750,865	-1%	100%
Rates Debtors				
Total	3,811,531	4,405,552	-13%	100%
PUPP Debtors				
Total	1,038,930	1,087,649	-4%	100%

A total of \$45.3m of Rates (including ESL and waste charges) have been paid to end of January, representing a collection rate of 92.2% to date.

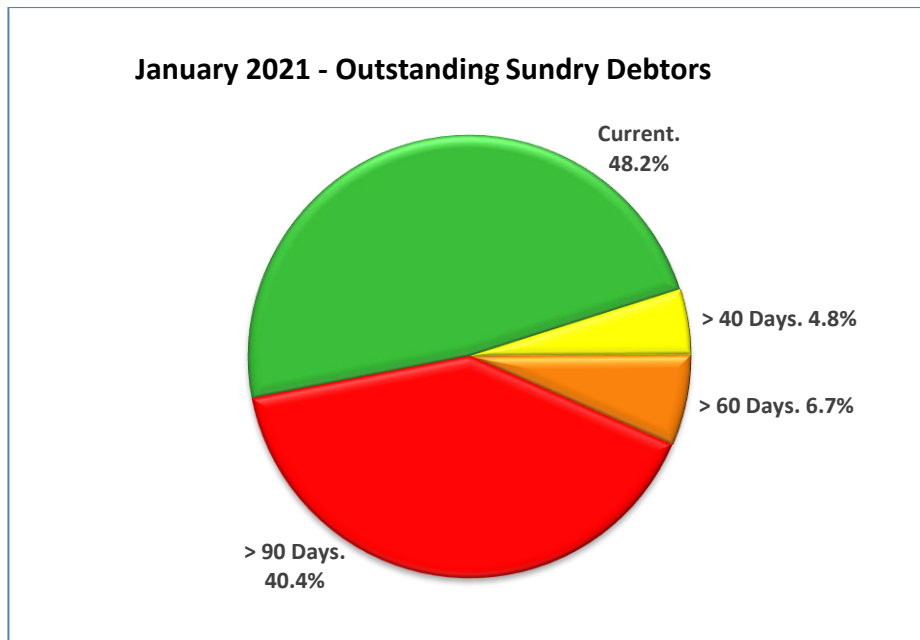


There was a decrease of 4% from December in the PUPP Debtors balance. PUPP payments have now been received on 99.82% of properties, and of those paid 98.11% have paid in full with 1.89% paying by instalments.

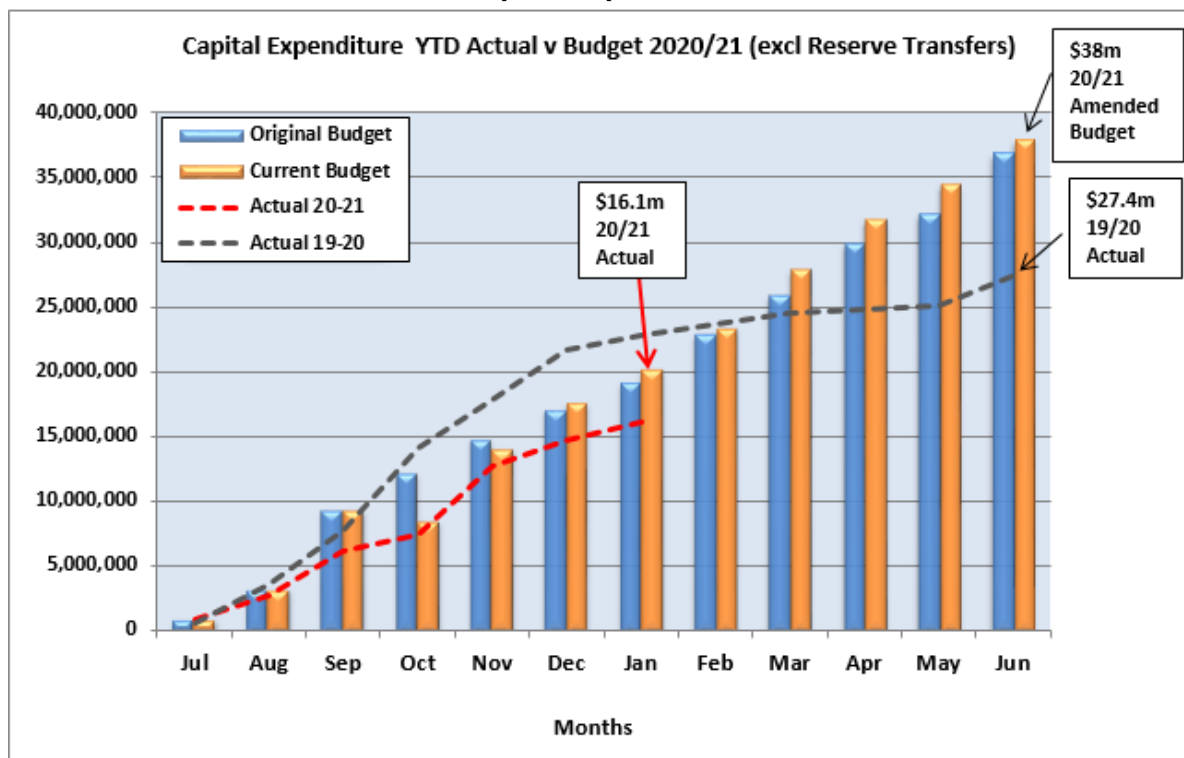
Collection of outstanding debts greater than 40 days is continuing in line with Council policy. The following table highlights outstanding balances for each ageing period for Trade Debtor balances in excess of \$5,000.

Code	Name	40 Days	60 Days	Over 90 Days	Comment
B366	Babcock Offshore Services Australasia	14,056.32	0.00	0.00	Relates to November 2020 landing fees. Reminder notice sent 17/02/21
E001	Department Of Education	7,590.00	0.00	7,080.00	Relates to court hire fees at KLP for Sept, Oct, Nov & Dec 2020. Reminder notice sent 10/02/21
F138	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 as contact with the defendant has been unable to be made.
E092	Europcar (CLA Trading Pty Ltd)	0.00	6,393.36	0.00	Relates to monthly rent at Karratha Airport for Jan & Feb 2021. Reminder notice sent 24/02/21.
F174	Flex Cafe	0.00	2,511.53	5,990.01	Relates to monthly rent at KLP Café for Sept – Jan, utility fees for Sept, and 2021 Health fees. Payment plan proposed 18/12/20 with no agreement reached to date. Reminder notice sent 02/02/21.
J101	Karratha Skip Bin Hire Pty Ltd	1,121.76	3,576.86	8,467.25	Waste disposal fees for Sept - Dec 2020. Account is currently on cash only. Reminder notice sent 24/02/21. Payment plan in place.
K078	Karratha Sporting & Recreation Club Inc	2,758.66	9,129.80	19,211.98	Electricity Invoices for October 2019, March, April, May, August, September & Oct 2020 and 2021 Health fees. Reminder notice sent 11/02/21.
N204	Newslink Pty Ltd (LS Travel Retail)	2,700.47	0.00	40,590.69	Following OCM Oct 2020 decision, the remaining outstanding amount relates to balance of outgoings from previous years. Agreement reached to make weekly payments of \$2,500 which are up to date.
O092	Otan Karratha Pty Ltd	0.00	0.00	255,142.00	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. Second payment \$81,301 received 30/12/2020. Next instalment due 31/03/2021.
A006	Qantas Link	7,610.13	0.01	2,778.06	Interest charges and short payment of November 2020 landing fees. Qantas disputing landing charges. Reminder notice sent 24/02/21.
S509	Supercivil Pty Ltd	0.00	3,658.81	610,244.47	Relates to overcharge RFT 41 - 13/14 - Supplying and Laying of Asphalt. Arbitration commenced. Further hearing scheduled for March 2021.
T264	Telstra Corporation Ltd	0.00	40.47	5,633.53	Invoices for communications room lease at KTA Airport and annual power charges relating to the lease. Telstra disputing charges. Discussions commenced to determine validity of charges.
V026	Virgin Australia Airlines Pty Ltd	0.00	0.00	559,728.15	Voluntary Administration as of 20/04/2020. Administration expected to be finalised Q1 2021.

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 2020/21 current Capital Expenditure amended budget is \$38m 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 20.6% below budget for the year to date.

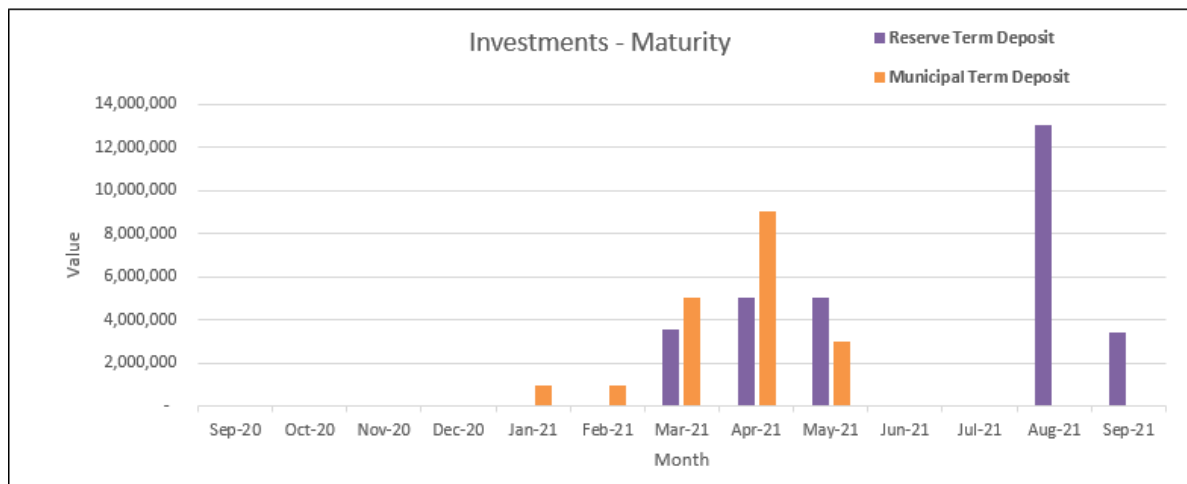
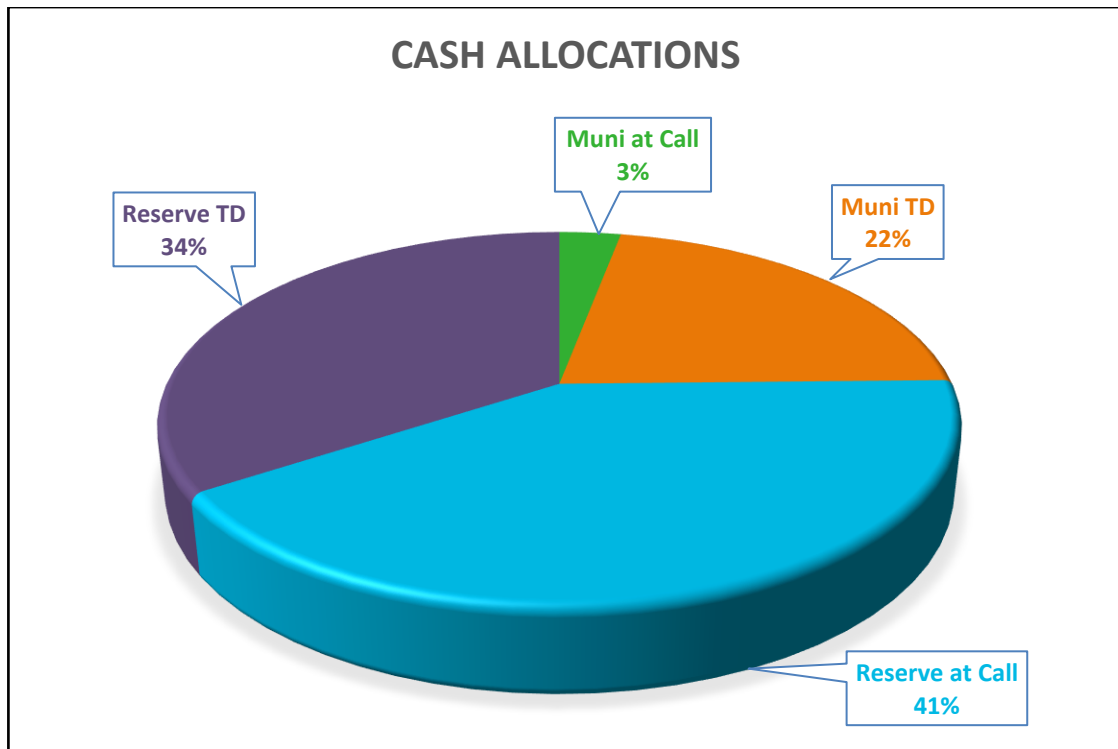
CAPITAL EXPENDITURE						
Asset Class	YTD			ANNUAL		
	YTD Budget	YTD Actual	Variance %	Annual Original Budget	Annual Amend Budget	% of Annual Budget
	31-Jan-21			30-Jun-21		
Land	20,000	302,451	1412.26%	3,150,000	1,850,000	-84%
Artwork	85,000	59,367	-30.16%	663,349	702,858	8%
Buildings	881,780	757,026	-14.15%	2,277,630	3,845,780	20%
Equipment	644,291	568,590	-11.75%	2,658,045	2,603,291	22%
Furn & Equip	1,470,000	594,264	-59.57%	2,899,491	2,704,500	22%
Plant	3,314,559	2,754,753	-16.89%	4,374,159	4,872,559	57%
Infrastructure	13,868,986	11,066,065	-20.21%	20,926,361	21,421,770	52%
Totals	20,284,616	16,102,516	-20.6%	36,949,035	38,000,758	42%

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

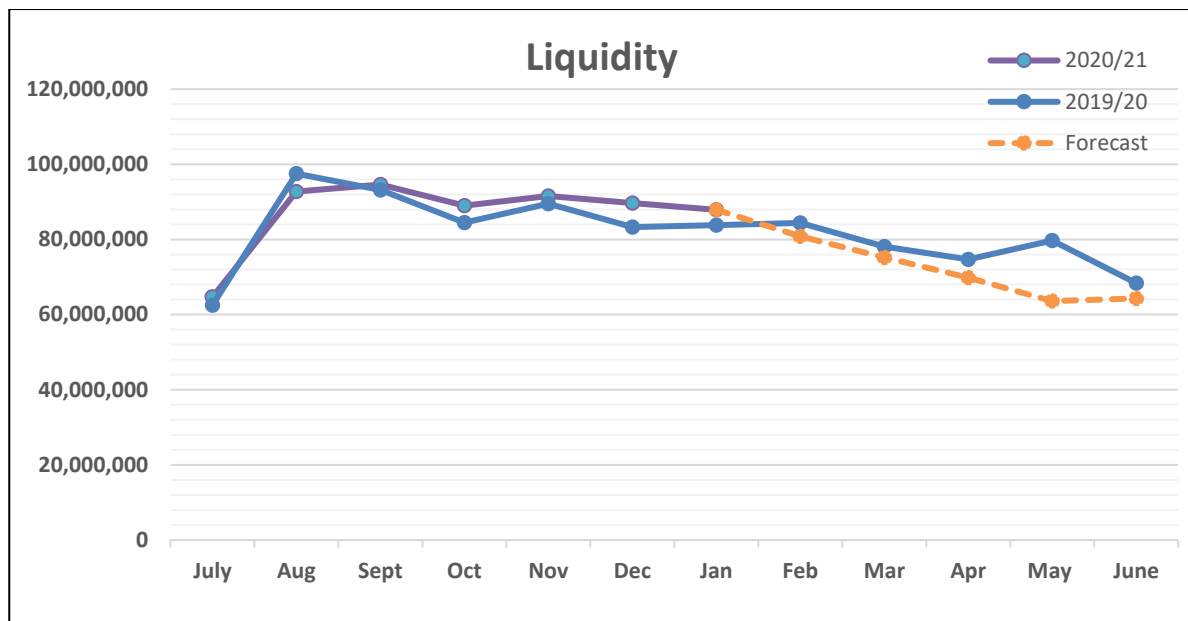
Cash and Financial Investments

The following table indicates the financial institutions where the City has investments as of 31 January 2021.

Institution	Accounts	Principal Investment \$	Balance 31 January 2021 \$	Interest %	Investment Term	Maturity
RESERVE FUNDS						
WBC	Business Premium Cash Reserve		36,138,974	0.85	At Call	
CUA	Reserve Term Deposit	3,500,000	3,554,888	1.80	12 months	Mar-21
WBC	Reserve Term Deposit	5,000,000	5,022,855	0.97	8 months	Apr-21
WBC	Reserve Term Deposit	5,000,000	5,022,855	0.97	9 months	May-21
ME	Reserve Term Deposit	3,000,000	3,015,690	1.15	12 months	Aug-21
ME	Reserve Term Deposit	2,000,000	2,010,397	1.15	12 months	Aug-21
ME	Reserve Term Deposit	1,000,000	1,004,852	1.15	12 months	Aug-21
ME	Reserve Term Deposit	3,000,000	3,014,556	1.15	12 months	Aug-21
ME	Reserve Term Deposit	3,400,000	3,416,068	1.15	12 months	Sep-21
BWEST	Reserve Term Deposit	4,000,000	4,015,090	0.90	12 months	Aug-21
MUNICIPAL FUNDS						
ANZ	Municipal Term Deposit	4,000,000	4,014,625	0.85	8 months	Apr-21
BWEST	Municipal Term Deposit	2,000,000	2,007,033	0.85	6 months	Mar-21
BWEST	Municipal Term Deposit	3,000,000	3,010,549	0.85	7 months	Mar-21
BWEST	Municipal Term Deposit	3,000,000	3,010,922	0.88	9 months	May-21
BWEST	Municipal Term Deposit	5,002,298	5,014,276	0.76	6 months	Apr-21
BWEST	Municipal Term Deposit	1,002,533	1,004,252	0.68	3 months	Jan-21
BWEST	Municipal Term Deposit	1,000,000	1,001,291	0.62	3 months	Feb-21
WBC	Municipal (Transactional)		2,606,818	0.00	At Call	
N/A	Cash on Hand		15,621			
TOTAL		48,904,831	87,901,612			
The balance of all Term Deposits includes interest accrued to 31 January 2021						



The RBA official cash rate (overnight money market interest rate) remains at 0.10% during the month of January. As a result of the low RBA cash rate, Municipal Funds held in the Westpac Bank transaction account are currently not earning interest. Reserve funds held in the Westpac Business Premium Cash Reserve account are earning 0.85% in interest over balances of \$1m.



The liquidity graph for 2020/21 demonstrates a decrease in liquidity from December. This decrease in liquidity was attributable to the payment of trade and other payables.

The impact on revenues as a result of COVID-19 have, and will continue to have, an 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 – January 2021 \$	Year to Date – January 2021 \$	Life to Date – January 2021 \$
Total Income Received	351,202	1,855,235	9,466,995
Total Expense Paid	(132,682)	(1,013,719)	(5,002,155)
Net Income	218,520	841,516	4,464,840
Annualised ROI	13.1%	7.2%	6.2%

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:

	Month End – January 2021 \$	Year to Date – January 2021 \$	Life to Date – January 2021 \$
Funded Amount	-	(350,000)	(350,000)
Interest Charges	-	4,820	4,820
Remaining Loan Amount	3,750,000	3,750,000	3,750,000

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 December 2020 with a year to date budget surplus position of \$22,454,693 (comprising \$22,155,870 unrestricted surplus and \$298,823 restricted surplus) and a current surplus position of \$28,174,335 (comprising \$27,875,512 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 31 January 2021; and
2. APPROVE the following actions:
 - a) _____
 - b) _____

Option 3

That Council by SIMPLE Majority pursuant to Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Administration) Regulations 1996* RESOLVES to NOT RECEIVE the Financial Report for the financial period ending 31 January 2021.

CONCLUSION

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

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154759
 MOVED : Cr Smeathers
 SECONDED : Cr Waterstrom Muller

That Council by SIMPLE Majority pursuant to Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Administration) Regulations 1996* RESOLVES to RECEIVE the Financial Reports for the financial period ending 31 January 2021.

CARRIED

FOR : Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Bertling, Cr Harris, 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 31 January 2021

	Original Budget	Amended Budget	Budget YTD	Actual YTD	Material Variance >=10%	\$50,000 or more	2019/20
	\$	\$	\$	\$	%	\$	\$
Revenue							
Rates	43,374,241	44,278,973	44,123,934	44,178,037	-	54,103	40,488,172
Fees and Charges	37,545,656	41,535,328	23,627,862	23,714,606	-	86,744	38,548,526
Operating Grants, Subsidies and							
Contributions	18,470,160	18,643,805	12,922,483	7,858,204	-39.19%	-5,064,279	13,840,155
Service charges	0	0	0	0	-	-	861
Interest Earned	1,174,577	1,092,869	665,033	693,644	-	-	2,455,903
Proceeds/Realisation	0	0	0	371,628	-	371,628	0
All Other	765,673	2,821,819	2,052,390	2,571,514	25.29%	519,124	995,327
	101,330,307	108,372,794	83,391,702	79,387,633	-	(4,032,680)	96,328,944
Expenses							
Employee Costs	(35,425,142)	(35,382,504)	(19,540,971)	(20,290,032)	-	(749,061)	(35,315,195)
Materials and Contracts	(33,273,148)	(34,110,485)	(17,925,158)	(15,534,607)	-13.34%	2,390,551	(26,036,342)
Utilities (gas, electricity, water etc)	(6,475,307)	(6,459,950)	(3,350,319)	(3,147,547)	-	202,772	(5,824,123)
Interest Expenses	(5,994)	(5,994)	(3,260)	(3,090)	-	-	(9,919)
Depreciation	(18,594,262)	(20,297,570)	(11,949,224)	(10,009,136)	-16.24%	1,940,088	(17,692,578)
Insurance Expenses	(1,773,981)	(1,960,387)	(1,949,864)	(1,897,631)	-	52,233	(1,573,650)
Other Expenses	(4,460,820)	(4,281,183)	(2,402,039)	(2,514,999)	-	(112,960)	(2,726,957)
	(100,008,654)	(102,498,073)	(57,120,835)	(53,397,042)	-	3,723,623	(89,178,764)
	1,321,653	5,874,721	26,270,867	25,990,591	-	-	7,150,180
Non Operating Grants, Subsidies &							
Contributions	6,603,990	6,148,413	3,059,666	2,264,464	-25.99%	(795,202)	14,696,422
Profit on Asset Disposal	1,200	8,700	8,700	-	-100.00%	-	134,365
(Loss) on Asset Disposal	(272,783)	(521,283)	(246,188)	(17,013)	-93.09%	229,175	(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)
Net Result	7,654,060	11,510,551	29,093,045	28,238,042			21,863,421
Other Comprehensive Income							
<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
Total other comprehensive income	0	0	0	0		-	157,537
Total Comprehensive Income	7,654,060	11,510,551	29,093,045	28,238,042			22,020,958

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	
Operating Grants, Subsidies and Contributions	-39.19%	(5,064,279)	2,577,004	▲ Contribution from Pilbara Iron towards operational management of Wickham Recreation Precinct - Received earlier than anticipated
			133,021	▲ The Quarter HQ - Outgoings income - Actual income higher than anticipated
			51,950	▲ Reimbursement for non compliance property clean up works undertaken at Roebourne
			50,000	▲ Grant funding from Woodside for NAIDOC Week - Received earlier than anticipated
			50,000	▲ Economic Development - First payment for NERA grant received - No budget allocated - Addressed in March budget review
			2,861,975	▲ Positive Variance
			(6,000,000)	▼ Contribution from Pilbara Iron - Funding to be received once Dampier Land Transfer is completed
			(1,232,940)	▼ TC Damien Claim to DRFAWA – Claims currently being reviewed by external parties
			(853,832)	▼ Kevin Richards Memorial Oval - Transfer of Public Open Space Contribution funds from Trust not yet required
			(405,583)	▼ 2019/20 Oval joint use agreement with Dept of Education - Timing difference of budget vs actuals
			(8,492,355)	▼ Negative Variance
			(5,630,380)	▼ Net Negative Variance
Proceeds/ Realisation	-1648.45%	395,628	395,628	▲ Assets sold, funds received, disposal yet to be processed in the asset system - Awaiting finalisation of 2019/20 audit
All Other	25.29%	519,124	500,000	▲ LGIS Cyclone Damien Claim - Fourth Interim Payment - Received earlier than anticipated
Non Operating Revenue	Material Variance		Significant Items	
Non Operating Grants, Subsidies & Contributions	-25.99%	(795,202)	147,006	▲ Drawdown and payment of grant funding from Lotterywest for Andover Park - Completed sooner than anticipated
			147,006	▲ Positive Variance
			(853,832)	▼ Kevin Richards Memorial Oval - Transfer of Public Open Space Contribution funds from Trust not yet required
			(100,395)	▼ Roads to Recovery - Grant funding - Reduction in income due to forward expenditure last FY - Set program budget
			(954,227)	▼ Negative Variance
			(807,221)	▼ Net Negative Variance
Non Operating Expense	Material Variance		Significant Items	
Loss on Asset Disposal	-93.09%	229,175	163,500	▲ Assets sold, funds received, disposal yet to be processed in the asset system - Awaiting finalisation of 2019/20 audit

Expenses from Operations	Material Variance		Significant Items	
Materials & Contracts	-13.34%	2,390,551	541,378	▲ Street Sweeping, General Waste and Recycling Collection - Timing difference between works completed and invoices processed.
			423,586	▲ Wickham Pool Refurbishment and Lights - Project Milestones and contractor cashflow have altered since budget. Cashflow to be updated and addressed at March budget review
			189,175	▲ Karratha Airport - Screening and Security - Timing difference of budget vs actuals
			162,122	▲ City Branding - Delayed start to campaign due to development of new creative material. Re-profiled based current timings.
			141,006	▲ REAP & WCH Sanitation - Level of service reduced to reflect facility usage/bookings. Lower usage due to Christmas closures. Periodicals scheduled for March
			134,654	▲ Karratha Airport - Waste Water Treatment Project - Service and Maintenance - Reduced usage on reactive maintenance which has been addressed in March budget review
			127,649	▲ Drainage maintenance program complete - Timing difference between works completed and invoices processed.
			123,433	▲ Town Centre Maintenance - Staff deployed in other areas due to late supply of pavers for ongoing works which were forecasted to be in March
			96,000	▲ Wickham Recreation Precinct - Gym equipment upgrade - Timing difference between orders received and invoices paid
			85,293	▲ Corporate Services - Office Expenses - Variance relates to telephone expenses - Timing of invoices processed against budget
			85,021	▲ Website development - Tender award in December and profiling corrected in March budget review to reflect milestone payments from Feb. Project on track for June 30 completion.
			83,236	▲ Karratha Cash - COVID-19 Assistance - Final payments to KDCCI for Try Local is currently being processed. Addressed in March budget review
			59,755	▲ Karratha Airport - Landside Drainage & Open Space Maintenance - Service aligned to Level of Service slashing and spraying scheduled in February
			57,606	▲ KLP Operating & maintenance costs - Timing difference between works completed and invoices processed
			52,793	▲ Records Centralisation Strategy - Contract with Grace was signed in December - Timing of works completed vs budget
			2,362,708	▲ Positive Variance
			(173,298)	▼ Arts Development - Actual expenditure ahead of forecasted cashflow due to deposits paid on events
			(75,195)	▼ Karratha Airport Landside Maintenance - Additional costs for removal of stockpile waste and tyres to Landfill which has been addressed in March budget review
			(74,728)	▼ IT Software costs - Difference between forecasted and actual costs due to escalating business requirements
			(323,221)	▼ Negative Variance
			2,039,487	▲ Net Positive Variance

Expenses from Operations	Material Variance		Significant Items		
Depreciation	-16.24%	1,940,088	1,940,088	▲	Depreciation - Awaiting finalisation of 2019/20 audit

City of Karratha
Statement of Financial Activity
 for the period ending 31 January 2021

	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	Material Variance >=10%	\$50,000 or more	Impact on Surplus
	\$	\$	\$	\$	%	\$	
Operating							
Revenues (Sources)							
General Purpose Funding	48,598,000	49,764,968	47,243,967	47,334,196	-	90,229	↑
Governance	1,092,924	1,120,262	1,086,943	1,084,781	-	-	
Law, Order And Public Safety	590,401	720,966	484,058	370,467	-23.47%	(113,591)	↓
Health	158,542	167,855	154,719	206,012	33.15%	51,293	↑
Education and Welfare	78,000	80,400	57,300	31,041	-45.83%	-	
Housing	997,756	1,020,756	587,796	574,204	-	-	
Community Amenities	10,463,981	11,018,119	8,035,214	8,372,952	-	337,738	↑
Recreation And Culture	19,897,001	19,964,713	11,206,322	6,927,685	-38.18%	(4,278,637)	↓
Transport	25,216,558	29,444,917	16,768,818	15,775,874	-	(992,944)	↓
Economic Services	543,350	630,876	387,876	418,644	-	-	
Other Property And Services	298,984	596,075	447,055	556,241	24.42%	109,186	↑
	107,935,497	114,529,907	86,460,068	81,652,097	-	(4,796,726)	
Expenses (Applications)							
General Purpose Funding	(1,465,341)	(2,432,988)	(1,050,042)	(1,199,983)	14.28%	(149,941)	↓
Governance	(3,491,541)	(2,805,615)	(1,205,964)	(1,458,444)	20.94%	(252,480)	↓
Law, Order And Public Safety	(1,496,808)	(1,345,969)	(685,346)	(713,190)	-	-	
Health	(1,152,792)	(997,572)	(538,583)	(577,851)	-	-	
Education and Welfare	(178,845)	(162,060)	(101,022)	(102,160)	-	-	
Housing	(992,084)	(1,015,093)	(669,113)	(585,171)	-12.55%	83,942	↑
Community Amenities	(19,721,497)	(18,035,989)	(10,895,142)	(8,515,444)	-21.84%	2,379,698	↑
Recreation And Culture	(44,149,311)	(45,809,837)	(25,980,138)	(23,280,869)	-10.39%	2,699,269	↑
Transport	(25,501,532)	(28,422,130)	(15,109,030)	(14,262,922)	-	846,108	↑
Economic Services	(2,615,278)	(2,547,199)	(1,037,224)	(950,705)	-	86,519	↑
Other Property And Services	483,592	555,096	(95,419)	(1,767,316)	1752.16%	(1,671,897)	↓
	(100,281,437)	(103,019,356)	(57,367,023)	(53,414,055)	-	4,021,218	
NON OPERATING							
Revenue							
Proceeds From Disposal Of Assets	1,028,200	890,904	447,404	371,628	-16.94%	(75,776)	↓
Tsf From Infrastructure Reserve	11,477,919	10,763,676	2,114,478	898,087	-57.53%	(1,216,391)	↓
Tsf From Partnership Reserve	7,057,767	6,330,598	0	0	-	-	
Tsf From Waste Management Reserve	1,554,157	812,122	0	0	-	-	
Tsf From Community Development Reserve	452,400	485,481	136,481	0	-100.00%	(136,481)	↓
Tsf From Carry Forward Budget Reserve	152,853	156,000	78,000	0	-100.00%	(78,000)	↓
Tsf From Restricted Funds Reserve	1,370,000	1,281,759	933,020	1,322,358	41.73%	389,338	↑
Tsf From Economic Development Reserve	487,297	220,008	0	0	-	-	
Proceeds from Self-supporting loans	85,520	85,520	42,497	53,448	25.77%	-	
	23,666,113	21,956,448	3,751,880	2,645,521	-29.49%	(1,117,310)	
Expenses							
Purchase Of Assets - Land	(3,000,000)	(1,300,000)	0	(298,986)	-	(298,986)	↓
Purchase Of Assets - Artwork	(663,349)	(702,858)	(85,000)	(59,367)	-30.16%	-	
Purchase Of Assets - Buildings	(2,277,630)	(3,845,780)	(881,780)	(757,026)	-14.15%	124,754	↑
Purchase Of Assets - Equipment	(2,658,045)	(2,603,291)	(644,291)	(568,590)	-11.75%	75,701	↑
Purchase Of Assets - Furniture & Equipment	(2,899,491)	(2,704,500)	(1,470,000)	(594,264)	-59.57%	875,736	↑
Purchase Of Assets - Plant	(4,374,159)	(4,872,559)	(3,314,559)	(2,754,753)	-16.89%	559,806	↑
Purchase Of Assets - Infrastructure	(20,926,361)	(21,421,770)	(13,868,986)	(11,066,065)	-20.21%	2,802,921	↑
Purchase Land Held for Resale	(150,000)	(550,000)	(20,000)	(3,465)	-82.68%	-	
Purchase Investment Property	(125,100)	(125,100)	(125,100)	(70,080)	-43.98%	55,020	↑
Repayment of Debentures	(85,520)	(85,520)	(42,497)	(42,497)	-	-	
Advances to Community Groups	(3,246,000)	(3,246,000)	(350,000)	(350,000)	-	-	
Tsf To Aerodrome Reserve	(167,107)	(37,446)	(22,055)	(20,707)	-	-	
Tsf To Dampier Drainage Reserve	(116)	(119)	(71)	(67)	-	-	
Tsf To Plant Replacement Reserve	(1,362)	(8,864)	(5,282)	(4,968)	-	-	
Tsf To Walkington Theatre Reserve	(348)	(363)	(216)	(204)	-	-	
Tsf To Workers Compensation Reserve	(4,125)	(4,283)	(2,552)	(2,401)	-	-	
Tsf To Infrastructure Reserve	(4,476,620)	(5,017,109)	(691,317)	(683,630)	-	-	
Tsf To Partnership Reserve	(9,910,308)	(9,924,032)	(6,051,576)	(48,735)	-99.19%	6,002,841	↑
Tsf To Waste Management Reserve	(207,572)	(217,289)	(129,751)	(122,089)	-	-	
Tsf To Mosquito Control Reserve	(105)	(109)	(65)	(61)	-	-	
Tsf To Employee Entitlements Reserve	(53,631)	(55,397)	(33,022)	(31,064)	-	-	
Tsf To Community Development Reserve	(9,580)	(9,952)	(5,930)	(5,578)	-	-	
Tsf To Medical Services Assistance Package Reserve	(4,246)	(4,415)	(2,631)	(2,474)	-	-	
Tsf To Economic Development Reserve	(13,902)	(14,440)	(8,605)	(8,094)	-	-	
	(55,254,677)	(56,751,196)	(27,755,286)	(17,495,165)	-36.97%	10,496,779	

City of Karratha
Statement of Financial Activity
 for the period ending 31 January 2021

	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	Material Variance >=10%	\$50,000 or more
	\$	\$	\$	\$	%	\$
Adjustment For Non Cash Items						
Depreciation	18,594,262	20,297,570	11,949,224	10,009,136	-16.24%	(1,940,088)
Movement in Accrued Interest	-	-	-	(607)	-	-
Movement in Accrued Salaries & Wages	-	-	-	(441,947)	-	(441,947)
(Profit) / Loss On Disposal Of Assets	271,583	512,583	237,488	17,013	-92.84%	(220,475)
	18,865,845	20,810,153	12,186,712	9,583,595	-	(2,603,117)
Restricted Surplus/(Deficit) B/Fwd 1 July	452,483	453,046	452,483	452,483	-	-
Unrestricted Surplus/(Deficit) B/Fwd 1 July	5,048,682	2,405,441	5,048,682	5,048,682	-	-
Restricted Surplus/(Deficit) C/Fwd	298,823	298,823	298,823	298,823	-	-
Surplus / (Deficit)	133,683	85,620	22,478,693	28,174,335		5,695,642

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
Law, Order & Public Safety	-23.47%	(113,591)	(124,200) ▼ Grant funding from Rio Tinto for Community Safety - Delay in Payment
Health	33.15%	51,293	51,950 ▲ Reimbursement for noncompliance property clean up works undertaken at Roebourne
Recreation & Culture	-38.18%	(4,278,637)	2,577,004 ▲ Contribution from Pilbara Iron towards operational management of Wickham Recreation Precinct - Received earlier than anticipated
			147,006 ▲ Drawdown and payment of grant funding from Lotterywest for Andover Park - Completed sooner than anticipated
			88,853 ▲ REAP hire income - Variance relates to the increase in venue hire bookings - Adjusted at March budget review
			50,000 ▲ Grant funding from Woodside for NAIDOC Week - Received earlier than anticipated
			2,862,863 ▲ Positive Variance
			(6,000,000) ▼ Contribution from Pilbara Iron - Funding to be received once Dampier Land Transfer is completed
			(853,832) ▼ Kevin Richards Memorial Oval - Transfer of Public Open Space Contribution funds from Trust not yet required
			(405,583) ▼ 2019/20 Oval joint use agreement with Dept of Education - Timing difference of budget vs actuals
			(123,068) ▼ REAP Program Income - Slow recovery post COVID-19 due to reduced capacity, movie and live show availability
			(7,382,483) ▼ Negative Variance
			(4,519,620) ▼ Net Negative Variance
Other Property & Services	31.48%	133,186	87,550 ▲ Proceeds on Sale of Plants - Assets sold, funds received, realisation yet to be processed in the asset system - Awaiting finalisation of 2019/20 audit

Non Operating Revenue	Material Variance		Significant Items	
Proceeds from Disposal of Assets	-16.94%	(75,776)	(75,776)	▼ Proceeds on Sale of Plants - Assets sold, funds received, realisation yet to be processed in the asset system - Awaiting finalisation of 2019/20 audit
Transfer from Infrastructure Reserve	-57.53%	1,216,391	(522,392)	▼ Timing of Reserve transfer for Andover Park Redevelopment, KRMO and Walgu Park expenditure. Transfer to be adjusted in line with actuals at March budget review
			(328,339)	▼ Timing of Reserve transfer for Dampier Palms Redevelopment and Johns Creek Boat Ramp expenditure. To be actioned in February
			(188,185)	▼ Timing of Reserve transfer for water tank artwork expenditure which is not yet spent. Transfer to be adjusted in line with actuals at March budget review
			(136,958)	▼ Timing of Reserve transfer for Cinders Road expenditure which is not yet spent. Transfer to be adjusted in line with actuals at March budget review
			(1,175,874)	▼ Negative Variance
Transfer from Community Development Reserve	-100.00%	(136,481)	(136,481)	▼ Timing of Reserve transfer for Pt Samson Fishing Jetty expenditure which is not yet spent. Transfer to be adjusted in line with actuals at March budget review
Transfer from Carry Forward Budget Reserve	-100.00%	(78,000)	(78,000)	▼ Timing of Reserve transfer for Murujuga National Park Access Road expenditure which is not yet spent. Transfer to be adjusted in line with actuals at March budget review
Transfer from Restricted Funds Reserve	41.73%	389,338	389,338	▲ Timing of Reserve transfer for Roebourne Gaol Precinct expenditure aligned with actual expenditure. Transfer to be adjusted in line with actuals at March budget review

Expenses from Operations	Material Variance		Significant Items	
General Purpose Funding	14.28%	(149,941)	(132,000)	▼ The Quarter HQ - Actual cost higher than average budgeted monthly expenditure due to body corporate fees being paid at the beginning of the year
Governance	20.94%	(252,480)	220,000	▲ Project Management Employment costs offset with higher costs allocated to functions
			85,293	▲ Corporate Services - Office Expenses - Variance relates to telephone utilities - Timing difference between budget and actuals
			85,021	▲ Website development - Tender award in December and profiling corrected in March budget review to reflect milestone payments from February - Project on track for June 30 completion
			75,250	▲ Depreciation - Corporate Services - Awaiting finalisation of 2019/20 audit
			52,793	▲ Records Centralisation Strategy - Contract with Grace was signed in December - Timing of works completed vs budget
			518,357	▲ Positive Variance
			(672,819)	▼ Administration Costs Allocated to Functions - Lower ABC reallocation YTD due to timing of actual expenditure. These are noncash transactions and have no impact on the final year end result
(74,728)	▼ IT Software costs - Difference between budgeted and actual costs due to escalating business requirements			
			(747,547)	▼ Negative Variance
			(229,190)	▼ Net Negative Variance
Housing	-12.55%	83,942	72,515	▲ Staff Housing - General administration - Allocated operating income exceeds expense - Lower ABC allocations YTD due to timing of actual expenditure

Expenses from Operations	Material Variance		Significant Items		
Community Amenities	-21.84%	2,379,698	1,017,099	▲	7 Mile Refuse Site maintenance - Predominantly overhead allocation
			541,378	▲	Street Sweeping, General Waste and Recycling Collection - Timing difference between works completed and invoices
			163,500	▲	Landfill - Loss on Plant Sale - Asset sold, funds received, disposal to be processed in asset system - Awaiting finalisation of 2019/20 audit
			162,122	▲	City Branding - Delayed start to campaign due to development of new creative material. Reprofiled based current timings
			127,649	▲	Drainage maintenance program complete - Timing difference between works completed and invoices
			83,236	▲	Karratha Cash - COVID-19 Assistance - Final payments to KDCCI for Try Local is currently being processed. Addressed in March budget review
			66,750	▲	Economic development - Major Event Sponsorship & Attraction Program - Variance due to Basketball event withdrawn
			60,401	▲	Wickham Transfer Station costs - Timing difference between works completed and invoices processed
			2,222,134	▲	Positive Variance
			(50,000)	▼	Economic Development Online Statistics - Timing difference of budget vs actuals - REMPLAN invoice paid in January
			(50,000)	▼	Negative Variance
			2,172,134	▲	Net Positive Variance
Recreation & Culture	-10.39%	2,699,269	1,148,107	▲	Depreciation - Recreation & Culture - Awaiting finalisation of 2019/20 audit
			423,586	▲	Wickham Pool Refurbishment and Lights - Project Milestones and contractor cashflow have altered since budget. Cashflow to be updated and addressed at March budget review
			141,006	▲	REAP & WCH Sanitation - Level of service reduced to reflect facility usage/bookings. Lower usage due to Christmas closures. Periodicals scheduled for March
			123,760	▲	KLP & WRP Operating & maintenance costs - Timing difference between works completed and invoices processed
			96,000	▲	Wickham Recreation Precinct - Gym equipment upgrade - Timing difference between equipments received and invoices paid
			93,365	▲	Administration costs - Libraries - Lower ABC reallocations YTD due to timing of actual expenditure
			89,789	▲	REAP Operating costs - Timing of electricity invoice
			70,019	▲	Community Engagement - Large Grants - Timing difference on grant acquittals
			63,786	▲	Employment costs - Partnership Mgmt Team - Majority of actual costs are ABC's. Variance due to reallocation of employees to different employment cost accounts
			57,606	▲	KLP Operating & maintenance costs - Timing difference between works completed and invoices
			52,468	▲	Millars Well Oval - Committed Purchase Orders issued in January - Works being completed in February
			58,486	▲	Catrrall Park Works - Public consultation underway, program updated in March budget review
			51,477	▲	Karratha Golf Course/Bowling Green Facility - Timing difference between works completed and invoice
			2,469,455	▲	Positive Variance
			(217,908)	▼	Relates to write off of funds in accordance with deed of settlement as per Council Resolution #154675 September OCM - Addressed in March budget review
			(173,298)	▼	Arts Development - Actual expenditure ahead of forecasted cashflow due to deposits paid on events

Expenses from Operations	Material Variance		Significant Items		
			(64,463)	▼	REAP Employment costs - Increase in REAP venue hire bookings requiring use of casual FTE to service bookings
			(455,669)	▼	Negative Variance
			2,013,786	▲	Net Positive Variance
Other Property & Services	1752.16%	(1,671,897)	535,918	▲	Depreciation - Vehicles & Plant - Awaiting finalisation of 2019/20 audit
			363,983	▲	Administration costs - Fleet & Plant and Waste Services - Lower ABC reallocations YTD due to timing of actual expenditure
			899,901	▲	Positive Variance
			(2,542,707)	▼	Employee costs less allocated to functions - Lower ABC reallocations YTD due to timing of actual expenditure
			(2,542,707)	▼	Negative Variance
			(1,642,806)	▼	Net Negative Variance

Non Operating Expenses	Material Variance		Significant Items		
Purchase of Assets - Buildings	-14.15%	124,754	50,000	▲	Dampier Pavilion Building - Project completed - Actual costs sitting in TC Damien Capex account - Awaiting costs to be apportioned between capital expense and TC Damien insurance
Purchase of Assets - Equipment	-11.75%	75,701	100,000	▲	Purchase Equipment - Airport - SCADA project design phase was due to start in December, costs also reduced by \$50k and this has been addressed at March budget review
Purchase of Assets - Furniture & Equipment	-59.57%	875,736	625,405	▲	IT Software & hardware initiatives - ERP system is not yet initiated
			149,274	▲	IT Hardware refresh - Preparation for PC fleet, copier and mobile device refresh procurement has commenced for RFQ advertisement in March 2021
			52,479	▲	KLP Capital Furniture & Equipment - Timing of works completed against budget
			827,159	▲	Positive Variance
Purchase of Assets - Plant	-16.89%	559,806	351,772	▲	Purchase Plant assets - Items have been ordered & awaiting delivery
Purchase of Assets - Infrastructure	-20.21%	2,802,921	764,184	▲	Millars Well KRMO Oval, Hampton Oval, Andover Park Redevelopment - Project delivery and milestones have altered since budgeted. Reticulation renewal design consultant pending award. Fencing RFQ has been awarded. Timeline and cashflow addressed at March budget review
			719,288	▲	TC Damien Capital Infrastructure - Remediation works pushed back due to cyclone season - Timeline to be reviewed and cashflow updated at March budget review
			249,416	▲	Pt Samson Foreshore Dev. - Stage 3 Viewing Platform/Jetty - Project commencement delayed due to contract negotiations. Timeline to be revisited and cashflow adjusted at budget review
			181,000	▲	Bulgarra & Millars Well Oval Scoreboards - Delay in procurement and installation. Will be addressed in March budget review
			146,696	▲	Stormwater Structure Projects - Dampier Culvert Replacement Program completed - Timing difference of budget vs actuals
			147,125	▲	KLP Capital Infrastructure - Design consultant invoice received and pending payment
			136,457	▲	40 Mile Beach Access Rd-Gravel Resheeting - Cash flow to be amended at March review to reflect pending Council decision in March/April regarding required works

			91,602	▲	Pam Buchanan Family Centre - Softfall replacement works completed - Shade sail project delayed
			88,275	▲	Playground Replacement/Upgrade - Project delayed, completing feedback from community in March and updated forecast in March budget review
			69,879	▲	John Creek Boat Ramp - Project savings achieved - Final expenditure adjustment to be made at March budget review
			65,260	▲	Karratha Airport - Landscaping Upgrade - Project Milestones and contractor cashflow have altered since budgeted. Cashflow to be updated and addressed at March budget review
			2,659,182	▲	Positive Variance
			(75,167)	▼	Footpath - Dampier Rd Stage 6 - Hillview To Welcome - Works completed - Adjusted at March budget review
			(64,951)	▼	Footpath - Bayview Rd Stage 6A - Works brought forward
			(140,118)	▼	Negative Variance
			2,519,064	▲	Net Positive Variance
Purchase Investment Property	-43.98%	55,020	55,020	▲	The Quarter - Gas supply upgrade delayed pending confirmation of new leases
Transfer to Partnership Reserve	-99.19%	6,002,841	6,000,000	▲	Reserve transfer represents contribution for Dampier Land Transfer which has not yet been completed. Transfer to be adjusted at March budget review

City of Karratha
Net Current Funding Position
 for the period ending 31 January 2021

	Year to Date Actual	Brought Forward
Note	31/01/2021	1/07/2020
	\$	\$
Current Assets		
Cash and Cash Equivalents - Unrestricted	21,685,386	832,745
Cash and Cash Equivalents - Restricted - Reserves	66,216,226	67,506,600
Trade and Other Receivables	10,235,548	10,884,761
Inventories	754,917	488,469
Total Current Assets	<u>98,892,077</u>	<u>79,712,575</u>
Current Liabilities		
Trade and Other Payables	3,356,349	6,391,127
Current Portion of Long Term Borrowings	43,024	85,520
Contract Liabilities	2,040,557	2,134,874
Current Portion of Provisions	4,618,608	4,618,608
Total Current Liabilities	<u>10,058,538</u>	<u>13,230,129</u>
Net Current Assets	<u>88,833,539</u>	<u>66,482,446</u>
Less		
Cash and Cash Equivalents - Restricted - Reserves	(66,216,226)	(67,506,600)
Loan repayments from institutions	(53,448)	16,132
Movement in Accruals (Non Cash)	(442,554)	(441,947)
Add back		
Current Loan Liability	43,024	85,520
Cash Backed Employee Provisions	5,106,081	5,075,017
Current Provisions funded through salaries budget	903,918	(526,134)
Net Current Asset Position	<u><u>28,174,335</u></u>	<u><u>3,184,433</u></u>
1) Note Explanation:		
Rates Debtors	3,811,531	2,990,652
Trade & Other Receivables	6,424,018	7,894,109
Total Trade and Other Receivables	<u>10,235,548</u>	<u>10,884,761</u>

City of Karratha
Statement of Financial Position
As at 31 January 2021

	2020/21	2019/20
	\$	\$
Current Assets		
Cash On Hand	15,621	12,045
Cash and Cash Equivalents - Unrestricted	21,669,765	820,700
Cash and Cash Equivalents - Restricted (Reserves)	66,216,226	67,506,600
Trade and Other Receivables	10,235,548	10,884,761
Inventories	754,917	488,469
Total Current Assets	<u>98,892,077</u>	<u>79,712,575</u>
Non Current Assets		
Trade and Other Receivables	215,822	215,822
Property, Plant and Equipment	252,795,699	250,345,374
Infrastructure	417,139,195	413,464,645
Intangible Assets	13,846,825	13,846,825
Investment Property	25,819,178	25,724,556
Inventories	93,370	488,358
Contract Assets	1,362,028	27,436
Total Non Current Assets	<u>711,272,117</u>	<u>704,113,016</u>
Total Assets	<u>810,164,194</u>	<u>783,825,591</u>
Current Liabilities		
Trade and Other Payables	3,356,349	6,391,127
Long Term Borrowings	43,024	85,520
Contract Liabilities	2,040,557	2,134,874
Provisions	4,618,608	4,618,608
Total Current Liabilities	<u>10,058,538</u>	<u>13,230,129</u>
Non Current Liabilities		
Long Term Borrowings	177,494	177,494
Contract Liabilities	1,284,983	12,830
Provisions	14,303,905	14,303,905
Total Non Current Liabilities	<u>15,766,382</u>	<u>14,494,230</u>
Total Liabilities	<u>25,824,920</u>	<u>27,724,359</u>
Net Assets	<u>784,339,274</u>	<u>756,101,232</u>
Equity		
Accumulated Surplus	481,804,777	452,276,361
Revaluation Surplus	236,318,268	236,318,268
Reserves	66,216,229	67,506,603
Total Equity	<u>784,339,274</u>	<u>756,101,232</u>

City of Karratha
Cash & Cash Equivalents
for the period ending 31 January 2021

	\$
Unrestricted Cash	
Cash On Hand	15,621
Westpac at call	2,606,818
Term deposits	19,062,947
	<u>21,685,386</u>
Restricted Cash	
Reserve Funds	66,216,226
Restricted Unspent Grants	0
	<u>66,216,226</u>
Total Cash	<u><u>87,901,612</u></u>

City of Karratha
Statement of Financial Activity By Divisions
 for the period ending 31 January 2021

	2020/21 Original Budget	2020/21 Amended Budget	2020/21 YTD Budget	2020/21 Actual to Date
	\$	\$	\$	\$
EXECUTIVE SERVICES				
Net (Cost) to Council for Members of Council	275,241	277,412	627,496	658,228
Net (Cost) to Council for Executive Admin	(899,932)	(910,899)	(398,085)	(400,980)
TOTAL EXECUTIVE SERVICES	(624,691)	(633,487)	229,411	257,248
CORPORATE SERVICES				
Net (Cost) to Council for Rates	43,802,174	44,644,031	44,365,742	44,445,953
Net (Cost) to Council for General Revenue	(2,241,325)	(3,452,418)	2,195,822	2,478,511
Net (Cost) to Council for Financial Services	(2,737,110)	(2,627,245)	(1,514,972)	(1,442,805)
Net (Cost) to Council for Corporate Services Admin	13,797,129	13,436,818	6,041,785	5,198,619
Net (Cost) to Council for Human Resources	(2,056,550)	(1,927,432)	(1,102,928)	(1,240,614)
Net (Cost) to Council for Governance & Organisational Strategy	(1,222,325)	(1,341,093)	(715,594)	(683,308)
Net (Cost) to Council for Information Services	(5,007,371)	(5,190,695)	(2,787,498)	(2,023,750)
Net (Cost) to Council for Television & Radio Services	(3,955)	(4,059)	(2,174)	(2,236)
Net (Cost) to Council for Staff Housing	(103,435)	(1,548,495)	(196,797)	(136,868)
Net (Cost) to Council for Public Affairs	(1,512,788)	(1,499,976)	(703,826)	(425,752)
TOTAL CORPORATE SERVICES	42,714,444	40,489,436	45,579,560	46,167,750
COMMUNITY SERVICES				
Net (Cost) to Council for Arts Development & Events	(3,057,232)	(2,755,329)	(1,775,757)	(2,212,239)
Net (Cost) to Council for Child Health Clinics	(30,466)	(36,494)	(22,094)	(15,091)
Net (Cost) to Council for Club Development	(73,070)	(75,335)	(75,292)	(84,181)
Net (Cost) to Council for Community Engagement	(936,790)	(904,081)	(508,495)	(439,167)
Net (Cost) to Council for Community Grants	(1,382,045)	(380,828)	(402,132)	(494,715)
Net (Cost) to Council for Community Programs	(255,761)	(58,161)	(56,461)	(37,018)
Net (Cost) to Council for Community Safety	(59,995)	(5,454)	164,794	2,822
Net (Cost) to Council for Dampier Community Hub	551,870	506,987	(236,289)	(205,583)
Net (Cost) to Council for Daycare Centres	(181,849)	(227,366)	(230,235)	(138,538)
Net (Cost) to Council for Indoor Play Centre	(185,907)	(391,002)	(263,301)	(125,842)
Net (Cost) to Council for Karratha Bowling & Golf	(708,427)	(762,189)	(402,868)	(348,722)
Net (Cost) to Council for Karratha Leisureplex	(5,221,659)	(5,136,983)	(2,694,341)	(2,271,562)
Net (Cost) to Council for Library Services	(1,694,035)	(1,800,687)	(1,042,374)	(953,536)
Net (Cost) to Council for Liveability	139,704	170,343	209,921	444,802
Net (Cost) to Council for Local History	(206,664)	(179,227)	(97,102)	(86,140)
Net (Cost) to Council for Other Buildings	(54,578)	35,452	89,451	75,263
Net (Cost) to Council for Ovals & Hardcourts	(2,627,307)	(2,898,239)	(282,898)	(1,454,231)
Net (Cost) to Council for Pam Buchanan Community Hub	(192,566)	(186,663)	(106,389)	(121,091)
Net (Cost) to Council for Partnerships	3,091,574	2,282,162	(100,077)	(32,755)
Net (Cost) to Council for Pavilions & Halls	(643,103)	(622,598)	(251,734)	(397,064)
Net (Cost) to Council for Red Earth Arts Precinct	(2,904,161)	(3,091,717)	(1,990,506)	(1,887,182)
Net (Cost) to Council for Roebourne Aquatic Centre	(329,347)	(323,451)	(249,590)	(238,429)
Net (Cost) to Council for The Base	(425,000)	(479,632)	(341,998)	(378,241)
Net (Cost) to Council for The Youth Shed	(1,388,122)	(1,456,639)	(688,112)	(622,340)
Net (Cost) to Council for Wickham Community Hub	(151,946)	(237,685)	(413,312)	(199,890)
Net (Cost) to Council for Wickham Recreation Precinct	(2,789,131)	(2,464,199)	(3,437,317)	(220,600)
Net (Cost) to Council for Youth Services	100,350	162,583	182,856	167,284
TOTAL COMMUNITY SERVICES	(21,615,663)	(21,316,432)	(15,021,652)	(12,273,986)

City of Karratha
Statement of Financial Activity by Divisions
for the period ending 31 January 2021

	2020/21 Original Budget \$	2020/21 Amended Budget \$	2020/21 YTD Budget \$	2020/21 Actual to Date \$
DEVELOPMENT & APPROVALS/COMPLIANCE				
Net (Cost) to Council for Building Services	(249,977)	(166,564)	(72,523)	(53,296)
Net (Cost) to Council for Camping Grounds	80,267	119,221	96,311	92,487
Net (Cost) to Council for Cossack Operations	(237,105)	(10,823)	(4,807)	(12,927)
Net (Cost) to Council for Development Services	(12,500)	(12,500)	(5,442)	(12,895)
Net (Cost) to Council for Economic Development	(3,306,987)	(2,805,802)	(1,668,124)	(1,227,264)
Net (Cost) to Council for Emergency Services	(26,470)	(9,540)	3,110	(20,790)
Net (Cost) to Council for Health Services	(718,068)	(647,669)	(324,490)	(300,451)
Net (Cost) to Council for Karratha Tourism & Visitor Centre	(488,820)	(502,087)	(298,130)	(267,220)
Net (Cost) to Council for Ranger Services	(1,046,354)	(977,146)	(595,639)	(631,163)
Net (Cost) to Council for Approvals & Compliance	(114,000)	(54,000)	(28,000)	(10,586)
Net (Cost) to Council for Tourism/Visitors Centres	(261,500)	(246,500)	(125,533)	(107,320)
Net (Cost) to Council for Town Planning	(1,457,850)	(1,068,148)	(539,874)	(771,691)
TOTAL DEVELOPMENT & APPROVALS/COMPLIANCE	(7,839,364)	(6,381,558)	(3,563,141)	(3,323,116)
INFRASTRUCTURE SERVICES				
Net (Cost) to Council for Beaches, Boat Ramps, Jetties	(1,504,206)	(1,393,385)	(1,079,595)	(1,087,176)
Net (Cost) to Council for Bus Shelters	(160,500)	(160,500)	(500)	(290)
Net (Cost) to Council for Cemeteries	(215,151)	(229,770)	(160,129)	(122,493)
Net (Cost) to Council for Depots	(987,138)	(1,007,207)	(573,756)	(555,563)
Net (Cost) to Council for Disaster Preparation & Recovery	(75,000)	(1,166,294)	(966,294)	(950,337)
Net (Cost) to Council for Drainage	(1,407,450)	(1,400,613)	(1,107,379)	(853,516)
Net (Cost) to Council for Effluent Re-Use Scheme	(25,640)	(25,786)	(17,370)	(13,600)
Net (Cost) to Council for Fleet & Plant	981,596	1,767,991	706,399	259,505
Net (Cost) to Council for Footpaths & Bike Paths	(734,072)	(687,459)	(812,987)	(881,869)
Net (Cost) to Council for Parks & Gardens	(7,505,163)	(8,355,227)	(5,042,967)	(3,498,033)
Net (Cost) to Council for Parks & Gardens Overheads	1,090,088	1,060,570	531,812	344,313
Net (Cost) to Council for Private Works & Reinstatements	0	66,884	66,884	(115,420)
Net (Cost) to Council for Public Services Overheads	(1,040,770)	(944,631)	(504,754)	26,405
Net (Cost) to Council for Public Toilets	(130,000)	(130,000)	0	0
Net (Cost) to Council for Roads & Streets	297,726	664,686	2,485,622	1,700,583
Net (Cost) to Council for Town Beautification	(1,736,950)	(1,790,089)	(935,686)	(717,506)
Net (Cost) to Council for Works Overheads	1,273,978	1,162,375	517,891	504,378
Net (Cost) to Council for Tech Services	(4,488,620)	(3,837,560)	(2,325,659)	(2,160,866)
Net (Cost) to Council for Tech Services Overheads	0	0	0	0
Net (Cost) to Council for SP & Infrastructure Services	(22,200)	(32,785)	(22,335)	(23,544)
TOTAL INFRASTRUCTURE SERVICES	(16,389,472)	(16,438,800)	(9,240,803)	(8,145,029)
STRATEGIC BUSINESS PROJECTS				
Net (Cost) to Council for Project Management	(1,239,130)	(776,368)	(413,088)	(282,711)
Net (Cost) to Council for Comm. Projects - Playgrounds	(250,000)	(249,824)	(110,936)	(22,661)
Net (Cost) to Council for Waste Collection	270,451	236,535	1,427,634	2,101,718
Net (Cost) to Council for Landfill Operations	(1,561,473)	(1,188,715)	(1,748,127)	(200,663)
Net (Cost) to Council for Waste Overheads	3,108,311	2,678,986	1,492,910	(332,168)
Net (Cost) to Council for Karratha Airport	(1,599,875)	1,148,772	(1,342,828)	(519,864)
Net (Cost) to Council for Other Airports	(42,197)	(42,589)	(12,589)	(11,972)
TOTAL STRATEGIC BUSINESS PROJECTS	(1,313,913)	1,806,797	(707,024)	731,679
TOTAL DIVISIONS	(5,068,659)	(2,474,044)	17,276,351	23,414,547

City of Karratha
Statement of Financial Activity by Divisions
 for the period ending 31 January 2021

	2020/21 Original Budget \$	2020/21 Amended Budget \$	2020/21 YTD Budget \$	2020/21 Actual to Date \$
ADJUSTMENTS FOR NON CASH ITEMS				
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)
Restricted Surplus/(Deficit) B/Fwd 1 July	452,483	453,046	452,483	452,483
Unrestricted Surplus/(Deficit) B/Fwd 1 July	5,048,682	2,405,441	5,048,682	5,048,682
Restricted Surplus C/Fwd	298,823	298,823	298,823	298,823
Surplus / (Deficit)	133,683	85,620	22,478,693	28,174,335

10.2 LIST OF ACCOUNTS – 23 JANUARY 2021 TO 19 FEBRUARY 2021

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Senior Creditors Officer
Date of Report:	26 March 2021
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

To advise Council of payments made for the period from 23 January 2021 to 19 February 2021.

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 23 January 2021 to 19 February 2021 totalled \$5,955,876.63, which included the following payments:

- MSS Security Pty Ltd – Airport Security Services - \$177,699

- Damel Cleaning Services – Cleaning Services - \$148,354
- Command IT – CCTV Strategy Implementation - \$137,721
- Manning Pavement Services – Asphalt Works, Various Locations - \$132,001
- Tropical Pools – WAC Pool Remediation Works Progress Claim - \$129,518

Consistent with CG-11 Regional Price Preference Policy, 54% 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. EFT81257 to EFT81712 (Inclusive);
3. Cheque Voucher 78681 to 78682;
4. Cancelled Payments: EFT81340, EFT81373, EFT81584, EFT81589, EFT81606;
5. Direct Debits: DD39901.1 to DD39957.1;
6. Credit Card Payments: \$16,489.08;
7. Payroll Cheques \$1,723,937.52;
8. with the EXCEPTION OF (as listed)

CONCLUSION

Payments for the period 23 January 2021 to 19 February 2021 totalled \$5,955,876.63. Payments have been approved by authorised officers in accordance with agreed delegations and policy frameworks.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154760
MOVED : Cr Scott
SECONDED : Cr Waterstrom Muller

That Council by SIMPLE Majority pursuant to Sections 6.7 and 6.9 of the *Local Government Act 1995* RESOLVES to ACCEPT payments totalling \$5,955,876.63 submitted and checked with vouchers, being made up of:

1. Trust Vouchers: nil;
2. EFT81257 to EFT81712 (Inclusive);
3. Cheque Voucher 78681 to 78682;
4. Cancelled Payments: EFT81340, EFT81373, EFT81584, EFT81589, EFT81606;
5. Direct Debits: DD39901.1 to DD39957.1;
6. Credit Card Payments: \$16,489.08;
7. Payroll Cheques \$1,723,937.52.

CARRIED

FOR : Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Bertling, Cr Harris, Cr Miller,
 Cr Scott, Cr Smeathers, Cr Waterstrom Muller
 AGAINST : Nil

Chq/EFT	Date	Name	Description	Amount
EFT81257	27.01.2021	Australian Taxation Office	Payroll deductions	297,247.00
EFT81258	27.01.2021	Child Support Agency	Payroll deductions	1,346.11
EFT81259	29.01.2021	Brida Pty Ltd	Litter Picking Services - December 2020	70,542.71
EFT81260	29.01.2021	Bez Engineering	John's Creek Boat Ramp Jetty Claim 3 - December 2020	102,033.03
EFT81261	29.01.2021	Leethall Constructions Pty Ltd	Footpath Lighting Program - Installing of Footpath Lighting	95,645.00
EFT81262	29.01.2021	Trasan Contracting Pty Ltd	Park Furniture - Ashton Park Picnic Shelter, Staff Housing - Cyclone Repairs and General Wear and Tear Repairs (Various)	59,788.65
EFT81263	29.01.2021	Cleanaway Pty Ltd	WTS - Bulk Bin Collection - December 2020	266.13

Chq/EFT	Date	Name	Description	Amount
EFT81264	29.01.2021	Horizon Power	Electricity Usage Charges - Various	1,751.33
EFT81265	29.01.2021	Water Corporation	Water Usage Charges - various locations	25,021.98
EFT81266	29.01.2021	Neverfail Springwater Pty Ltd - (906959169)	15L Spring Water Bottles	13.25
EFT81267	29.01.2021	Neverfail Springwater Ltd - Karratha Visitors Centre	15L Spring Water Bottles	75.75
EFT81268	29.01.2021	Australia Post	Postage Charges - Various	2,083.87
EFT81269	29.01.2021	Winc Australia Pty Limited	Stationery Items (Various Departments)	718.67
EFT81270	29.01.2021	Forpark Australia Pty Ltd	P&G Bulgarra Playspace - Musical Mallets	297.44
EFT81271	29.01.2021	Hathaways Lubricants	Stock - Lubricants / Oils (Various)	1,279.65
EFT81272	29.01.2021	Karratha & Districts Chamber Of Commerce (KDCCI)	Australia Day Awards - Try Local Vouchers	6,565.00
EFT81273	29.01.2021	Parry's Merchants	RAC - Stock Items, Stock - Cleaning Products, Staff Award - Breakfast Supplies	1,590.60
EFT81274	29.01.2021	St John Ambulance - Karratha	2020 NAIDOC Community Concert - First Aid Officers 14/11/2020	488.00
EFT81275	29.01.2021	Sealanes (1985) Pty Ltd	IPC - Café Supplies	1,024.78
EFT81276	29.01.2021	Te Wai Manufacturing	HR - Uniforms (embroidery)	199.20
EFT81277	29.01.2021	TNT Express	Freight Charges - Various	39.40
EFT81278	29.01.2021	Visimax	Rangers - Embroidered Caps	117.35
EFT81279	29.01.2021	Murchison Boat Hire (Barker Transport Engineering Pty Ltd t/as)	KTVC Tours - Jan 2021	350.00
EFT81280	29.01.2021	Pilbara Dive And Tours (Natalie Callanan t/as)	KTVC Tours - Jan 2021	1,780.00
EFT81281	29.01.2021	Melanie Rose	KTVC Sales - Dec 2020	76.50
EFT81282	29.01.2021	Bunzl Brands And Operations Pty Ltd	Stock - Disposable Face Masks	1,212.20
EFT81283	29.01.2021	Atom Supply	WRP - Replace Worn S/S Bolts & Washers to Secure Splashback Features	42.37
EFT81284	29.01.2021	Abberfield Technology Pty Ltd	Supply - C22FL Timer Coin Validator w/ Reconfiguration for Bulgarra West Oval	1,688.50
EFT81285	29.01.2021	Avdata Australia	Kta Airport - Monthly Data Reporting Fee, Dec 2020	1,560.53
EFT81286	29.01.2021	AV Media Systems Pty Ltd	IT - Return Freight for Evaluation 85 Display	495.00
EFT81287	29.01.2021	Abv Leisure Consultancy Services	Kta Country Club - RFQ 32-19/20 Redevelopment Consultancy Services V#01 V#02	7,925.50
EFT81288	29.01.2021	Adage Furniture (Core Hospitality Group Pty Ltd t.as)	REAP - Equipment for Conference & Events	3,197.70
EFT81289	29.01.2021	Acacia Connection Pty Ltd	Additional EAP Sessions - Requested on 26/09/2020	511.50
EFT81290	29.01.2021	BOC Limited	Cylinder Rental Charges - Various Locations	12.38
EFT81291	29.01.2021	Bunzl Ltd	Stock - Hand Towel - Interleaved	946.54
EFT81292	29.01.2021	BC Lock & Key	Dampier Pavilion - Lw Mortice Primary Keyed to City System	490.31
EFT81293	29.01.2021	Chadson Engineering Pty Ltd	KLP - Palintest Pool test: Calibration service & clean 22/09/2020	762.30
EFT81294	29.01.2021	CBCA WA Branch (Inc)	KTA Library - Annual Institutional Membership 2021	75.00
EFT81295	29.01.2021	Comtec Data Pty Ltd	Kta Airport - supply KABA KS2200, Lockwood ES-2000 Strike	1,386.00
EFT81296	29.01.2021	Darwin Plant Wholesalers	P&G - Plant Stocks	4,873.00
EFT81297	29.01.2021	Daysafe Training & Assessing	HR - Chief Fire Warden Training, Dec 2020	3,160.00

Chq/EFT	Date	Name	Description	Amount
EFT81298	29.01.2021	Department of Water and Environmental Regulation	WTS - Controlled Waste Tracking, Transportation Of Tyres	44.00
EFT81299	29.01.2021	Environmental Health Australia (wa) Inc.	HR - Environmental Health State Conference 2021 - Registration & Masterclass	1,165.00
EFT81300	29.01.2021	Farinosi & Sons Pty Ltd	Stock - Pine Pole CCA H4+150mm 2.4m, Galv Wire Ties	1,054.93
EFT81301	29.01.2021	Fortesque Bus Service Pty Ltd	HR - 50 Seater Bus (with driver) for Staff Christmas Party	1,848.00
EFT81302	29.01.2021	StrataGreen (Strata Corporation Pty Ltd)	Stock - Bypass Lopper Deep Hook Cutting Head, Secateurs	327.39
EFT81303	29.01.2021	G Bishops Transport Services Pty Ltd aft GBT Services Trust	Freight Charges - Various	172.73
EFT81304	29.01.2021	Andrea Lauren Gibbs t/as Barefaced	REAF 2021 Chin Wagon Deposit	5,181.33
EFT81305	29.01.2021	Home Hardware Karratha (Sahajanand Civil Pty Ltd T/as)	General Hardware Items - Various	31.55
EFT81306	29.01.2021	Harvey Norman Karratha (Rathasupa No. 2 Trust t/as)	REAP - 1 x external hard drive	168.00
EFT81307	29.01.2021	Iris Consulting Group Pty Ltd	Training - Sentencing Disposal and Archiving e-Course	800.00
EFT81308	29.01.2021	Connect Call Centre Services	After Hours Call Centre Service - Dec 2020	1,194.60
EFT81309	29.01.2021	Icon Film Distribution Pty Ltd	REAP Cinema - Fatman - 19/12/20	165.00
EFT81310	29.01.2021	Invarion Rapidplan Pty Ltd	IT - RapidPlan Rapid License Renewal	412.50
EFT81311	29.01.2021	Intent Building Contracting Pty Ltd	TC Damien 2020 - Wickham Amenities Building - Veranda Cyclone Repairs	13,970.08
EFT81312	29.01.2021	Jason Sign Makers	Stores - Aluminium Sign digital print with 5 yr overlaminat	127.05
EFT81313	29.01.2021	Karratha Signs	REAP - Pete Rowsthorn 1 x A1 Sized Poster Print On Coreflute For Foyer Display	71.50
EFT81314	29.01.2021	JDA Consultant Hydrologists (Jim Davies & Associates Pty Ltd t/as)	Design Works - Roof Stormwater Runoff Distance Guide - Nov/Dec 2020	5,445.00
EFT81315	29.01.2021	Jolly Good In Car Audio and Entertainment T/A Jolly Good Auto Electric	Plant Repairs - Various	1,372.95
EFT81316	29.01.2021	JCB Construction Equipment Australia (CFC Holding Pty Ltd)	Stock - Air Filter (JCB 32925682)	89.23
EFT81317	29.01.2021	JDSI Consulting Engineers	Murujuga National Park - RFQ Scope & Specification for Hydrologist and Structural Engineer	2,420.00
EFT81318	29.01.2021	Kraus Claudia (Wild Wonders Art t/as)	The Base - Art & Design - Facilitator For Weekly Art Program Including Materials x 6 Weeks	1,571.50
EFT81319	29.01.2021	MM Electrical Merchandising	Kta Depot - Off White Test and Tag Rolls (250) for PAT Tester	507.10
EFT81320	29.01.2021	Emerge Associates	Change to Price Schedule for City Centre Works	858.00
EFT81321	29.01.2021	Minprovis International Pty Ltd	Staff housing - Repair side gate latch, Repair Access Step to Compactor	1,414.77
EFT81322	29.01.2021	Mowmaster Turf Equipment (tfft D & S Harrison Family Trust t/as)	Plant Parts for Repairs (Various)	82.00
EFT81323	29.01.2021	NYFL - Cossack Management	Cossack Management Services - Annual CPI Increases	17,766.61

Chq/EFT	Date	Name	Description	Amount
EFT81324	29.01.2021	Nespresso Professional (Nestle Australia Ltd t/as)	IPC - Coffee Pods Stock	948.00
EFT81325	29.01.2021	National Audio Systems Pty Ltd	REAP - 1 x 6 Crewcom CRP-CLIP-KIT	103.80
EFT81326	29.01.2021	Oceanis International Pty Ltd	WRP Pool Remediation Works - Progress Claim	3,300.00
EFT81327	29.01.2021	OTR Tyres (TKPH Pty Ltd)	Plant Repairs (Various)	357.50
EFT81328	29.01.2021	Pilbara Distributors Pty Ltd	Stock - Cleaning Products	835.40
EFT81329	29.01.2021	Pilbara Copy Service	Printing & Photocopy Charge - Various	1,312.44
EFT81330	29.01.2021	Repco Auto Parts (GPC Asia Pacific)	Stock - Fuel Filter (Hitachi 4719920)	28.33
EFT81331	29.01.2021	Red Dot Stores	WRF - January 2021 School Holiday Program Items	74.98
EFT81332	29.01.2021	Rialto Distribution Pty Ltd	REAP Cinema - Four Kids and It - Nov 2020	518.10
EFT81333	29.01.2021	Richose Pty Ltd	Plant Parts for Repairs (Various)	1,244.96
EFT81334	29.01.2021	Statewide Bearings	Plant Parts for Repairs (Various)	92.40
EFT81335	29.01.2021	Kmart Karratha	WRF - January 2021 School Holiday Program Items, IPC - Socks for Onsale, Pound - Animal Food/Bowls	445.75
EFT81336	29.01.2021	Seek Limited	HR - Flexible Job Ad Budget	5,500.00
EFT81337	29.01.2021	Sony Pictures Releasing	REAP Cinema - Happiest Season - Dec 2020	385.25
EFT81338	29.01.2021	Scope Business Imaging	Printing & Photocopy Charge - Various	319.98
EFT81339	29.01.2021	Spare Parts Puppet Theatre	REAF - Instalment 1- String Symphony interactive performances 12/03/21 - 14/03/21	25,080.00
EFT81340	29.01.2021	Specialised Truck Services	Cancelled Payment	0.00
EFT81341	29.01.2021	Sanity Music Stores Pty Ltd	Libraries - New Resources	954.33
EFT81342	29.01.2021	Schneider Electric (Australia) Pty Ltd	KLP, REAP & Main Admin - Quarterly Maintenance of BMS Equipment	20,883.69
EFT81343	29.01.2021	SwissPlus ID Pty Ltd	Animal Control - RT250 Wand Reader BT4 60cm Inc Bluetooth USB Cable & Lithium Ion Battery	1,383.80
EFT81344	29.01.2021	Talis Consultants Pty Ltd T/a Talis Unit Trust	Sharpe Avenue Traffic Calming Design	1,415.97
EFT81345	29.01.2021	Universal Pictures International Australasia Pty Ltd	REAP Cinema - The War with Grandpa - Jan 2021	1,087.63
EFT81346	29.01.2021	Woolworths Group Limited	REAP Kiosk Supplies, IPC - Café Supplies, WRF - Holiday Program Items, Pound - Cat food	1,245.41
EFT81347	29.01.2021	Waste Management And Resource Recovery Association Of Australia Ltd	WMRR - Membership Subscription Corporate / Government 1	505.00
EFT81348	29.01.2021	West Australian Newspapers Limited	Advertising - Various	992.64
EFT81349	29.01.2021	Water Infrastructure Science And Engineering (WISE)	WWTP - DWER License AER & AACR	2,684.00
EFT81350	29.01.2021	Windsocks Australia Pty Ltd	Windsocks x 3	830.50
EFT81351	29.01.2021	Yurra Pty Ltd	Ground Maintenance - Wickham Recreation Precinct	33,916.92
EFT81352	29.01.2021	Blue Hat Cleaning Services T/as Dameel Cleaning Services	Kta Airport - Environmental Cleans to Lounge Jan 2021	1,610.40
EFT81353	29.01.2021	Norwest Sand & Gravel Pty Ltd	Cemetery Maintenance - Supply Sand For Grave Fill - Wickham 10 tonne	330.00
EFT81354	29.01.2021	Poinciana Nursery	Plant Stocks	186.95

Chq/EFT	Date	Name	Description	Amount
EFT81355	29.01.2021	Rol-wa Pty Ltd T/a Allpest Wa	Termite and Singapore Ant Inspection November 2020 - Various Locations	1,512.50
EFT81356	29.01.2021	Ausolar Pty Ltd	RAC - Replace BBQ, REAP - Replace LED Feature Lights, Windy Ridge Oval - Elect Assessment on Flood Lights	16,182.30
EFT81357	29.01.2021	Kennards Hire Pty Limited	Machinery Hire Charges - Various Projects	633.48
EFT81358	29.01.2021	Manning Pavement Services Pty Ltd T/a Karratha Asphalt	Munga Ct - Road Maintenance - Asset Segment: RD8140128-1 Chainage 0-150m	12,984.68
EFT81359	29.01.2021	Roebourne Dingo Hire	Removal of Abandoned Vehicle	165.00
EFT81360	29.01.2021	Reece Pty Ltd	Retic & Plumbing Stock Items	11,001.69
EFT81361	29.01.2021	Shelf Cleaning Services	FBCC & TYS - Cleaning Services, Dec 2020	11,945.81
EFT81362	29.01.2021	Turf Whisperer (Turf Life Pty Ltd t/as)	Bulgarra Playspace - Laying of 260m2 of cut turf from Dampier, Hampton Oval - Reduce Turf Shoulder at Wicket Block	8,525.00
EFT81363	29.01.2021	BSA Advanced Property Solutions (WA) Pty Ltd	Planned Maintenance - Quarterly AC Maintenance, Various Locations	11,880.00
EFT81364	29.01.2021	Dampier Plumbing & Gas (t/f DPG Trust)	REAP - Install a New Hose Tap in the Cleaners Room, Kta Airport - Repair Potable Pump, Unblock Urinals, Repair Water Fountain, Staff Housing - Various Plumbing Repairs to taps & Toilets, TYS - Repair Taps, Pt Samson - Repairs to Toilets/Urinals	5,217.04
EFT81365	29.01.2021	G Burgess	KTVC Tour Refund Incorrect Tour Price Charged	80.00
EFT81366	29.01.2021	D Dymock	Security Subsidy Reimb	500.00
EFT81367	29.01.2021	R Hugo	Refund - Staff Airport Parking Card Bond	50.00
EFT81368	29.01.2021	A Lavell	Security Subsidy Reimb	500.00
EFT81369	29.01.2021	N and A Muller	Security Subsidy Reimb	500.00
EFT81370	29.01.2021	T Muller	Security Subsidy Reimb	500.00
EFT81371	29.01.2021	K Vincent	Security Subsidy Reimb	137.00
EFT81372	29.01.2021	Tropical Pools (t/f Prestige Projects Trust t/as)	WAC - RFT40-18/19 Pool Remediation Progress Claim #8	129,518.31
EFT81373	29.01.2021	Karratha & Districts Chamber Of Commerce (KDCCI)	Cancelled Payment	0.00
EFT81374	29.01.2021	Karratha & Districts Chamber Of Commerce (KDCCI)	Try Local Cash - COVID-19 Assistance	18,780.75
EFT81375	05.02.2021	Command IT Services	CCTV Strategy Implementation - Progress Claim, WRP - Additional Cameras/Cabling	137,721.10
EFT81376	05.02.2021	LGIS (Walga)	Endorsement - 30/06/2019 - 30/06/2020 - Performance Based Adjustment	87,120.00
EFT81377	05.02.2021	303 Mullenlowe Australia Pty Ltd	Place Branding Services	44,638.00
EFT81378	05.02.2021	Dampier Plumbing & Gas (t/f DPG Trust)	Lewandowski Park - Poly Welding of 110mm Pipe to 100mm PVC Pipe for Underbore, Marsh Way - Repair External Drainage Issues, Tambrey Park - Repair Water Meter, KLP Oval - Repair Leak on ERS Feed Line, Kta Airport - Raise Sewer Inspection, TYS - Repair Drink Fountain, Depot - Repair Disabled Toilet, WCH - Repair Library Chiller Tap, PBFC - Water Softener Maintenance	9,703.98
EFT81379	05.02.2021	Water Corporation	Water Usage Charges - various locations	24,857.07
EFT81380	05.02.2021	Telstra Corporation Ltd	Telephone Usage Charges - Various	7,620.26
EFT81381	05.02.2021	Horizon Power	Electricity Usage Charges - Various	1,676.58
EFT81382	05.02.2021	Elgas Ltd	Hearsons Cove - Replacement BBQ Gas Bottles	39.75
EFT81383	05.02.2021	Wesfarmers Kleenheat Gas Pty Ltd	Staff Housing - Cylinder Service Charges (Various)	429.00

Chq/EFT	Date	Name	Description	Amount
EFT81384	05.02.2021	R Hall	Reimbursement for Fuel for Company Vehicle - 25/01/2021	187.31
EFT81385	05.02.2021	D Hage	Security Subsidy Reimb	394.00
EFT81386	05.02.2021	G Hughes	Security Subsidy Reimb	249.00
EFT81387	05.02.2021	A Smith	Security Subsidy Reimb	339.00
EFT81388	05.02.2021	N Salman	Security Subsidy Reimb	222.30
EFT81389	05.02.2021	E Surrall	Security Subsidy Reimb	500.00
EFT81390	05.02.2021	W.T.H Pty Ltd (t/as Avis Australia)	Refund for Duplicate Fine that was Paid by Avis	274.10
EFT81391	05.02.2021	Jupps Floorcoverings Karratha Pty Ltd	WRP - Install Splash Pad	2,600.00
EFT81392	05.02.2021	Dampier Community Association	DCH Community Module Management Services Q3 - January 1 to March 31 2021	18,750.00
EFT81393	05.02.2021	Hart Sport	KLP/WRF - Programs and Sports Equipment	1,036.20
EFT81394	05.02.2021	Hathaways Lubricants	Stock - Lubricants / Oils (Various)	1,550.85
EFT81395	05.02.2021	Host Corporation Pty Ltd t/a Host Direct	REAP - Equipment Purchase for Functions	949.96
EFT81396	05.02.2021	Roebourne School P&c	Civic - Seniors Christmas Party Roebourne - 10/12/20 - 50c Hall - Catering Set Up Pack Down	4,312.00
EFT81397	05.02.2021	St John Ambulance - Karratha	Civic Events - 2020 Guy Fawkes - 7/11/20 2x First Aid Officers, First Aid Supplies for Kits	572.89
EFT81398	05.02.2021	Royal Life Saving Society WA Inc	HR - Pool Operators Course	17,996.00
EFT81399	05.02.2021	Helloworld Travel Karratha	Return Flights for Environmental Health Coordinator to Attend Environmental Health State Conference 2021	767.00
EFT81400	05.02.2021	TNT Express	Freight Charges - Various	700.87
EFT81401	05.02.2021	Thrifty Car Rental	Car Hire - Dir Corp, Perth Meetings Perth 5-7/01/2020	132.89
EFT81402	05.02.2021	Atom Supply	Stock - Concrete Premix Pallet, 240v Pump, Hammerlock Link Chan, Star Pickets, Consumables, HR - Safety Boots	2,886.72
EFT81403	05.02.2021	Allwest Drilling Pty Ltd	Transport Pipe from Reece Plumbing to Lewandowski Park	363.00
EFT81404	05.02.2021	Nancy Gillespie	KTVC Sales - Nov 2020	24.65
EFT81405	05.02.2021	The Golden Lampstand Pty Ltd T/as Grateful Remnants	KTVC Sales - Dec 2020	93.50
EFT81406	05.02.2021	Tracey Anne Heimberger t/as Tracey H Photography	KTVC Sales - Oct 2020	2.12
EFT81407	05.02.2021	Harrison Elissa (t/as Red Earth Soaps)	KTVC Sales - Nov 2020	6.38
EFT81408	05.02.2021	Melon Heart	KTVC Sales - Nov 2020	0.85
EFT81409	05.02.2021	J Blackwood & Son Pty Limited	HR - Uniforms, Stock - Earplugs, Cable ties, Windex, Silicone, Gloves	658.05
EFT81410	05.02.2021	GPC Asia Pacific Pty Ltd (NAPA t/as)	Plant Parts for Repairs (Various)	1,250.98
EFT81411	05.02.2021	BP Australia Pty Ltd	Fleet Fuel - December 2020	4,932.31
EFT81412	05.02.2021	Chadson Engineering Pty Ltd	Stock - Palintest Tablets DPD-XF AP013	82.50
EFT81413	05.02.2021	Cabcharge Australia Pty Ltd	Cabcharge - Taxi Fares, Dec 2020 & Jan 2021	176.81
EFT81414	05.02.2021	Comtec Data Pty Ltd	WRP Bistro - Rectify Locking Issues w/ the TAB Doors, Repair Sound Controller, KLP - Repair 24hr Gym Access Door, Pegs Pavilion - Replace Dome Covers, Kta Airport - Repair Airside Lounge Door	4,279.00
EFT81415	05.02.2021	Clayton Utz	Legal Services - Nov/Dec 2020	9,875.25
EFT81416	05.02.2021	Computers Now Pty Ltd	Plant & Equipment - Dell Latitude 3510 15.6 notebook & Keyboards	2,417.05

Chq/EFT	Date	Name	Description	Amount
EFT81417	05.02.2021	DBR Industrial Products Pty Ltd	Stock - Red Roar R20	231.00
EFT81418	05.02.2021	ELKA Projects And Maintenance (Cardew Holdings Pty Ltd)	P&G City Centre - Pot Holing Retic near Pelago Due to Issues w/ Tree Stumps	222.75
EFT81419	05.02.2021	Feel Creative Pty Ltd	IT - Website Development - Retainer	3,520.00
EFT81420	05.02.2021	Fortus Group (Founder Enterprises P/L t/as)	Stock - Plow Bolt Grader (Caterpillar 4F-3657)	67.72
EFT81421	05.02.2021	Global Security Management (WA)	KTA Main Admin - Security Patrols - January 2021	1,734.84
EFT81422	05.02.2021	G Bishops Transport Services Pty Ltd aft GBT Services Trust	Freight Charges - Various	270.45
EFT81423	05.02.2021	WA Library Supplies (PIC Enterprises Pty Ltd)	Kta Library - Utility Trolley for Book Covering	293.00
EFT81424	05.02.2021	West-Sure Group	Kta Airport Car Park Aps - Cash Collection - December 2020	289.28
EFT81425	05.02.2021	West Coast Fireworks Pty Ltd	Australia Day Celebration - 26/01/21 - Dampier Foreshore - Fireworks Display	11,000.00
EFT81426	05.02.2021	Greensafe Pty Ltd	TC Damien - Supply And Fit Water Damaged Motor And Gearbox To KLP 3 x Replacement Pulley And Shafts	3,620.10
EFT81427	05.02.2021	Home Hardware Karratha (Sahajanand Civil Pty Ltd T/as)	General Hardware Items - Various	769.74
EFT81428	05.02.2021	Harvey Norman Karratha (Rathasupa No. 2 Trust t/as)	WRF - Replacement Samsung 43 inch TV + Bracket, Camera for Site Investigations/Reporting	1,066.00
EFT81429	05.02.2021	Intent Building Contracting Pty Ltd	Staff housing - Repair back security screen lock, Depot - Repair Weathershield	987.51
EFT81430	05.02.2021	Karratha Signs	Car ID 1 - Set of 3 Reflective Asset Number Magnets, Depot - Aluminium Sign, Plant - Magnetic City Signs	1,222.10
EFT81431	05.02.2021	Keyspot Services	Civic - VRA 2020 - 1 x 10 year plaque, Key Cutting - various	146.00
EFT81432	05.02.2021	Karratha Veterinary Hospital	Animal Control - Various Services	406.70
EFT81433	05.02.2021	Kwik Kopy Printing Centre	Business Cards - Full Colour Double Sided Matt Laminated 350gms	175.40
EFT81434	05.02.2021	Komatsu Australia Pty Ltd	Plant Parts for Repairs (Various)	843.10
EFT81435	05.02.2021	Karratha Lottery Centre & Newsagency	Civic Events - Citizenship Ceremony 26/01/2021	237.60
EFT81436	05.02.2021	Karratha Machinery Hire	Machinery Hire Charges - Various Projects	308.00
EFT81437	05.02.2021	Kirby Swim Equip Pty Ltd	KLP - Swim school underwater platforms	2,783.00
EFT81438	05.02.2021	Karratha Painting Pty Ltd	WRP Bistro - Patching and Painting Works Where Lights Have Been Removed	5,346.00
EFT81439	05.02.2021	Karratha Timber & Building Supplies	General Hardware Items - Various	1,319.55
EFT81440	05.02.2021	Westrac Equipment Pty Ltd	Plant Parts for Repairs (Various)	755.61
EFT81441	05.02.2021	Woolworths Group Limited	IPC - Cafe Supplies, HR - Xmas Stockings for Staff, KLP - Office Supplies, REAP - Function Supplies	717.06
EFT81442	05.02.2021	Weymul Holdings Pty Ltd	Drainage Maint - Cattrall Park Contract Labour Hire for park drain outlet works	5,720.00
EFT81443	05.02.2021	Landgate	Land Enquiry/Certificate of Title Expenses - December 2020	145.54

Chq/EFT	Date	Name	Description	Amount
EFT81444	05.02.2021	Leidos Security Detection & Automation Australia Group Pty Ltd	Karratha Airport - Maintenance Service Agreement for CBS x-ray equipment - January 2021, Purchase of Hand Held Metal Detector	6,871.70
EFT81445	05.02.2021	Leethall Constructions Pty Ltd	Water Corp Reinstatements - Residential Properties	5,383.73
EFT81446	05.02.2021	MM Electrical Merchandising	KLP - Replacement Steel Electrical Pit Lid x 2	484.00
EFT81447	05.02.2021	Mak Industrial Water Solutions Pty Ltd	KGC - Inspection of Leaking Golf Course Pump 3	809.60
EFT81448	05.02.2021	Minprovisse International Pty Ltd	Plant - Repair Threads on Compactor Blade	587.95
EFT81449	05.02.2021	AssetVal (Marsh Pty Ltd t/as)	KTA Airport - Prepare and supply of Airport Terminal and Workshop Emergency Evacuation Diagrams.	2,420.00
EFT81450	05.02.2021	NBS Signmakers	Street Signs - Blades / Brackets	1,186.02
EFT81451	05.02.2021	NW Communications & IT Specialists	TC Damien 2020 - WTS - Investigate Antenna Damaged By Cyclone Quote to Replace	297.00
EFT81452	05.02.2021	Narrak Emergency Management Solutions Pty Ltd T/A Apex Governance Risk	KTA Airport - Facilitation of Tabletop Emergency Exercise June 2020	7,080.00
EFT81453	05.02.2021	Ixom Operations Pty Ltd (Orica)	Cylinder Rental Charges - Various Locations	3,023.07
EFT81454	05.02.2021	Pilbara Distributors Pty Ltd	Staff housing - Gas Bottle	190.00
EFT81455	05.02.2021	PTM Pilbara Traffic Management Pty Ltd	2020 Guy Fawkes Traffic Management, Naidoc Concert 2020 - Traffic Management, MRWA Approved TMP	2,777.50
EFT81456	05.02.2021	Parkers Yellowmetal Pty Ltd	Stock - Bollard White Powder Coated x 50	6,600.00
EFT81457	05.02.2021	PLK Enterprises Pty Ltd t/as AISAT Instruments	Plant - Inspect Repair and Test Dash Cluster	181.50
EFT81458	05.02.2021	Profix Glass Karratha Pty Ltd	KLP - Replaced Sliding Window Security Screen Rollers to Outdoor Basketball Court Window	188.85
EFT81459	05.02.2021	Quality Press	Australia Day Program 2021 Printing	593.15
EFT81460	05.02.2021	Repco Auto Parts (GPC Asia Pacific)	Plant Parts for Repairs (Various)	67.14
EFT81461	05.02.2021	Red Dot Stores	January 2021 School Holidays - Canvas Needed for Art Factory	140.85
EFT81462	05.02.2021	Regal Cream Products Pty Ltd	REAP Kiosk - choc top restocking	368.59
EFT81463	05.02.2021	Statewide Bearings	Stock - Gates Belt (V TR24562)	186.96
EFT81464	05.02.2021	Kmart Karratha	WRF - Lamp Replacement Group Fitness Incidentals USBs Bike Locks, WRP - Rec Program Equipment, KLP - Gloss Paper & Laminating Sheets	531.00
EFT81465	05.02.2021	Southern Cross Austereo Pty Ltd	Arts Development - Christmas Light Competition - Radio Ad - Dec 2020	1,287.00
EFT81466	05.02.2021	Social Pinpoint Pty Ltd	Online Public Transport Engagement - 6 Month Consultant Subscription to Jun 2021	4,488.00
EFT81467	05.02.2021	Sports Turf Technology Pty Ltd	WRG - Consultant Inspection of Wickham Oval for turf renovations	7,227.00
EFT81468	05.02.2021	Trasan Contracting Pty Ltd	Staff housing - Roof Repairs, Dalgety House - Patch Holes in External Walls, Kta Cemetery - Repair Toilet Door	5,988.68
EFT81469	05.02.2021	Tyrepower Karratha (Jollys Autocentre Pty Ltd)	Plant Parts for Repairs (Various)	678.00
EFT81470	05.02.2021	Blue Hat Cleaning Services T/as Damel Cleaning Services	Kta Airport - Environmental Cleans - Gate Lounge 1 2 & 3 - Jan 2021	1,207.21

Chq/EFT	Date	Name	Description	Amount
EFT81471	05.02.2021	Karratha International Hotel (Ringthane Pty Ltd t/as)	Arts Dev - Peter Rowsthorn Rider	24.99
EFT81472	05.02.2021	Poinciana Nursery	MRWA - Brush Cutting - North West Coast Hwy, Brush Cutting / Drainage Works - Various Locations	16,614.26
EFT81473	05.02.2021	Rol-wa Pty Ltd T/a Allpest Wa	Termite and Singapore Ant Inspections Nov 2020	137.50
EFT81474	05.02.2021	Ausolar Pty Ltd	PBFC - External LED Lighting Works, Kta Airport - Install 10 x LED Lights and 7 x Floor Boxes, Find Fault on Wind Direction Indicator Cable, REAP - External Feature Luminaire Works, KLP - Replace LED Lights, Bulgarra West Oval - Reconfigure Light Token Box	20,868.92
EFT81475	05.02.2021	BSA Advanced Property Solutions (WA) Pty Ltd	Planned Works - October 2020 - Monthly Chiller / Air conditioner Maintenance	8,140.00
EFT81476	05.02.2021	Manning Pavement Services Pty Ltd T/a Karratha Asphalt	Stormwater Projects - 7mm Asphalt Hot Mix	653.40
EFT81477	05.02.2021	North West Tree Services	TC Damien - Post Cyclone Tree Work in CofK Towns - 30/11/20 - 15/12/20	4,780.60
EFT81478	05.02.2021	Roebourne Dingo Hire	Removal of Abandoned Vehicles	1,430.00
EFT81479	05.02.2021	Reece Pty Ltd	Retic & Plumbing Stock Items	8,475.24
EFT81480	05.02.2021	Manning Pavement Services Pty Ltd T/a Karratha Asphalt	Road Maint - Asphalt Works (Supply and Laying of Asphalt and Profiling Services) Various Locations	132,001.96
EFT81481	05.02.2021	City Of Karratha	Payroll deductions	657.03
EFT81482	05.02.2021	T Swetman - (Mortgage Account)	Home Ownership Allowance	555.00
EFT81483	05.02.2021	T Corfield & L Royal (Mortgage Account)	Home Ownership Allowance	225.00
EFT81484	05.02.2021	L Gan - (Mortgage Account)	Home Ownership Allowance	520.00
EFT81485	05.02.2021	C Gorman (Mortgage Account)	Home Ownership Allowance	400.00
EFT81486	05.02.2021	P Heekeng - (Mortgage Account)	Home Ownership Allowance	350.00
EFT81487	05.02.2021	S Kot (Mortgage Account)	Home Ownership Allowance	870.00
EFT81488	05.02.2021	C King (Mortgage Account)	Home Ownership Allowance	150.00
EFT81489	05.02.2021	Maxxia Pty Ltd	Payroll deductions	51,984.37
EFT81490	05.02.2021	N Milligan - (Mortgage Account)	Home Ownership Allowance	479.64
EFT81491	05.02.2021	J Patel (Mortgage Account)	Home Ownership Allowance	300.00
EFT81492	05.02.2021	E Saral (Mortgage Account)	Home Ownership Allowance	625.00
EFT81493	05.02.2021	A Virkar (Mortgage Account)	Home Ownership Allowance	300.00
EFT81494	10.02.2021	Australian Taxation Office	Payroll deductions	290,822.00
EFT81495	10.02.2021	Child Support Agency	Payroll deductions	1,346.11
EFT81496	12.02.2021	Chefmaster Australia	Stock - Bin Liners	1,484.88
EFT81497	12.02.2021	Winc Australia Pty Limited	Stationery Items (Various Departments)	2,224.26
EFT81498	12.02.2021	Hathaways Lubricants	Stock - Lubricants / Oils (Various)	2,034.69
EFT81499	12.02.2021	Spectacles 241	HR - Staff Prescription Safety Glasses	440.00
EFT81500	12.02.2021	KAW Engineering Pty Ltd	Pt Samson Boardwalk - Mechanical damage repairs to the PT Samson Boardwalk	5,478.00
EFT81501	12.02.2021	Les Mills Aerobics Australia	KLP - Les Mills License Fees - February 2021	1,855.64

Chq/EFT	Date	Name	Description	Amount
EFT81502	12.02.2021	Karratha Solar Power No 1 Pty Ltd	KTA Airport - Solar Power : Dec 2020	115,712.10
EFT81503	12.02.2021	Blue Hat Cleaning Services T/as Damel Cleaning Services	Cleaning Services - January 2021 (Various Locations)	148,354.43
EFT81504	12.02.2021	Atom Supply	Stock - CM6 Chain Galvanised 6mm, HR - Uniforms, Safety Boots, Stock - Concrete Premix, Hydration Sachets, Hand Cleaner	7,071.23
EFT81505	12.02.2021	Ausolar Pty Ltd	REAP - Install new flood and adjust speakers, FBCC - Install West Wing Change Room meter, Footpath Light Replacement for Truck Breakdown Area, Wick Child Health - Replace Switchboard & Security Light, Install New Circuits Repair Faulty Light Switches, RAC - Replace Light Fittings, Testing/Tagging - Various Locations	46,187.69
EFT81506	12.02.2021	BSA Advanced Property Solutions (WA) Pty Ltd	DCH - Sewerage Pump Fault Monitoring - Integrate Existing into BMS Platform, WRP - Repair AC's throughout, Wickham Bistro - Rectify Temperature to Cool Room	7,693.29
EFT81507	12.02.2021	Dampier Plumbing & Gas (t/f DPG Trust)	Staff housing - Water Main Replacement, Scheduled Maint - Water Filters (Various Locations) Kta Airport - Install new 100mm Fire Hydrant Riser, WRP - Repair Water Leak, RAC - Replace Leaking RPZ Valve Poolside	31,185.68
EFT81508	12.02.2021	Karratha International Hotel (Ringthane Pty Ltd t/as)	Australia Day Awards Breakfast Catering - 26/01/21, Citizenship Ceremony Catering	5,440.00
EFT81509	12.02.2021	Norwest Sand & Gravel Pty Ltd	Cemetery Maintenance - Wickham Pindan Sand - 10 tonnes	385.00
EFT81510	12.02.2021	North West Training & Inspection Services Pty Ltd T/as North West Oil	HR - Rigging Basic - 19-23/20/2020	1,620.00
EFT81511	12.02.2021	Parry's Merchants	RAC & IPC - Food Supplies / Kiosk Stock	1,597.55
EFT81512	12.02.2021	St John Ambulance - Karratha	HR - Provide First Aid - Dec 2020, First Aid Supplies	396.71
EFT81513	12.02.2021	Signswest Stick With Us Sign Studio	Wickham Boat Ramp - Aluminium double sided signs, Kta Airport - Circle Decals for floor	2,808.30
EFT81514	12.02.2021	Sealanes (1985) Pty Ltd	REAP Kiosk - Popcorn Supplies	1,100.01
EFT81515	12.02.2021	Helloworld Travel Karratha	Flights - Apprentice TAFE Blocks Feb 2021	1,120.00
EFT81516	12.02.2021	TNT Express	Freight Charges - Various	16.46
EFT81517	12.02.2021	The Retic & Landscape Shop	Stock - Signal 3G/4G Modem SD-MD	827.31
EFT81518	12.02.2021	Visimax	Animal Control Expenses - 3 x Dispenser Lid, 2 x Locking Screw - for Dispenser Lid	75.00
EFT81519	12.02.2021	Rol-wa Pty Ltd T/a Allpest Wa	DCH - Investigate/Treat several wasp clusters at Entrance	137.50
EFT81520	12.02.2021	Murchison Boat Hire (Barker Transport Engineering Pty Ltd t/as)	KTVC Tours - Jan 2021	1,150.00
EFT81521	12.02.2021	Richard Edmond Fenny	KTVC - Purchase 10 x Books 'Red Dog Vet'	300.00
EFT81522	12.02.2021	Integrity Coach Lines (Aust) Pty Ltd	KTVC Tours - 1-15/01/21	440.64
EFT81523	12.02.2021	Nielsen Liquid Waste Services Pty Ltd	Grease Trap Waste Removals & Sewer Pump Out Services (Various Locations)	5,008.90
EFT81524	12.02.2021	Nauman Nicola t/as Evening Glow Candles	KTVC Consignment Sales - December 2020	90.95
EFT81525	12.02.2021	Pilbara Dive And Tours (Natalie Callanan t/as)	KTVC Tour Sales - January 2021	1,700.00

Chq/EFT	Date	Name	Description	Amount
EFT81526	12.02.2021	Roebourne Dingo Hire	Removal of Abandoned Vehicles	165.00
EFT81527	12.02.2021	Reece Pty Ltd	Retic & Plumbing Stock Items	13,827.16
EFT81528	12.02.2021	Turf Guru Landscapes Pty Ltd	P&G - 5 x Days Hire of mini Excavator, Retic Works - 4 Days	5,060.00
EFT81529	12.02.2021	Turf Whisperer (Turf Life Pty Ltd t/as)	P&G KLP & Windy Ridge Ovals - Hollow Tine Core - Jan 2021	9,889.61
EFT81530	12.02.2021	Wormald Australia Pty Ltd	PBFC - Investigate Repair & Report on fault on Fire Indicator Panel, Scheduled maintenance of System	1,242.37
EFT81531	12.02.2021	Bunzl Brands And Operations Pty Ltd	P&G - Particulate Respirator 9322A+P2	155.05
EFT81532	12.02.2021	J Blackwood & Son Pty Limited	Stock - Gloves Disposable, Containers, HR - Uniforms Stock	1,093.69
EFT81533	12.02.2021	Auslec (L & H Group t/as)	KLP - Emergency Stop Buttons, S/Steel Zip Ties for Pool Deck	250.31
EFT81534	12.02.2021	Austswim Limited (melbourne)	Austswim Instructor Licence Renewal - to 01/12/2023	255.00
EFT81535	12.02.2021	Advam Pty Ltd	Kta Airport - Monthly Support Services Jan 2021	273.86
EFT81536	12.02.2021	GPC Asia Pacific Pty Ltd (NAPA t/as)	Plant Parts for Repairs (Various)	913.00
EFT81537	12.02.2021	AMD Audit & Assurance Pty Ltd	Audit Fees - Sign off of Deferred Pensioner Rates Certification	440.00
EFT81538	12.02.2021	Australian Port & Marine Services Pty Ltd	Australia Day - 26/01/21 Fireworks Barge - Tom Welsby Vessel Hire	9,900.00
EFT81539	12.02.2021	Aquatic Services WA Pty Ltd	KLP & RAC - Annual Plant Room Servicing Works - Nov/Dec 2020	7,767.66
EFT81540	12.02.2021	Australian Laboratory Services Pty Ltd (ALS)	WWTP Sampling Analyses	137.72
EFT81541	12.02.2021	Allwest Drilling Pty Ltd	KLP - Locate and scan the lighting & electrical service from two pits	319.00
EFT81542	12.02.2021	A. J Weatherburn & M. P Weatherburn TA Auscoinswest	Purchase Red Dog Coins x 250 & Coin Collector Albums x 5	341.00
EFT81543	12.02.2021	ATI Parts Australia	Workshop consumables - Roll of Plastic Disposable Car Seat Covers, Plant Parts for Repairs - Various	2,431.68
EFT81544	12.02.2021	Bulgarra Glory Soccer Club	COVID-19 Community Assistance	1,880.00
EFT81545	12.02.2021	Department of Mines Industry Regulation and Safety (DMIRS)	BSL Receipts - Jan 2021	6,779.25
EFT81546	12.02.2021	BP Australia Pty Ltd	Fleet Fuel - January 2020	5,902.45
EFT81547	12.02.2021	Coca-Cola Amatil (Holdings) Ltd	RAC - Kiosk Drink Stocks	679.35
EFT81548	12.02.2021	Cleverpatch Pty Ltd	WRP - Christmas Work Shop and Early Years Play Program (EYPP) Christmas Activities	1,162.18
EFT81549	12.02.2021	Command IT Services	Security Alarm Monitoring - February 2021	203.50
EFT81550	12.02.2021	Comtec Data Pty Ltd	REAP - WT#38390 Repair cable gate, IPC - Repair Entrance Gate	1,127.50
EFT81551	12.02.2021	Corsign WA Darwin Plant Wholesalers	Street Signs - T1-5B Symbolic workman, Reduce Speed	6,264.50
EFT81552	12.02.2021	Daysafe Training & Assessing	Plant Stocks	1,570.25
EFT81553	12.02.2021	Daysafe Training & Assessing	HR - Training, Traffic Management, Chief Fire Warden, Forklift	11,720.00
EFT81554	12.02.2021	Dr Lisa Pearce t/as Karratha Mobile Veterinary Services Pty Ltd	Animal Control Services (Various)	73.40
EFT81555	12.02.2021	E & MJ Rosher Pty Ltd	Plant Parts for Repairs (Various)	778.34

Chq/EFT	Date	Name	Description	Amount
EFT81556	12.02.2021	Ensystex Australasia Pty Ltd	Stock - Gorilla Mouse Trap RDTF1012	30.25
EFT81557	12.02.2021	Edge Digital Technology Pty Ltd	REAP Monthly Projector Service Fee - January 2021	434.50
EFT81558	12.02.2021	Parker Hannifin (Australia) Pty Ltd	Plant - 1.0 kg AB(E) Dry Chemical Powder Fire Extinguisher	74.80
EFT81559	12.02.2021	Electric Images Australia (Gavin Lee Canning)	KTVC Consignment Sales - December 2020	1,636.25
EFT81560	12.02.2021	Elka Australia (Kratlar Pty Ltd t/as)	KTVC Merchandise Purchase - Red Dog Soft Toys x100 Red Dog Collars x200 Freight	1,747.35
EFT81561	12.02.2021	Farinosi & Sons Pty Ltd	REAP Supplies - 2 x 4L Bondcrete	139.90
EFT81562	12.02.2021	4Cabling Pty Ltd	IT - Special Order: MicroScanner2 Professional Kit (MS2-KIT), HDMI Cables	2,440.88
EFT81563	12.02.2021	Grace Removals Group	HR - Uplift and Relocation Costs for Staff	5,500.00
EFT81564	12.02.2021	Gym Care (Goldpin Corporation Pty Ltd T/as)	KLP - Gym Dual Cable, Gym Cardio Are Powermill with X Console	21,769.00
EFT81565	12.02.2021	Global Security Management (WA)	KLP - Nightly Security Patrols - Jan 2021	3,322.23
EFT81566	12.02.2021	G Bishops Transport Services Pty Ltd aftt GBT Services Trust	Freight Charges - Various	1,051.47
EFT81567	12.02.2021	Just Projectors (GM Multimedia Pty Ltd)	IT - Epson Full HD Projector (EH-TW5600)	1,271.00
EFT81568	12.02.2021	Gamesworld (WA) Pty Ltd t/as Games World	TBW - Games Puzzles Quizzes And Trivia For Term 1 Programs	1,162.46
EFT81569	12.02.2021	Hitachi Construction Machinery	Stock - Air Filter Outer (Hitachi)	241.34
EFT81570	12.02.2021	Studiocanal Pty Ltd	REAP - Movie Screening Fees (Various) Dec 2020	693.00
EFT81571	12.02.2021	House Of Nappies	KLP - Swim Nappies (S M and L)	1,007.03
EFT81572	12.02.2021	Home Hardware Karratha (Sahajanand Civil Pty Ltd T/as)	General Hardware Items - Various	749.22
EFT81573	12.02.2021	Harvey Norman Karratha (Rathasupa No. 2 Trust t/as)	IPC - Food Processor, Sandwich Press, Toaster, Kettle & Hot Plate	736.95
EFT81574	12.02.2021	Steven Douglas Hensby	Arts Development - REAF, 2 x Performances & 1 Workshop - Instalment 1	956.00
EFT81575	12.02.2021	Connect Call Centre Services	After Hours Call Centre Service - November 2020	1,450.90
EFT81576	12.02.2021	Intent Building Contracting Pty Ltd	Millars Well Daycare - Replace Damaged Skylight Cover	566.50
EFT81577	12.02.2021	Jolly Good In Car Audio and Entertainment T/A Jolly Good Auto Electric	Plant Repairs - Various	5,796.32
EFT81578	12.02.2021	Keyspot Services	Animal Control - 1000 Split Rings - 25mm Diameter	330.00
EFT81579	12.02.2021	Karratha Veterinary Hospital	Animal Control Services (Various)	36.70
EFT81580	12.02.2021	Karratha Country Club Inc	HR - Christmas function for Staff - Food package	17,250.00
EFT81581	12.02.2021	Karratha Fluid Power	Rates refund for assessment A47054	1,278.36
EFT81582	12.02.2021	Karratha Machinery Hire	Machinery Hire Charges - Various Projects	3,190.00
EFT81583	12.02.2021	Isentia Pty Limited (Media Monitors Australia Pty Ltd)	Media Monitoring Services - September 2020	2,035.00
EFT81584	12.02.2021	Emerge Associates	Cancelled Payment	0.00
EFT81585	12.02.2021	B Mullen	CAA - Cossack Artist Night Performance	400.00
EFT81586	12.02.2021	Modus Compliance Pty Ltd	Contract Building Surveying Services - Class 10 Application - Various Addresses	1,848.00

Chq/EFT	Date	Name	Description	Amount
EFT81587	12.02.2021	Minprovisse International Pty Ltd	WCH - Investigate & Rectify Gate Hinge to the AC compound	1,914.00
EFT81588	12.02.2021	NBS Signmakers	Aluminium Signs - Various	1,296.79
EFT81589	12.02.2021	NAJA Business Consulting Services	Cancelled Payment	0.00
EFT81590	12.02.2021	Ixom Operations Pty Ltd (Orica)	Cylinder Rental Charges - Various Locations	693.59
EFT81591	12.02.2021	OTR Tyres (TKPH Pty Ltd)	Plant Repairs (Various)	33.00
EFT81592	12.02.2021	Fulton Hogan Industries Pty Ltd (Pioneer Road Services)	Stock - Emulsion 60/170 (1000L CRS)	1,427.80
EFT81593	12.02.2021	Pilbara Distributors Pty Ltd	Stock - Odour Eater / Air Freshener (5 ltr)	501.60
EFT81594	12.02.2021	North Regional Tafe	HR - Diploma Project Management	437.05
EFT81595	12.02.2021	Printsync Norwest Business Solutions	Printing & Photocopy Charge - Various	212.55
EFT81596	12.02.2021	Pilbara First Aid	HR - Provide First Aid Courses - 21/01/2021	3,870.00
EFT81597	12.02.2021	Port Walcott Surf Life Saving Club Inc	Small Community Grants 2021 - Concept Design for New Shed	3,890.00
EFT81598	12.02.2021	Prompt Contracting And Fencing Pty Ltd	Operations Centre - Carry Out Service on Automatic Gates & Report Results	1,320.00
EFT81599	12.02.2021	Propeller Aerobotics Pty Ltd	7 Mile - January 2021 Aerial Survey Upload to Propeller	1,787.50
EFT81600	12.02.2021	Pilbara Windscreen Experts Pty Ltd	Plant Repairs (Various)	1,080.00
EFT81601	12.02.2021	Playmakers Pty Ltd T/as The Play Works	P&G - PN799 x 2 Percussion Hammer	476.08
EFT81602	12.02.2021	Profix Glass Karratha Pty Ltd	WCH - Replace Damaged Windows, WAC - Replace Door Seals	11,594.45
EFT81603	12.02.2021	Repco Auto Parts (GPC Asia Pacific)	Plant Parts for Repairs (Various)	362.49
EFT81604	12.02.2021	Red Earth Flowers	Australia Day Celebrations - Centrepieces Winners Bouquets - Delivery 25/01/2021	540.00
EFT81605	12.02.2021	Fuel Trans Australia Pty Ltd T/a Recharge Petroleum	Stock - Bulk Diesel for Tank @ Waste	18,514.31
EFT81606	12.02.2021	Buster Pearl Pty Ltd ttf The Rowsthorn Family Trust	Cancelled Payment	0.00
EFT81607	12.02.2021	Statewide Bearings	Plant Parts for Repairs (Various)	156.99
EFT81608	12.02.2021	Kmart Karratha	TBW, KLP - Jan Holiday Program Supplies, IPC - Kiosk Stock, REAP - Bar Items & Stools	1,060.05
EFT81609	12.02.2021	Broometown Holdings T/a Subway Karratha	City Wide Programs - Catering for the Amazing Race School Holiday Program - 18/12/20	509.00
EFT81610	12.02.2021	Sodexo	Staff Housing Rent - Feb/Mar 2021	1,516.67
EFT81611	12.02.2021	Securepay Pty Ltd	REAP Ticketing - Payment Gateway Fees For Internet Payment Jan 2021	196.19
EFT81612	12.02.2021	Sony Pictures Releasing	REAP - Monster Hunter 23/01/2021	376.60
EFT81613	12.02.2021	Scope Business Imaging	Printing & Photocopy Charge - Various	455.92
EFT81614	12.02.2021	Specialised Truck Services	Plant - Scan & Remove Engine Codes Where Possible	191.40
EFT81615	12.02.2021	Sanity Music Stores Pty Ltd	Libraries - New Resources	880.89
EFT81616	12.02.2021	Survey Logic Pty Ltd	KLP - Location of Underground Services	10,162.00
EFT81617	12.02.2021	Skipper Transport Parts	Plant Parts for Repairs (Various)	16.53
EFT81618	12.02.2021	South Metropolitan Tafe	HR - Tafe Block Semester 2 (CIII Mobile Plant Technology)	519.29
EFT81619	12.02.2021	Statewide Cleaning Supplies Pty Ltd	Stock - Toilet Paper Roll Dispenser S/S - Jumbo	602.73

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EFT81620	12.02.2021	Satphone Phop Pty Ltd	IT - Iridium Extreme (9575) & Beam LiteDOCK Plus Bundle	5,750.00
EFT81621	12.02.2021	T-Quip	Plant - TOP108-4023 Shaft-Carrier Pivot	110.40
EFT81622	12.02.2021	Trasan Contracting Pty Ltd	Wickham Water Playground - Shade Sails, Retention (Final)	2,166.81
EFT81623	12.02.2021	Illion Tenderlink (Illion Australia Pty Ltd t/as)	Advertising - Tenders	172.70
EFT81624	12.02.2021	Tyrepower Karratha (Jollys Autocentre Pty Ltd)	Plant Parts for Repairs (Various)	190.00
EFT81625	12.02.2021	S Kot	Reimb for Fuel Purchased	98.02
EFT81626	12.02.2021	J Butler	Security Subsidy Reimb	500.00
EFT81627	12.02.2021	J Clare	Rates refund for assessment A23339	561.25
EFT81628	12.02.2021	D Flagg	Kta Airport - Lost Ticket Refund	165.00
EFT81629	12.02.2021	Kisspad Pty Ltd	Refund - Airport Car Park Card Bond Kisspad (d. Maher) #244142 04/02/2015	50.00
EFT81630	12.02.2021	A Minchin	Security Subsidy Reimb	180.50
EFT81631	12.02.2021	S Morgan	Meet the Street Reimb	198.38
EFT81632	12.02.2021	B Mayne and A Scase	Vehicle Crossover Subsidy	864.00
EFT81633	12.02.2021	R Mullane	Refund - Swim Lessons Paid Twice in Error - R Mullane	270.00
EFT81634	12.02.2021	C Perry	Reimbursement - KTA Airport Lost Ticket	99.00
EFT81635	12.02.2021	K Rio	Security Subsidy Reimb	148.05
EFT81636	12.02.2021	G Rajayogam	Refund for Membership - Leisureplex - Customer No Longer in Karratha	179.00
EFT81637	12.02.2021	United Party Hire (Wildwater Holdings Pty Ltd t/as)	REAP - Equipment & Venue Hire - Meetings, 16-17/11/2020	2,392.50
EFT81638	12.02.2021	Universal Pictures International Australasia Pty Ltd	REAP - The Croods - A New Age, Jan 2021	3,266.80
EFT81639	12.02.2021	UPS Solutions (TTF Leda Australia Unit Trust t/as)	IT - Netbotz Room Monitor 355	2,761.00
EFT81640	12.02.2021	Karratha Timber & Building Supplies	General Hardware Items - Various	608.66
EFT81641	12.02.2021	Vorgee Pty Ltd	KLP - Goggles for Sale	891.00
EFT81642	12.02.2021	Westrac Equipment Pty Ltd	Plant Parts for Repairs (Various)	835.52
EFT81643	12.02.2021	Woolworths Group Limited	TBW & KLP - School Holiday Program Supplies, IPC - Food Supplies for Kiosk, RAC - Swim Nappies, REAP - Cleaning Products, Confectionery Stock for Kiosk	5,125.00
EFT81644	12.02.2021	WA Billboards	KTA Airport - February 2021 Charges For Fids System	2,345.75
EFT81645	12.02.2021	Profix Australia (West Pilbara Enterprises Pty Ltd T/as)	RAC - Supply and Install Auto Gate with electric striker, TYS - Replace Whirlybird, KTVC - Repair Outdoor Furniture	10,817.76
EFT81646	12.02.2021	Water2Water (atf Kandiah Family Trust)	KLP - Rental & Service for Cooler - Jan 2021	66.00
EFT81647	12.02.2021	Wawardu Limited	Quarterly Payment - Caretaking Arrangement Roebourne Library - January 2021	13,750.00
EFT81648	12.02.2021	Woodlands Distributors & Agencies Pty Ltd	Stock - Degradable Dog Waste Bags	1,386.00
EFT81649	12.02.2021	G Wevers	Security Subsidy Reimb	467.35
EFT81650	12.02.2021	Cleanaway Pty Ltd	Karratha Airport - Waste Collection Services 45m3 skip bins - January 2021	1,335.84
EFT81651	12.02.2021	Pilbara Iron Company Services Pty Ltd (Rio Tinto)	Electricity Usage Charges - Various	27,340.00
EFT81652	12.02.2021	Telstra Corporation Ltd	Telephone Usage Charges - Various	229.91
EFT81653	12.02.2021	Horizon Power	Electricity Usage Charges - Various	261.18

Chq/EFT	Date	Name	Description	Amount
EFT81654	12.02.2021	Water Corporation	Water Usage Charges - various locations	62,951.14
EFT81655	12.02.2021	Water Corporation	Water Usage Charges - various locations	20,186.45
EFT81656	12.02.2021	Foxtel For Business	WRP - Business Premium Core Channels - Feb 2021	155.00
EFT81657	12.02.2021	Neverfail Springwater Ltd - WWTP	15L Spring Water Bottles	25.25
EFT81658	12.02.2021	Feel Creative Pty Ltd	Development Of Mobile Traders Roster Booking System And Website Display	9,064.00
EFT81659	12.02.2021	Bevin Creative (tff Bevin Design House Trust t/as)	REAF - Instalment 1,2&3 - Graphic Design for the Red Earth Arts Festival 2021	7,743.90
EFT81660	18.02.2021	N Hathaway	Rates refund for assessment A77560	1,874.56
EFT81661	19.02.2021	Construction Training Fund (CTF)	CTF Receipts - January 2021	2,746.48
EFT81662	19.02.2021	Parry's Merchants	REAP - Kiosk Stock	759.90
EFT81663	19.02.2021	Ray White Real Estate Karratha	Lease and Management Fee - 4/28-32 Degray Place Karratha - ERP Project	2,354.00
EFT81664	19.02.2021	Atom Supply	KLP - 2 tonne 4m slings, HR - Uniform Stocks & Safety Boots, Stock - Cable Ties, Cleaning Equipment, Saw Blades, Ratchet Straps	3,050.71
EFT81665	19.02.2021	Ausolar Pty Ltd	Nickol West Skate Park - Supply and install 2x LED Flood lights, Staff housing - Replace Pool Light, Staff housing - Reinstate Power to Property, Kevin Richards Oval - Callout, faulty coin controller	4,153.17
EFT81666	19.02.2021	BOC Limited	Cylinder Rental Charges - Various Locations	38.50
EFT81667	19.02.2021	CCA Productions (The Trustee For In Audio We Trust)	REAP - Ethercon Cat6a Cable Connector - Black Suit 7-9.5mm Diameter Cables	7,223.41
EFT81668	19.02.2021	TTF Nova Trust (Creative Kids Play t/as)	Wickham Pool - Submersible Swimming Platform	2,410.48
EFT81669	19.02.2021	Double R Equipment Repairs	Plant Repairs (Various)	3,310.31
EFT81670	19.02.2021	Datacom Systems (AU) Pty Ltd	IT - Office 365 Microsoft Licenses - 20/21	456.51
EFT81671	19.02.2021	Edge Digital Technology Pty Ltd	REAP - Barco Projector Monthly Service December 2020	434.50
EFT81672	19.02.2021	Fix8 Systems	The Base - Artrack Gallery Stainless Hanging Set x 12	402.75
EFT81673	19.02.2021	Glad Security Pty Ltd	NAIDOC Week - 1 x Security/Crowd Controller	499.51
EFT81674	19.02.2021	Harvey Norman Karratha (Rathasupa No. 2 Trust t/as)	KLP - 2 x Samsung 65 Inch Tv For Gym Replacements, TBW - DVD Player & HDMI Cables	3,509.95
EFT81675	19.02.2021	ZircoData Pty Ltd	Records Management - Archive Storage Costs 26/04/2020 to 25/05/2020	789.00
EFT81676	19.02.2021	Karratha Veterinary Hospital	Animal Control Services (Various)	406.70
EFT81677	19.02.2021	Komatsu Australia Pty Ltd	Plant Parts for Repairs (Various)	382.15
EFT81678	19.02.2021	Les Mills Asia Pacific Industries	KLP Group fitness Smart Bands CX Worx	1,655.10
EFT81679	19.02.2021	Isentia Pty Limited (Media Monitors Australia Pty Ltd)	Media Monitoring Services - October 2020	2,035.00
EFT81680	19.02.2021	MSS Security Pty Limited	Kta Airport Security Screening Services - November 2020	177,699.97
EFT81681	19.02.2021	M Myres	Refund - Lost Airport Carpark Ticket 22/01/2021	200.00
EFT81682	19.02.2021	Pilbara Motor Group - PMG	Plant Parts for Repairs (Various)	1,587.36
EFT81683	19.02.2021	Peter Hunt Architects	KLP Facility Improvement Study - Stages 1 & 2	101,476.71
EFT81684	19.02.2021	Prompt Contracting And Fencing Pty Ltd	KLP Oval - Repairs to fence surrounding Playspace area, Staff housing - Install New Gate Hinges	3,575.00

Chq/EFT	Date	Name	Description	Amount
EFT81685	19.02.2021	Prestige Jointing and Electrical Pty Ltd	Karratha Bowls Club - Replacement of Cyclone Damien Damaged Lighting, WAC - Replace Pool Lighting, Progress Claim #3	55,791.89
EFT81686	19.02.2021	Red Dot Stores	KLP - School Holiday Activities - Materials for Art Attack	81.96
EFT81687	19.02.2021	Repeat Plastics WA (t/f The Herbert Family Trust t/as) - (Replas WA)	Pt Samson Viewing Platform - Replas Replacement Tables	266.20
EFT81688	19.02.2021	Tekheadz Visuals (Luke Pankau t/as)	REAP Tech - Projector Hire NEC PX600 Lens Hire NP12LP Lead Hire 15amp Power Lead Adapter	400.00
EFT81689	19.02.2021	Cleanaway Pty Ltd	Street Sweeping of Carparks, Paths, Pathways And Roads - December 2020, Waste - Bulk Recycling Collections Jan 2021, REAP - Waste Collections Jan 2021	89,865.03
EFT81690	19.02.2021	Telstra Corporation Ltd	Telephone Usage Charges - Various	11,760.19
EFT81691	19.02.2021	Elgas Ltd	Staff Housing - Annual Service Fees (Various)	236.50
EFT81692	19.02.2021	Foxtel For Business	KLP - Business Premium Charges: Feb 2021	210.00
EFT81693	19.02.2021	Neverfail Springwater Pty Ltd - 7 Mile Waste	15L Spring Water Bottles	180.25
EFT81694	19.02.2021	Optus Billing Services Pty Ltd	KLP Emergency Lift Phone - Phone Charges	21.29
EFT81695	19.02.2021	Horizon Power	Electricity Usage Charges - Various	200,576.15
EFT81696	18.02.2021	Horizon Power	Electricity Usage Charges - Various	107,826.37
EFT81697	18.02.2021	Water Corporation	Water Usage Charges - various locations	16,980.81
EFT81698	19.02.2021	Water Corporation	Water Usage Charges - various locations	54,182.33
EFT81699	19.02.2021	City Of Karratha - Social Club	Payroll deductions	1,560.00
EFT81700	19.02.2021	T Swetman - (Mortgage Account)	Home Ownership Allowance	555.00
EFT81701	19.02.2021	Australian Services Union (ASU/MEU Div)	Payroll deductions	388.50
EFT81702	19.02.2021	T Corfield & L Royal (Mortgage Account)	Home Ownership Allowance	225.00
EFT81703	19.02.2021	L Gan - (Mortgage Account)	Home Ownership Allowance	520.00
EFT81704	19.02.2021	C Gorman (Mortgage Account)	Home Ownership Allowance	400.00
EFT81705	19.02.2021	P Heekeng - (Mortgage Account)	Home Ownership Allowance	300.00
EFT81706	19.02.2021	S Kot (Mortgage Account)	Home Ownership Allowance	870.00
EFT81707	19.02.2021	Lgrceu	Payroll deductions	41.00
EFT81708	19.02.2021	Maxxia Pty Ltd	Payroll deductions	52,267.91
EFT81709	19.02.2021	N Milligan - (Mortgage Account)	Home Ownership Allowance	479.64
EFT81710	19.02.2021	J Patel (Mortgage Account)	Home Ownership Allowance	300.00
EFT81711	19.02.2021	E Saral (Mortgage Account)	Home Ownership Allowance	625.00
EFT81712	19.02.2021	A Virkar (Mortgage Account)	Home Ownership Allowance	300.00
78681	29.01.2021	City Of Karratha	REAP Emergency Float - 4 x \$500 for Live Shows	2,000.00
78682	12.02.2021	Royal Flying Doctors Service	KTVC Sales - Beverley Duckitt Books - 15% RFDS Donation	89.25
DD39901.1	03.02.2021	Aware Super (Formerly WA Super & First State Super)	Payroll deductions	94,712.98
DD39901.10	03.02.2021	VicSuper	Superannuation contributions	241.82

Chq/EFT	Date	Name	Description	Amount
DD39901.11	03.02.2021	100F Lifetrack Personal Superannuation	Superannuation contributions	916.54
DD39901.12	03.02.2021	HostPlus Superannuation	Payroll deductions	11,038.37
DD39901.13	03.02.2021	JR Superannuation Fund	Superannuation contributions	508.33
DD39901.14	03.02.2021	ANZ Smart Choice Super	Superannuation contributions	1,097.21
DD39901.15	03.02.2021	QSUPER	Superannuation contributions	571.41
DD39901.16	03.02.2021	AMIST SUPER (Australian Meat Industry Superannuation Trust)	Superannuation contributions	611.81
DD39901.17	03.02.2021	Prime Super	Superannuation contributions	450.40
DD39901.18	03.02.2021	Macquarie Wrap Super Manager	Superannuation contributions	664.80
DD39901.19	03.02.2021	AMG Super	Superannuation contributions	523.57
DD39901.2	03.02.2021	Wealth Personal Superannuation & Pension Fund (SPARKS)	Payroll deductions	960.99
DD39901.20	03.02.2021	MLC Wrap Super	Superannuation contributions	868.60
DD39901.21	03.02.2021	Commonwealth SuperSelect	Superannuation contributions	478.73
DD39901.22	03.02.2021	Care Super	Superannuation contributions	485.49
DD39901.23	03.02.2021	Superwrap Personal Super Plan	Superannuation contributions	1,029.46
DD39901.24	03.02.2021	EQUIPSUPER	Superannuation contributions	1,165.38
DD39901.25	03.02.2021	Cbus	Payroll deductions	2,618.93
DD39901.26	03.02.2021	BT Business Super	Superannuation contributions	485.49
DD39901.27	03.02.2021	Asgard Superannuation	Superannuation contributions	72.05
DD39901.28	03.02.2021	Twusuper	Superannuation contributions	481.77
DD39901.29	03.02.2021	BT Panorama Superannuation	Payroll deductions	899.52
DD39901.3	03.02.2021	Local Government Superannuation- SYDNEY	Superannuation contributions	1,355.21
DD39901.30	03.02.2021	AMP Superleader	Superannuation contributions	343.62
DD39901.31	03.02.2021	ING Direct Superannuation Fund	Superannuation contributions	977.68
DD39901.32	03.02.2021	BT Funds Management	Superannuation contributions	678.72
DD39901.33	03.02.2021	Energy Industries Superannuation Fund	Superannuation contributions	573.35
DD39901.34	03.02.2021	Netwealth Superannuation	Payroll deductions	1,606.27
DD39901.35	03.02.2021	Christian Super	Superannuation contributions	214.70
DD39901.36	03.02.2021	Unisuper	Superannuation contributions	535.39
DD39901.37	03.02.2021	Vision Super	Superannuation contributions	555.41
DD39901.38	03.02.2021	ENERGY SUPER	Superannuation contributions	470.81
DD39901.39	03.02.2021	Essential Super	Superannuation contributions	948.20
DD39901.4	03.02.2021	AMP Super Directions Fund	Superannuation contributions	768.61
DD39901.40	03.02.2021	BT Super For Llife	Superannuation contributions	233.95
DD39901.41	03.02.2021	Media Superannuation	Superannuation contributions	532.24
DD39901.42	03.02.2021	MLC Super Fund	Superannuation contributions	857.37
DD39901.43	03.02.2021	Local Government Superannuation - BRISBANE	Superannuation contributions	130.58
DD39901.44	03.02.2021	Sunsuper Pty Ltd	Payroll deductions	4,249.28
DD39901.45	03.02.2021	Australian Super	Superannuation contributions	13,950.04
DD39901.46	03.02.2021	Hesta Superannuation	Superannuation contributions	4,135.04

Chq/EFT	Date	Name	Description	Amount
DD39901.47	03.02.2021	AMP Flexible Lifetime Superannuation Fund	Superannuation contributions	2,429.12
DD39901.48	03.02.2021	Macquarie Super - Hounsham (Jewkes)	Superannuation contributions	668.70
DD39901.5	03.02.2021	J & S Pryor Super Fund	Superannuation contributions	360.62
DD39901.6	03.02.2021	Colonial First State Firstchoice Super	Superannuation contributions	1,465.88
DD39901.7	03.02.2021	National Mutual Superannuation Retirement Fund	Superannuation contributions	65.55
DD39901.8	03.02.2021	Rest Superannuation	Payroll deductions	7,184.01
DD39901.9	03.02.2021	CBA Superannuation Savings Account	Payroll deductions	1,093.27
DD39912.1	03.02.2021	Aware Super (Formerly WA Super & First State Super)	Superannuation contributions	138.74
DD39914.1	03.02.2021	Superwrap Personal Super Plan	Superannuation contributions	189.74
DD39988.1	17.02.2021	Aware Super (Formerly WA Super & First State Super)	Payroll deductions	95,380.54
DD39988.10	17.02.2021	VicSuper	Superannuation contributions	241.82
DD39988.11	17.02.2021	100F Lifetrack Personal Superannuation	Superannuation contributions	913.53
DD39988.12	17.02.2021	HostPlus Superannuation	Payroll deductions	11,087.14
DD39988.13	17.02.2021	JR Superannuation Fund	Superannuation contributions	508.33
DD39988.14	17.02.2021	ANZ Smart Choice Super	Superannuation contributions	951.80
DD39988.15	17.02.2021	QSUPER	Superannuation contributions	576.45
DD39988.16	17.02.2021	Prime Super	Superannuation contributions	693.92
DD39988.17	17.02.2021	AMIST SUPER (Australian Meat Industry Superannuation Trust)	Superannuation contributions	568.49
DD39988.18	17.02.2021	BT Business Super	Superannuation contributions	664.23
DD39988.19	17.02.2021	Macquarie Wrap Super Manager	Superannuation contributions	749.87
DD39988.2	17.02.2021	Wealth Personal Superannuation & Pension Fund (SPARKS)	Payroll deductions	960.99
DD39988.20	17.02.2021	AMG Super	Superannuation contributions	523.57
DD39988.21	17.02.2021	MLC Wrap Super	Superannuation contributions	969.22
DD39988.22	17.02.2021	Commonwealth SuperSelect	Superannuation contributions	478.73
DD39988.23	17.02.2021	Superwrap Personal Super Plan	Superannuation contributions	1,286.88
DD39988.24	17.02.2021	Care Super	Superannuation contributions	485.49
DD39988.25	17.02.2021	EQUIPSUPER	Superannuation contributions	1,064.48
DD39988.26	17.02.2021	Public Sector Superannuation Fund	Superannuation contributions	80.04
DD39988.27	17.02.2021	Cbus	Payroll deductions	2,585.77
DD39988.28	17.02.2021	Asgard Superannuation	Superannuation contributions	115.27
DD39988.29	17.02.2021	Twusuper	Superannuation contributions	481.77
DD39988.3	17.02.2021	Local Government Superannuation-SYDNEY	Superannuation contributions	1,355.21
DD39988.30	17.02.2021	BT Panorama Superannuation	Payroll deductions	936.46
DD39988.31	17.02.2021	AMP Superleader	Superannuation contributions	435.26

Chq/EFT	Date	Name	Description	Amount
DD39988.32	17.02.2021	ING Direct Superannuation Fund	Superannuation contributions	983.90
DD39988.33	17.02.2021	BT Funds Management	Superannuation contributions	678.72
DD39988.34	17.02.2021	Netwealth Superannuation	Payroll deductions	1,606.27
DD39988.35	17.02.2021	HUB24 Super Fund	Superannuation contributions	141.21
DD39988.36	17.02.2021	Energy Industries Superannuation Fund	Superannuation contributions	492.24
DD39988.37	17.02.2021	Christian Super	Superannuation contributions	135.45
DD39988.38	17.02.2021	Unisuper	Superannuation contributions	515.57
DD39988.39	17.02.2021	Vision Super	Superannuation contributions	752.21
DD39988.4	17.02.2021	AMP Super Directions Fund	Superannuation contributions	768.61
DD39988.40	17.02.2021	ENERGY SUPER	Superannuation contributions	470.81
DD39988.41	17.02.2021	Essential Super	Superannuation contributions	958.44
DD39988.42	17.02.2021	BT Super For Life	Superannuation contributions	354.97
DD39988.43	17.02.2021	Media Superannuation	Superannuation contributions	532.24
DD39988.44	17.02.2021	MLC Super Fund	Superannuation contributions	1,031.90
DD39988.45	17.02.2021	Sunsuper Pty Ltd	Payroll deductions	4,156.04
DD39988.46	17.02.2021	Local Government Superannuation - BRISBANE	Superannuation contributions	435.26
DD39988.47	17.02.2021	Paradise Futures SMSF	Superannuation contributions	152.50
DD39988.48	17.02.2021	Australian Super	Payroll deductions	13,940.12
DD39988.49	17.02.2021	Hesta Superannuation	Superannuation contributions	3,825.39
DD39988.5	17.02.2021	J & S Pryor Super Fund	Superannuation contributions	368.47
DD39988.50	17.02.2021	AMP Flexible Lifetime Superannuation Fund	Superannuation contributions	2,289.14
DD39988.51	17.02.2021	Macquarie Super - Hounsham (Jewkes)	Superannuation contributions	668.70
DD39988.6	17.02.2021	Colonial First State Firstchoice Super	Superannuation contributions	1,465.88
DD39988.7	17.02.2021	National Mutual Superannuation Retirement Fund	Superannuation contributions	21.43
DD39988.8	17.02.2021	Rest Superannuation	Payroll deductions	6,454.98
DD39988.9	17.02.2021	CBA Superannuation Savings Account	Payroll deductions	1,116.93
DD40028.1	15.02.2021	Fines Enforcement Registry (Dept Of Attorney General)	FERS - February 2021 37 Fines	2,849.00
				4,215,450.03

Credit Cards

DD39957.1	5.01.2021	Kmart	Gift Cards - Employee Leaving Council	100.00
DD39957.1	5.01.2021	Karratha Newsagent	2021 Diary for Director SP&I	14.99
DD39957.1	14.01.2021	WANEWSDTI	Monthly Digital Subscription - Newspaper for CEO	22.15
DD39957.1	18.01.2021	Zoom US	Monthly Subscription ZOOM Pro for CEO	21.61
DD39957.1	27.01.2021	Coles	Catering for January OCM	13.74
DD39957.1	18.01.2021	Robert Bosch Australia	Replacement Part for Grinder at REAP	26.83
DD39957.1	19.01.2021	St Anne's Florist	Flowers (hospitalised staff member)	97.00
DD39957.1	28.01.2021	Booking.com Australia	Accommodation for REAF Artist in Residence	1,930.50
DD39957.1	11.02.2021	WAPC Form 1A Freehol	Hancock Way Subdivision Application - A89339	4,855.00
DD39957.1	5.01.2021	Department of Justice	Karratha Courthouse - Court Hearing Notice (Whitby)	155.70
DD39957.1	6.01.2021	Tokyo Station	Meal Allowance Director Corporate Services - Perth Meetings	26.80

Chq/EFT	Date	Name	Description	Amount
DD39957.1	5.01.2021	Qantas	Airfare for Director Corporate Services - ERP Meetings in Perth	798.11
DD39957.1	5.01.2021	Qantas	Airfare for Manager Information Services - ERP Meetings in Perth	798.11
DD39957.1	7.02.2021	Pensione Hotel Perth	Accommodation 2 nights and Parking - Director Corporate Services ERP Meetings in Perth	250.00
DD39957.1	7.02.2021	Pensione Hotel Perth	Accommodation 2 nights - Manager Information Services ERP Meetings in Perth	190.00
DD39957.1	27.12.2020	Nanutarra Roadhouse	Fuel for Vehicle - Manager Airport	57.75
DD39957.1	30.12.2020	Soundtrack Your Brand	Music Streaming - REAP Foyer	37.06
DD39957.1	4.01.2021	Ximble	Rostering Software	40.09
DD39957.1	11.01.2021	Soundtrack Your Brand	Music Streaming - Wickham Recreation Precinct	37.06
DD39957.1	11.01.2021	Soundtrack Your Brand	Music Streaming - Youth Shed	37.06
DD39957.1	11.01.2021	Soundtrack Your Brand	Music Streaming - The Base	37.06
DD39957.1	11.01.2021	Soundtrack Your Brand	Music Streaming - REAP Roaming	37.06
DD39957.1	12.01.2021	Ximble	Rostering Software	39.16
DD39957.1	15.01.2021	Mindbody	Fitness Subscription	125.00
DD39957.1	18.01.2021	Soundtrack Your Brand	Music Streaming - REAP Theatre	37.06
DD39957.1	20.01.2021	Facebook	REAP Advertising	27.16
DD39957.1	21.01.2021	Facebook	REAP Advertising	33.99
DD39957.1	21.01.2021	Mood Media	Music Program Rental Service	66.00
DD39957.1	8.01.2021	Water Corporation	Water Bill for staff housing - Refund Overpayment	-300.09
DD39957.1	26.11.2021	Cengage Learning	Refund Card/System Error	-192.90
DD39957.1	26.11.2021	Cengage Learning	Refund Card/System Error	-192.90
DD39957.1	15.01.2021	Horizon Power	Power Bill for Manager Infrastructure Projects 14/12-24/12/2020	241.73
DD39957.1	27.12.2020	Bridge Roadhouse	Fuel for Manger Marketing & Communications	61.94
DD39957.1	31.12.2020	Facebook Ireland Ltd	Ads Payment - FB advertising - Communications	42.66
DD39957.1	1.01.2021	Jurien Bay Service	Fuel for Manager Marketing & Communications	52.69
DD39957.1	2.01.2021	Nanutarra Roadhouse	Fuel for Manager Marketing & Communications	75.35
DD39957.1	2.01.2021	Billabong Homestead	Fuel for Manager Marketing & Communications	58.12
DD39957.1	8.01.2021	Microsoft-Billing Computer Software	Hosting Fee For Online Photo Library (OneDrive)	2.00
DD39957.1	20.01.2021	Campaign Monitor	Email Distribution Upgraded Plan	87.14
DD39957.1	23.01.2021	ISSUU	Monthly Subscription Exp 23/02/21 (Electronic Publishing Platform)	29.41
DD39957.1	24.12.2020	Kounta	Monthly Software Subscription POS Extended Library Software	420.00
DD39957.1	25.12.2020	Caltex Coral Bay	Fuel for Manager Information Services	50.00
DD39957.1	25.12.2020	Caltex Coral Bay	Fuel for Manager Information Services	30.06
DD39957.1	30.12.2020	Nimble Software Systems	Rostering Software Monthly Subscription 31/12-31/01 (REAP & Community Services)	390.20
DD39957.1	31.12.2020	Ampol Wonthella	Fuel for Manager Information Services	78.59
DD39957.1	1.01.2021	Nanutarra Roadhouse	Fuel for Manager Information Services	100.80
DD39957.1	1.01.2021	Billabong Homestead	Fuel for Manager Information Services	30.18
DD39957.1	4.01.2021	Amped Digital	Signage Units for Admin Customer Service & Roebourne Library	2,091.88
DD39957.1	6.01.2021	Tokyo Station	Meal Allowance Manager Information Services - ERP Perth Meetings	21.50
DD39957.1	6.01.2021	Belstar Holdings	Meal Allowance Director Corporate Services ERP Perth Meetings (Part Lunch)	4.00
DD39957.1	6.01.2021	Belstar Holdings	Meal Allowance Manager Information Services ERP Perth Meetings (Part Lunch)	4.00
DD39957.1	6.01.2021	Dome Midland	Meal Allowance Manager Information Services ERP Perth Meetings	23.70
DD39957.1	6.01.2021	Dome Midland	Meal Allowance Director Corporate Services - ERP Perth Meetings	23.70

Chq/EFT	Date	Name	Description	Amount
DD39957.1	6.01.2021	Wellington Perth	Meal Allowance Director Corporate Services - ERP Perth Meetings	43.00
DD39957.1	6.01.2021	Wellington Perth	Meal Allowance Manager Information Services - ERP Perth Meetings	43.00
DD39957.1	7.01.2021	Amisa Cafe	Meal Allowance Director Corporate Services - ERP Perth Meetings	5.07
DD39957.1	7.01.2021	Amisa Cafe	Meal Allowance Manager Information Services - ERP Perth Meetings	5.08
DD39957.1	10.01.2020	Acquia	Monthly Website Cloud Storage	310.36
DD39957.1	13.01.2020	SafetyCulture	Monthly Software Subscription - Audit App	317.67
DD39957.1	1.01.2020	Solarwinds MSP	ICT Password Register Exp 31/01/21	148.32
DD39957.1	24.12.2020	Kounta	Monthly Software Subscription POS Extended Library Software	420.00
DD39957.1	29.12.2020	Telstra	Replacement Mobile Phone for CEO	1,349.00
DD39957.1	30.12.2020	EG Group	Fuel for CEO car	133.02
DD39957.1	8.01.2021	L2 Master	Phone Case for CEO Replacement Phone	119.00
DD39957.1	11.01.2021	SV Lakshmi Pty Ltd	Fuel for CEO car	128.79
DD39957.1	11.01.2021	Nanutarra Roadhouse	Fuel for CEO car	113.48
DD39957.1	11.01.2021	Puma Roadhouse	Fuel for CEO car	112.88
DD39957.1	11.01.2021	Pardoo Roadhouse	Fuel for CEO car	94.60
				16,489.08

Payroll

	22.01.2021	City of Karratha	Wages	2,558.12
	1.02.2021	City of Karratha	Wages	5,322.92
	4.02.2021	City of Karratha	Payroll: F/N Ending 03/02/2021	850,735.86
	09.02.2021	City of Karratha	Wages	960.58
	09.02.2021	City of Karratha	Wages	17,362.20
	18.02.2021	City of Karratha	Payroll: F/N Ending 17/02/2021	846,997.84
				1,723,937.52

Total Payments: 5,955,876.63

10.3 KEY PERFORMANCE MEASURES FOR QUARTER 2 OF 2020/21

File No: CM.89
Responsible Executive Officer: Director Corporate Services
Reporting Author: Manager Governance and Organisational Strategy
Date of Report: 1 February 2021
Applicant/Proponent: Nil
Disclosure of Interest: Nil
Attachment(s): Nil

PURPOSE

To provide Council with an update on the Quarter 2 (October - December 2020) performance against the Operational Plan 2020-21.

BACKGROUND




A major review was undertaken of the City’s Strategic Community Plan, Corporate Business Plan, Operational Plan and KPIs in June 2020. The Plans are all interlinked with four strategic themes in the Strategic Community Plan 2020-2030 that are delivered through 151 Programs and Services outlined in the Corporate Business Plan. These are in turn delivered through 280 projects and actions, which are reported against 90 performance measures introduced at periodic intervals throughout the year as certain triggers are reached.

The number of programs and services, projects and actions, and KPIs allocated to each theme is as follows:

Strategic Theme	Programs & Services	Projects & Actions	Performance Measures
Our Community	55	143	35
Our Economy	19	34	11
Our Environment	37	45	11
Our Leadership	40	58	33
TOTAL	151	280	90

One of the processes supporting the Integrated Strategic Planning (ISP) Framework is quarterly reporting against the performance measures to monitor organisational performance and respond to changing priorities.

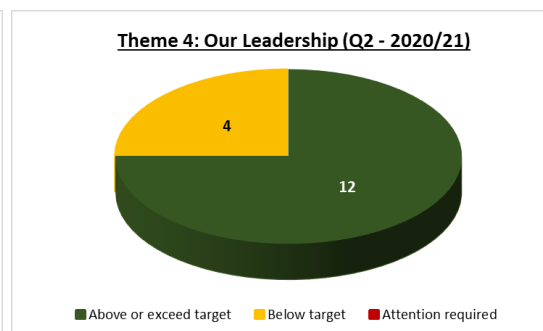
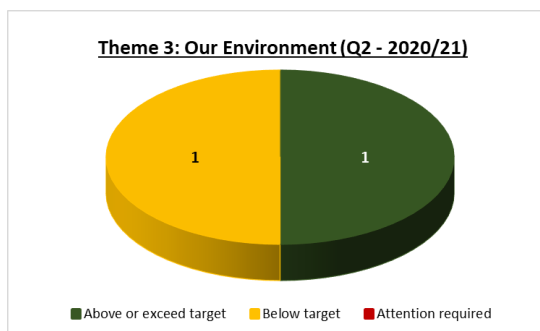
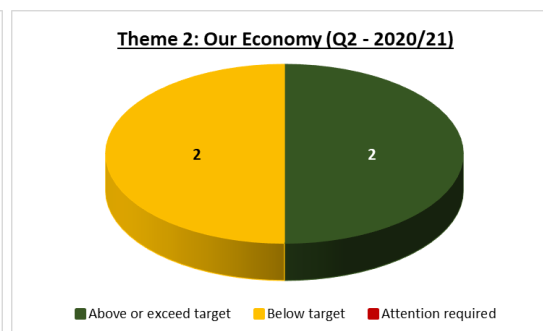
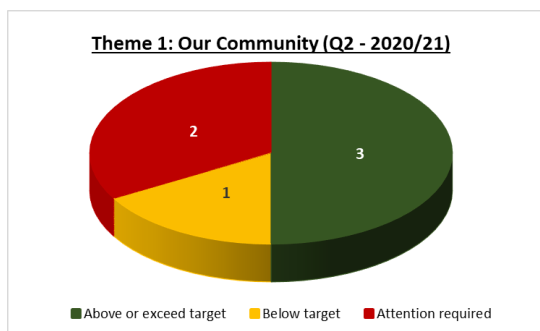
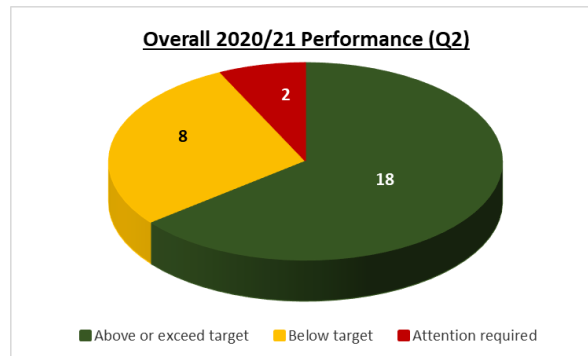
A snapshot of the overall performance during Quarter 2 is included in this report. It uses a traffic light system to represent the following benchmarks:

	Attention Required	Below the lower tolerance applied to the KPI.
	Within Tolerance	Between the target and lower tolerance applied to the KPI.
	On Target	Either on or above target.

Quarter 2 Performance Measures

Out of a total 90 performance measures, 29 KPIs are measured this quarter. One KPI could not be measured in relation to “contamination rates for residential kerbside recycling” as facilities in Perth have not been rebuilt following a fire in December 2019.

The results for the remaining 28 KPIs for Quarter 2 are indicated below:



26 (92.8%) of the Quarter 2 performance measures exceeded the target or were within tolerance levels, including:

- 169,772 attendances to major recreational and aquatic facilities for the quarter (up 6% on the target of 159,200 visits).
- Library attendances continue to be strong with 28,007 visits to the four sites representing an 18% increase on forecast estimates of 23,600 visits. The Better Beginnings Programs targeting 0-5 year olds received 2,188 attendances for the quarter, up 68% on the 1300 target that rides on the success of the Roebourne Outreach program and other special themed events.
- 350.8Ha of land is now available for residential subdivision and development resulting from the recent approval in November 2020 of the Mulataga Structure Plan. The target for this quarter was 300Ha.
- Green waste continues to be 100% diverted from landfill and is set aside for shredding.

- This is the second consecutive quarter where there were no lost time injuries recorded in the workplace.
- 6,643 incoming phone calls were received for the quarter by the Customer Service team with 64% of enquiries being resolved by the team without need for further referral. The target was 60%.
- 100% of all building and planning applications were addressed within statutory timelines.
- 95.3% of 2,012 incoming enquiries for the quarter received through the Report It platform, phone or over the counter have been completed. The target was 95%.

Two (7.1%) of the Quarter 2 performance measures require attention. The table below highlights the areas of attention:

Theme	Program / Service	Measure	Shortfall in Performance	Comments/Corrective Action
Our Community – Inclusive and Engaged	1.d.1.6 Environmental Health Services	1.d.1.6.a Inspect 40 public health premises per month.	Target: 120 Q2 Outcome: 90	Improvements were made to more frequent testing until a vacancy arose in the Environmental Health team. Recruiting is underway to achieve the team’s full capacity.
	1.f.1.2 Social Media Monitoring	1.f.1.2.a Number of Facebook engagements (likes, comments or shares) per quarter	Target: 60,000 Q2 Outcome: 37,406	Options for making content more engaging are being considered along with additional resources being allocated to social media.

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

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

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Projects detailed in the Operational Plan have been included in Council’s budget.

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:

- Our Programs/Services: 4.a.2.1 Integrated Strategic Planning
- Our Projects/Actions: 4.a.2.1.19.1 Develop, maintain, monitor and report on the Strategic Community Plan, Corporate Business Plan, Operational Plan, informing strategic documents and Key Performance Measures.

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	N/A	Nil
Service Interruption	Low	Recovery from TC Damien and COVID-19 continue to have some impact on service delivery and the volume of jobs.
Environment	N/A	Nil
Reputation	Low	There are reputational risks associated if Council does not deliver on commitments in the Strategic Community Plan, Corporate Business Plan and Operational Plan.
Compliance	Low	Whilst there are no statutory obligations for quarterly performance reporting, the regular reporting throughout the year assists in assessing performance of service areas and highlights the need for any remedial action where it is required.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

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

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by Simple Majority pursuant to Section 5.56(1) of the *Local Government Act 1995* and Regulation 19DA of the *Local Government (Administration) Regulations 1996* RESOLVES to DEFER consideration of the Quarter 2 Performance Report for 2020/21.

CONCLUSION

The Quarter 2 Performance Report summarises the performance of the City in relation to goals set at the start of the financial year. This report confirms that 92.9% of the 28 performance measures were achieved or substantially achieved in Quarter 2 as at 31 December 2020.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154761
MOVED : Cr Smeathers
SECONDED : Cr Harris

That Council by SIMPLE Majority pursuant to Section 5.56(1) of the *Local Government Act 1995* and Regulation 19DA of the *Local Government (Administration) Regulations 1996* RESOLVES to RECEIVE the Quarter 2 Performance Report for 2020/21.

CARRIED

FOR : Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Bertling, Cr Harris, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST : Nil

10.4 2021 ANNUAL COMMUNITY SURVEY RESULTS

File No: CS.65
Responsible Executive Officer: Director Corporate Services
Reporting Author: Manager Marketing & Communications
Date of Report: 13 March 2021
Applicant/Proponent: Nil
Disclosure of Interest: Nil
Attachment(s): 2021 Annual Community Survey Results

PURPOSE

For Council to consider to consider the results of the 2021 Annual Community Survey.

BACKGROUND

The Annual Community Survey gathers feedback from the community on how the City has performed over the past 12 months and what priorities should be in the future. The survey has been conducted in the same format since 2012 providing the City with 10 years of consecutive data. In 2021 the City received 1,608 completed responses and achieved an overall satisfaction score of 76 per cent. This is the highest overall satisfaction score in the 10 years that the survey has been conducted.

The following opinions were expressed about the City as a place to live:

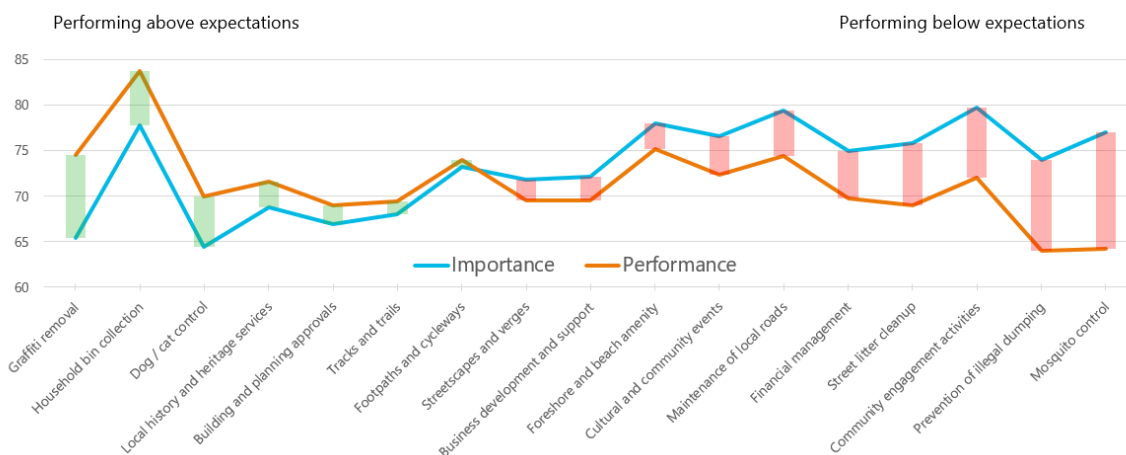
- 67% of people surveyed think the City is a good or excellent place to live;
- 8% of people think it is poor or very poor;
- 42% believe the City is a better or much better place to live than 12 months ago;
- 13% believe it is worse;
- The number of people with ‘no plans to leave’ has dropped slightly to 39.9% (from 41.3% in 2020) however the number of people planning on being long term residents (5+ years) remains steady at 55.8%.

A key performance measure for City services and facilities is the ‘service gap’. The gap is determined by measuring the community perception of importance of a service/facility against the community’s rating of the performance of that service/facility.

City Services

While some City services rated very highly in terms of performance there were a number of services that performed below community expectations.

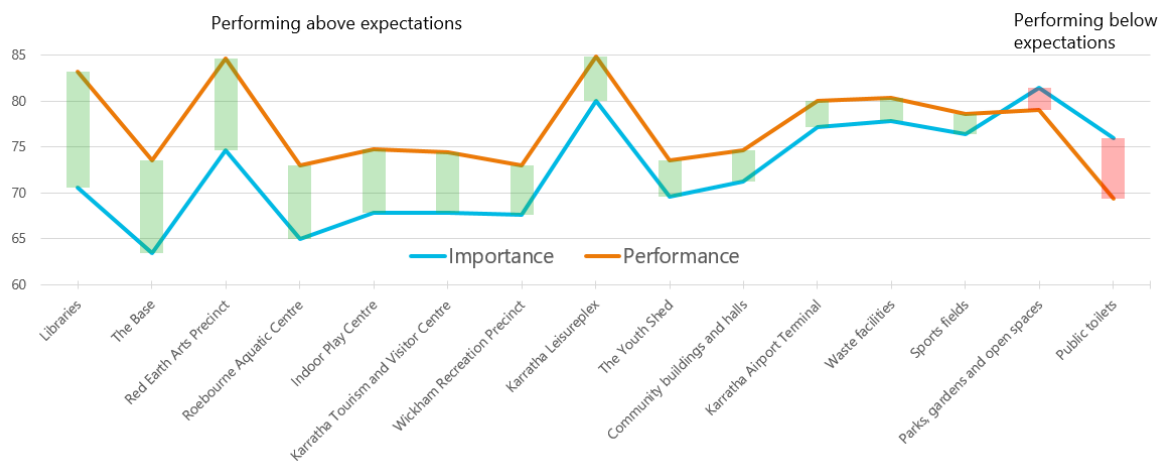
Top performing services	Bottom performing services
1. Graffiti removal	1. Mosquito control
2. Household bin collection	2. Prevention of illegal dumping
3. Dog/cat control	3. Community engagement activities



City Facilities

Overall, City facilities performed well with most facilities performing above community expectations. Only Public Toilets and Parks, Gardens and Open spaces performed below community expectations.

Top performing facilities	Bottom performing facilities
1. Libraries	1. Public toilets
2. The Base (Wickham)	2. Parks, gardens and open spaces
3. Red Earth Arts Precinct	3. Sports fields (however still performing above expectations)



All City of Karratha services and facilities achieved a performance score above 60 per cent.

In addition to measuring City delivered services and facilities, the survey also measures factors that contribute to the overall liveability of the City of Karratha.

Liveability factors

All factors performed below community expectations with the bottom three performers being Cost of Living, Access to Health Services and Housing.



The survey data will be used to inform the Operational Plan and Budget for next financial year, as well as advocacy with other levels of government to address liveability factors outside of the control of the City.

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

Councillors were briefed regarding the survey results at the March 2021 Briefing Session.

COMMUNITY CONSULTATION

Community engagement activities in accordance with the iap² public participation spectrum to 'involve' have occurred as follows:

Who	How	When	What	Outcome
Social media users	Targeted Facebook promotion & advertising	4 Feb – 7 March	Messaging to promote the survey and encourage participation	Generated 1151 responses
Media list subscribers	Media Release	4 Feb	Key info and dates	Raise awareness of survey being open
Key stakeholders and community organisations	Email	4 Feb	To publicise the survey within their networks	Generated 311 responses
City owned facility users	Website marketing and digital displays	4 Feb – 7 March	Messaging to promote the survey and encourage participation	Website exposure generated 119 responses

Survey results and highlights will be communicated back to the community via media releases and the City's social media and online platforms.

STATUTORY IMPLICATIONS

There are no statutory implications.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Financial implications of addressing the results of the Community Survey will be determined during the 2021/22 operational planning and budget processes.

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: 1.f.3.2 Communications Services
 Projects/Actions: 1.f.3.2.20.1 Deliver Annual Community Survey

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	Incorporating community feedback through the Operational Plan and Budget will enhance the reputation of the City.
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 survey has been conducted in the current format each year since 2012.

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 item pending further information.

CONCLUSION

The Annual Community Survey provides a snapshot of community sentiment and perceptions around the performance of the City’s services and facilities. In 2021 the City received 1,608 completed responses and achieved an overall satisfaction score of 76 per cent. The survey provides useful data on what the community would like to see the City improve which will be used to inform the 2021/22 Operational Plan and Budget, as well as advocacy with other levels of government.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154762
MOVED : Cr Smeathers
SECONDED : Cr Nunn

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

- 1. NOTE the results of the 2021 Annual Community Survey;**
- 2. NOTE that the survey results will be used to inform the 2021/22 Operational Plan and 2021/22 Budget; and**
- 3. NOTE that the survey results will also be used to inform advocacy with other levels of government to address liveability factors outside of the control of the City.**

CARRIED

FOR : Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Bertling, Cr Harris, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST : Nil

10.5 AWARD OF TENDER – PROVISION OF LOCAL GOVERNMENT INFORMATION SYSTEM/ERP

File No:	CM.454
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Manager Information Services
Date of Report:	12 March 2021
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Confidential – Tender Evaluation Report

PURPOSE

For Council to consider the tender for the Provision of Local Government Information System/ERP offered under RFT 36-19/20.

BACKGROUND

The City's current Enterprise Resource Planning (ERP) system, SynergySoft, is used extensively throughout the organisation and facilitates the vast majority of core business processes and transactional functions. Having been acquired 12 years ago, SynergySoft:

- is at end of life - the vendor has ceased development of the product and support for the product has finite timeline;
- inhibits implementation of operational processing efficiencies – customer facing online services, workflow automation, mobility, and data analytics;
- does not allow the City to leverage technological advances such as cloud hosting, integration, and comprehensive process workflow.

As a consequence, at its meeting of 18 May 2020 Council resolved to call tenders for the Provision of Local Government Information System/ERP.

Tenders were advertised on 5 August 2020 and closed 30 September 2020.

8 tenders were received by the closing date from:

- Civica Pty Ltd
- Datacom Solutions Pty Ltd
- Infotech ANZ
- Open Office Holdings Pty Ltd
- Open Systems Technology Pty Ltd
- TechnologyOne Limited
- Telstra Corporation Limited
- The Trustee for IT Vision Unit Trust (current vendor)

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

- Director Corporate Services
- Manager Information Services
- Business Systems Architect

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 and organisational capability	5%
Methodology and implementation plan	10%
Functional and technical capability	30%
Long term sustainability of proposed solution / Organisational capability to service and support	15%
Price	40%

The tender evaluation process included site visits to local governments that use the highest ranked systems.

The Regional Price Preference Policy was not applied as there were no 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 high significance in terms of economic issues and Council's ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

All managers were consulted regarding functional requirements of the City's ERP, leading to the development and inclusion of a comprehensive requirement specifications in the Tender scope.

Functionality demonstrations were provided to a broad selection of City Officers, providing an opportunity to both experience and query the operation of the proposed solution(s).

Councillors were briefed at the March 2021 Briefing Session.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Tenders were in accordance with section 3.57 of the *Local Government Act 1995* and Part 4, Division 2 - Tenders for providing goods and services of the *Local Government (Functions and General) Regulations 1996*.

POLICY IMPLICATIONS

CG12 – *Purchasing Policy* is applicable to this matter.

FINANCIAL IMPLICATIONS

The Long Term Financial Plan incorporates \$9.8M for Software and Hardware Initiatives over 10 years. The total contract price including implementation and annual licencing (of both core and optional modules) over 12 years is within the original estimate of \$8M over 12 years.

The total project cost over 12 years is forecast to be approximately \$10M allowing for:

- Additional internal resources (6 FTE) over the duration of the implementation project. This reflects the fact that the City is directly responsible for 80-90% of the implementation effort falls;

- Office accommodation for the ERP project team and training; and
- Project contingencies including additional vendor support for configuration, migration, training plus optional software requirements.

Following the anticipated 30-month implementation, costs will reduce to annual Software as a Service (SaaS) charges/licensing. At this time, there are several existing software systems (SynergySoft, Assetic Asset Management, Links POS/bookings) that will no longer be required. These currently cost approximately \$226,000 per annum.

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:	4.b.2.2	Enterprise Systems and Architecture
	4.b.2.3	Software Management
Projects/Actions:	4.b.2.3.20.1	Progress upgrade of ERP - Core Business Systems

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	Moderate	This is a significant expense over a long term however due diligence has been performed to ensure that the total cost does not exceed budget.
Service Interruption	Low	The current system will be run in parallel during the implementation to minimise service interruption.
Environment	N/A	Nil
Reputation	Moderate	It is anticipated that the new ERP will significantly improve the interface with the community.
Compliance	High	Tenders were called and evaluated in accordance with the <i>Local Government Act</i> and Council Policy.

IMPACT ON CAPACITY

Six additional (fixed term) resources have been identified as required within a project team for the duration of the initiative. Further, some components of business as usual (BAU) will be impacted during implementation due to the requirement of internal subject-matter experts being engaged at times during project development.

RELEVANT PRECEDENTS

The current system (SynergySoft) was procured in 2008 through RFT G01-07/08 as an upgrade to InfoLGS which was purchased in approximately 1992.

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 Provision of Local Government Information System/ERP under RFT 36-19/20 to an alternate Tenderer.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to REJECT all tenders for Provision of Local Government Information System/ERP under 36-19/20 and continue with the current SynergySoft software suite with the limitations previously outlined.

Option 4

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to REJECT all tenders for Local Government Information System/ERP under 36-19/20 and READVERTISE the tender.

CONCLUSION

The Evaluation Panel believes that the recommended Tenderer provides the most advantageous outcome for the City. If Council endorse the Officer's recommendation, it is anticipated the contract will commence on 1 April 2021 for an initial six-year period and implementation in two tranches of approximately 15 months each.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154763
 MOVED : Cr Bertling
 SECONDED : Cr Waterstrom Muller

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

1. **ACCEPT** the tender submitted by TechnologyOne Pty Ltd ABN 84 010 487 180 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 36-19/20 - Provision of Local Government Information System/ERP; and
2. **EXECUTE** a contract with TechnologyOne Pty Ltd.

CARRIED

FOR : Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Bertling, Cr Harris, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
 AGAINST : Nil

10.6 MARCH 2021 BUDGET REVIEW

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Management Accountant
Date of Report:	16 March 2021
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	<ol style="list-style-type: none"> Detailed Budget List of Amendments by Account Budget Amendments to Date

PURPOSE

For Council to consider the second quarter review of the 2020/21 budget including the allocation of surplus funds projected as at 30 June 2021.

BACKGROUND

Council elects to undertake two Budget Reviews, the first of which was conducted in November 2020 and the second (statutory review) 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 for the remainder of the financial year. The attached list 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:

Item	Savings / (Cost)	Explanation
Operating Revenue		
Rio Tinto Dampier Land Transfer Funding	(\$5,500,000)	Agreement not yet executed - carried forward to 2021/22 financial year.
Sale of Lot 502 Gregory Way	\$536,946	Proceeds of \$735k less acquisition and development costs.
Contaminated Waste Disposal Fees	\$577,358	Increase in expected fees for Contaminated Waste to reflect actuals/forecast.
RBFS Funding for Johns Creek Boat Ramp	(\$488,392)	Final funding contribution reduced due to savings achieved on the Construction works contract.
Recognition of Grant for Airport Screening Equipment	\$447,245	Grant funding received in 2019/20 however recognised as income in 2020/21 to match expenditure.
Airport Revenue – Reduced flight schedules	(\$919,080)	Reduction in landing fees, passenger service fees and screening and security due to reduced flight schedules and passenger numbers.
Additional Private Works Income	\$240,885	Additional works for Main Roads Western Australia.

Operating Expenditure		
Employment Costs	(\$368,190)	Additional staffing including ERP project team, Building Surveyor, Environmental Health Officer, Depot admin, Pool inspections, and Recruitment.
The Quarter HQ - reduction in BMW incentive costs	\$206,352	Execution of lease delayed by State Govt - carried forward to 2021/22 financial year.
City Centre Garden works	\$633,002	Works to be staged over 2 years - carried forward to 2021/22 financial year.
Bayly Ave Landscaping	\$535,000	Initial procurement process unsuccessful - carried forward to 2021/22 financial year.
Bad Debt write off	(\$217,908)	Write Off in accordance with Council Res #154675.
Depreciation on Right of Use Assets	\$1,054,944	Change in regulations - assets no longer need to be recognised.
Non-Operating Revenue/Expenditure		
Dampier Shopping Centre Loan	\$2,896,000	Only partial drawdown in 2020/21 financial year.
IT Projects	\$860,500	ERP system reallocated to Operating Expenditure.
Millars Well Oval Development	\$798,429	KRMO redevelopment under budget by \$400k and \$400k works to be completed in 2021/22 financial year.
KLP Oval Spectator Shade Structure & Gym Expansion	(\$770,000)	In accordance with November OCM Decision.
Lazy lands	\$1,300,000	Housing construction delayed - carried forward to 2021/22 financial year.
Johns Creek Boat Ramp	\$530,000	Savings achieved on the construction works contract.
Airport Equipment	\$500,000	Baggage Handling System replacement project reduced.
Reserve Transfers	(\$232,907)	Net reserve transfers to reflect budget review changes.

As a result of this review, a surplus of \$2,424,291 was projected as at 30/06/2021.

New Initiatives

A presentation was provided to Councillors at the March Briefing Session, with a list of options on what Council could choose to do with the projected surplus, including:

1. Operate a surplus budget;
2. Transfer funds to Reserves;
3. Fund new or extended projects/services that have been identified by Councillors, staff and community groups;
4. A combination of the above.

The following table details the projects presented at the Briefing Session that are recommended for consideration by Council:

PROJECT TITLE	PROJECT DESCRIPTION	Total Costs 2020/21 \$	Municipal Funds \$
Strategic Land Acquisition	Purchase land from State Government to facilitate (additional housing, additional to the \$1M currently budgeted)	1,605,000	1,605,000
Weed Spraying	Additional spraying and slashing program post rain events	217,000	217,000
CCTV Project Scope Variation	CCTV project scope variation to include additional equipment	90,357	90,357
Footpath Construction	Early commencement of 2021/22 program. Commence Bayview Road Stage 7	100,000	100,000

PROJECT TITLE	PROJECT DESCRIPTION	Total Costs 2020/21 \$	Municipal Funds \$
Green the Greens Project	Continue the 'Green the Greens' project commenced in 2015. Total costs \$1.4M with \$260k deliverable by 30 June 2021	260,000	260,000
Meeting room Equipment Upgrade	Upgrade technology in meeting rooms	30,000	30,000
Water Tank Lighting Design, Supply and Installation	Design, supply and install lighting package to support and enhance the Karratha Water Tank Mural Artworks project. Total cost estimated at \$220k, \$100k deliverable by 30 June 2021	100,000	100,000
Door Counter at REAP	Supply and installation of door counter hardware at the Red Earth Arts Precinct	18,000	18,000
TOTAL		2,420,357	2,420,357

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between executive and management through regular reviews of operational and capital budgets both as part of the Budget Review process and ongoing financial management and variance reporting to Council. The Budget Review was discussed with Councillors at the March 2021 Briefing Session.

COMMUNITY CONSULTATION

The results of the Budget Review will be presented to the community in a media release.

STATUTORY IMPLICATIONS

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

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

The report considers the financial position of the City to the end of December 2020 and makes various amendments as determined by management to ensure the budget represents the most current reflection of Council's activities for the remainder of the 2020/21 financial year.

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 \$	Budget Movement %
Operating Expense	(100,281,437)	(102,887,091)	(99,651,471)	3,235,620	-3.14%
Operating Revenue	107,935,497	114,529,907	109,048,512	(5,481,395)	-4.79%
Non Operating Expense	(55,254,677)	(56,751,196)	(46,342,493)	10,408,703	-18.34%
Non Operating Revenue	22,637,913	21,065,544	15,254,961	(5,810,583)	-27.58%
Non Cash Items Included	19,894,045	21,568,792	19,840,030	(1,728,762)	-8.02%
Restricted PUPP Surplus BFWD 19/20	452,483	453,046	453,046	0	0.00%
Unrestricted Surplus BFWD 19/20	5,048,682	2,405,441	1,700,172	(705,269)	-29.32%
Restricted PUPP Surplus CFWD	298,823	298,823	298,823	0	0.00%
Surplus/ (Deficit) 20/21	133,683	85,620	3,934	(81,686)	

The net proposed position after this review (subject to approval of New Initiatives) is a surplus as at 30/06/2021 of \$3,934.

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.1.1.1 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	No dependency on external funding for the proposed New Initiatives.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	Low	Between 1 January and 31 March in each financial year, the City is statutorily required to carry out a review of its annual budget.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Two budget reviews were conducted in the 2020/21 financial year is in line with statutory provisions and past management practice.

VOTING REQUIREMENTS

Absolute Majority.

OPTIONS:

Option 1

As per 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 Second Quarter Budget Review (excluding the new initiatives) which results in a proposed surplus as at 30/06/2021 of \$2,424,291.

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 Second Quarter Budget Review (excluding the proposed new initiatives); and
2. TRANSFER the surplus funds to the Infrastructure Reserve.

Option 4

That Council by ABSOLUTE Majority pursuant to Regulation 33A of the *Local Government (Financial Management) Regulations 1996*, RESOLVES to ADOPT the 2020/21 Second Quarter 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.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154764
 MOVED : Cr Scott
 SECONDED : Cr Harris

That Council by ABSOLUTE Majority pursuant to Section 33A of the *Local Government (Financial Management) Regulations 1996* RESOLVES to ADOPT the 2020/21 Second Quarter Budget Review (incorporating the following and attached amendments) which results in a proposed surplus as at 30 June 2021 of \$3,934:

PROJECT TITLE	PROJECT DESCRIPTION	Total Costs 2020/21 \$	Municipal Funds \$
Strategic Land Acquisition	Purchase land from State Government to facilitate (additional housing, additional to the \$1M currently budgeted)	1,605,000	1,605,000
Weed Spraying	Additional spraying and slashing program post rain events	217,000	217,000
CCTV Project Scope Variation	CCTV project scope variation to include additional equipment	90,357	90,357
Footpath Construction	Early commencement of 2021/22 program. Commence Bayview Road Stage 7	100,000	100,000
Green the Greens Project	Complete the 'Green the Greens' project that was commenced in 2015. Total costs \$1.4M with \$260k deliverable by 30 June 2021	260,000	260,000
Meeting room Equipment Upgrade	Upgrade technology in meeting rooms	30,000	30,000
Water Tank Lighting Design, Supply and Installation	Design, supply and install lighting package to support and enhance the Karratha Water Tank Mural Artworks project. Total cost estimated at \$220k, \$100k deliverable by 30 June 2021	100,000	100,000
Door Counter at REAP	Supply and installation of door counter hardware at the Red Earth Arts Precinct	18,000	18,000
TOTAL		2,420,357	2,420,357

CARRIED

FOR : Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Bertling, Cr Harris, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
 AGAINST : Nil

11 COMMUNITY SERVICES

Cr Armstrong declared an impartiality interest in item 11.1 Roebourne & Districts Pistol & Rifle Association Inc Lease Amendment as Cr Armstrong is a member of the Sporting Shooters Association with reciprocal rights to the Roebourne Pistol and Rifle Association. Cr Armstrong did not leave the room as the disclosure did not restrict his ability to vote on this matter.

11.1 ROEBOURNE & DISTRICTS PISTOL & RIFLE ASSOCIATION INC LEASE AMENDMENT

File No:	CA.98
Responsible Executive Officer:	Director Community Services
Reporting Author:	Club Development Officer
Date of Report:	3 March 2021
Applicant/Proponent:	Roebourne & Districts Pistol & Rifle Association Inc.
Disclosure of Interest:	Nil
Attachment(s):	<ol style="list-style-type: none"> Aerial Lot 105 - Land Aerial Lot 105 - Buildings

PURPOSE

For Council to consider an amendment to the lease term for the Roebourne & Districts Pistol & Rifle Association Inc. current lease at Part Lot 105 Point Samson – Roebourne Road highlighted in yellow on attached Land Aerial Lot 105.

BACKGROUND

At its February 2017 Ordinary Council Meeting, the City of Karratha (the City) entered into a lease with the Roebourne & Districts Pistol & Rifle Association Inc. (the Lessee) for a period of 2 years with an extension option for 5+ 5 + 5 + 3 years, provided the following conditions were met in the first 2 years.

Condition	Current Status
Retrospective application for planning approval, including site plan depicting location of all structures on site, floor plans and elevation of all structures on site;	Partially completed. CAD drawings completed
Application for existing structures on site, retrospective approval; submission of BAC and Occupancy Permit; and Surveyor to assess all structures and provide Certificate of Building Compliance;	Incomplete
Approval for onsite effluent disposal systems sought through the City's Environmental Health office	Incomplete
Install firebreaks	Incomplete
Removal of old toilet block and Caretakers unit	Completed

During the initial 2-year term, the lessee was also to provide quarterly progress reports to the City regarding rectification of compliance issues across the site, with the first report being provided within 2 weeks of execution of the lease agreement. No extension option was to be granted without resolution of all compliance issues on the site to the satisfaction of the City in their sole discretion.

The initial term of two (2) years expired on 31 May 2020, without the Lessee submitting all the required reports or contacting the City to request an extension as required. Officers attempted to reach the Lessee by email, site visits and phone on numerous occasions during this period to both advise of its failure to provide progress reports, as well as the upcoming lease expiry. The Committee of the time was disengaged and unable to complete the requirements.

The Club has since undergone a change in Committee and the Club Development Officer was able to meet with the new Club President and visit the site in December 2020.

Upon inspection of the site by the Club Development Officer and the Building Coordinator, the Lessee was found to be only partially compliant, however the damage caused by Cyclone Damien and the fact they were limited to no operations due to COVID can be considered mitigating factors and have contributed to their non-compliance.

The Club has since rectified a number of the compliance issues including removal of an old transportable toilet block and the Caretakers unit, however the Club has not sought retrospective building approvals for the structures highlighted green on Attachment 1 or ensured fire breaks are installed. Remaining structures will require rectification works to meet building approval standards. The new Committee has re-engaged and has recently spent \$25,000 on CAD drawings for all existing structures for approval process. The Club is financially viable with another \$64,000 funds available. Officers are confident that all remaining compliance issues could be resolved within 12 months.

The change in Committee membership has led to a revitalisation of the club and an increase in the number of members. The Club currently has close to 50 members, holds regular committee meetings and has sought advice from the Club Development Officer on club governance.

Whilst the resolution of Council in February 2017 was very clear that no future extension was to be provided, Officers believe that there are some mitigating factors that could be taken into account. When assessing options for recommendations for this report, Officers have considered the following options;

Options	Pros	Cons
Enforce existing Council resolution to not extend current lease.	Upholds Council resolution of February 2017	Would displace local club of 50 members Does not recognise new Committee's re-engagement and financial commitment City would have no Lessee on this Land and Club forced to find new location
Consider a short term extension of 3-6 months.	Could force quick action by the Club to become compliant.	Does not give sufficient time to address repair works and upgrades that are required for the facilities to be considered for retrospective approval.

Options	Pros	Cons
		(Some facilities are Cyclone damaged and require significant repairs) If not completed in time, may result in displacement of Club as above.
Consider a medium term extension of 12 months.	Results in action by the Club to be compliant within 12 months. Allows reasonable time for the Club to seek retrospective approvals Provides the Club with some degree of certainty in continued operations Recognises the substantial financial investment completed by the Club to date and future costs to be incurred.	Risks ongoing operations without compliance unless progress closely monitored by City staff.

The City does not own any building or structures associated with the site and solely leases the land to the Roebourne & Districts Pistol & Rifle Association Inc.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CG-8 Significant Decision Making Policy, this matter is considered to be of low significance in terms of parties affected issues. Should Council resolve not to enter into the lease extension/amendment, the Lessee will have to find another suitable location and will incur significant relocation and remediation costs.

The City may also have the burden of remediating and re-letting the land to another suitable tenant or otherwise leaving the property vacant.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between Club Development Officer, Building Coordinator, Leasing Officer and relevant Managers and Directors surrounding this matter.

COMMUNITY CONSULTATION

Club Development Officer and Building Coordinator have liaised with the Lessee to offer support and assistance in proposing that the Club apply for funding via the City’s Large Community Grant Scheme to assist in rectifying the non-compliance issues. There will be further consultation with the Club pending Councils decision on this matter. The Club is agreeable to the initial 12 month period being proposed.

STATUTORY IMPLICATIONS

Under Regulation 10(3) of the *Local Government (Administration) Regulations 1996* the changing of a decision of Council can be made by simple majority where the change is not substantial – this is applicable to the requested disposition to Roebourne & Districts Pistol and Rifle Association Inc.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The City receives \$10- p.a. peppercorn rent from this lease. Not extending this lease may expose a financial risk to remediate the site for another purpose. This could cost approximately \$5,000 to \$10,000 to complete.

STRATEGIC IMPLICATIONS

There are no strategic implications.

RISK MANAGEMENT CONSIDERATIONS

Category	Risk level	Comments
Health	N/A	Nil
Financial	N/A	Nil
Service Interruption	Moderate	Not extending the lease would require the Club to cease operating from this facility
Environment	N/A	Nil
Reputation	Moderate	Displacing a Local Club may be contentious
Compliance	Moderate	City is required to enforce compliance rules in a consistent manner.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 5.20 of the *Local Government Act 1995* RESOLVES to NOT EXTEND the current lease with the Roebourne & Districts Pistol and Rifle Association Inc. and requests them to vacate the property by _____.

Option 3

That Council by SIMPLE Majority pursuant to Section 5.20 of the *Local Government Act 1995* and Regulation 10(3) of the *Local Government (Administration) Regulations 1996* RESOLVES to APPROVE the amendment of the further terms of the lease with Roebourne & Districts Pistol & Rifle Association Inc. from 5+5+5+3 years to 6 months +4.5+5+5+3 years, noting that no extension will be considered should non-compliance issues remain at the end of the first year.

CONCLUSION

The amended term of the lease is intended to allow the lessee’s continued use and occupation of the site whilst giving them further opportunity to remedy all defects and non-compliances associated with their buildings and structures.

A new Committee has been formed and has re-engaged with its 50 members and City staff. The Club is in a better financial position and now has the capability to address the outstanding items within the recommended term.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154765
MOVED : Cr Nunn
SECONDED : Cr Bailey

That Council by SIMPLE Majority pursuant to Section 5.20 of the *Local Government Act 1995* and Regulation 10(3) of the *Local Government (Administration) Regulations 1996* RESOLVES to APPROVE the amendment of the further terms of the lease with Roebourne & Districts Pistol & Rifle Association Inc. from 5+5+5+3 years to 1+4+5+5+3 years, noting that no extension will be considered should non-compliance issues remain at the end of the first year.

CARRIED

FOR : Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Bertling, Cr Harris, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST : Nil

Cr Nunn declared an indirect financial and financial interest in item 11.2 Award of Large Community Grants as Cr Nunn is employed by Volunteering WA (VWA). Scouts WA is a financial Member of VWA. Cr Nunn is the President of Wickham Tidy Towns and Robe River Kuruma Aboriginal Corporation, Nor West Jockey Club and the Western Australian Council of Social Service are non-financial Members of VWA.

Cr Bertling and Cr Waterstrom Muller declared a financial interest in item 11.2 Award of Large Community Grants as:

- Cr Bertling provided a quote for event photography to grant proponent, Nickol Bay Sport Fishing Club; and
- Cr Waterstrom Muller is employed by grant proponent, Ngarliyarndu Bindirri Aboriginal Corporation.

At 5.49 pm Crs Nunn, Bertling and Waterstrom Muller left the room.

11.2 AWARD OF LARGE COMMUNITY GRANTS

File No:	GS.76
Responsible Executive Officer:	Director Community Services
Reporting Author:	Engagement Coordinator – Community and Industry
Date of Report:	2 March 2021
Applicant/Proponent:	Local Community Organisations
Disclosure of Interest:	Nil
Attachment(s)	1. Confidential Summary of Applications 2. Community Grants and Contributions Scheme Guidelines

PURPOSE

For Council to consider providing grants to support a range of community projects/activities under Council Policy CS06 – Community Grants and Contributions Scheme.

BACKGROUND

Council supports local community organisations through the provision of funding under the Community Grants and Contributions Scheme. As summarised in the chart below, a total of \$880,245 has been invested into the local community over the last two financial years through large and small community grant funding.

Financial Year	Township	Amount Requested	Amount Approved
19/20	Karratha	\$722,342	\$309,350
	Dampier	\$105,474	\$105,474
	Roebourne	\$98,332	\$87,082
	Wickham	\$100,368	\$8,986
	Point Samson	\$0	\$0
	Subtotal	\$1,026,516	\$510,892

20/21	Karratha	\$940,771	\$113,526
	Dampier	\$279,586	\$109,696
	Roebourne	\$359,953	\$146,131
	Wickham	\$41,465	\$0
	Point Samson	\$20,000	\$0
	Subtotal	\$1,641,775	\$369,353
	TOTAL	\$2,668,291	\$880,245

This report presents funding proposals received under the Large Community Grants category as received in the current (March 2021) round. Proposals have been assessed in accordance with the guidelines using the five criteria below:

1. *Strategic Alignment* – how well does the project align with and provide outcomes related to the City of Karratha’s Strategic Community Plan and stated vision of being “Australia’s most liveable regional City”?
2. *Income/Other Funding* – Will the project be able to generate income from other sources so as not to be 100% reliant on City of Karratha funding?
3. *Project Viability/Feasibility* – Is the project underpinned by a well-planned approach that will ensure the project can be delivered as intended, with minimal risks and with sound management? Has the proposal adequately demonstrated a community need/demand is being fulfilled?
4. *Community Benefit* – How many community members will be beneficiaries of the project? Is the project inclusive and open to a broad range of community groups/members? If the project is targeting a specific part of the community, has this been demonstrated in the proposal?
5. *Capacity for Delivery* – Can the project be delivered by the applicant? How much of the project is proposed to be outsourced? Will this project help build capacity by way of developing new skills or providing volunteering opportunities?

Furthermore, Officers have reviewed the applications in the context of the remaining budget of \$124,013. With the total requested funds totalling \$764,489, this was one of the most oversubscribed rounds to date.

Due to the large volume of requests Officers have also considered whether the project can be deferred to the next Large Community grant round due to its scheduled date. For example, projects that are scheduled for August 2021 or later can be considered in the first round of Large Community Grants in 2021/22 (August OCM). These projects have not been recommended but will be reconsidered in the next round, subject to discussions with the respective applicants.

Where the amount recommended is lower than the amount requested Officers have assessed the application as to whether the project can continue in part or full. Following the Council resolution Officers will liaise directly with those respective groups.

The detailed assessment is attached to this report and is summarised below:

Applicant	Project	Total Project Cost	Amount Requested	Amount Recommended
RECOMMENDED				
NBAC	Outdoor Community 'Working Oasis' at the NBAC Roebourne (The Block)	\$35,666	\$29,706	\$9,375
Wickham Tidy Towns	Wickham Community Garden Development at Wickham Oval	\$38,325	\$11,325	\$8,500
Robe River Kurumu Aboriginal	Red Country Music Festival in Karratha over 2 days (TBA)	\$493,900	\$50,000	\$15,000

Applicant	Project	Total Project Cost	Amount Requested	Amount Recommended
RECOMMENDED				
Nor West Jockey Club	Roebourne Races 2021 – Naming Rights for Ladies Day and other races in Roebourne in Jun21	Unknown	\$50,000	\$15,000 per year on 3 year MOU= \$45,000
Nickol Bay Sport Fishing Club	Billfish Shootout 2021 to be held Jun21	\$74,266	\$46,267	\$15,000 per year on 3 year MOU= \$45,000
King Bay Game Fishing Club	Annual Dampier Classic Fishing Tournament over 4 days (TBA)	\$105,287	\$60,000 over 3 years (\$20,000 per year)	\$15,000 per year on 3 year MOU= \$45,000
Karratha BMX Club	New Ablution block at BMX track	\$46,804	\$46,804	\$30,803
Nickol Bay Speedway Club	Annual Sprint Car Stampede at the Speedway on May21	\$55,550	\$20,000	\$15,000 per year on 3 year MOU = \$45,000
SUBTOTAL		\$849,798	\$254,102	\$123,678

NOT RECOMMENDED PROJECT RANKING

The following projects were not recommended by Officers following assessment against the above criteria and the limited budget. They have been ranked in order by officers to assist Council should they wish to allocate more funding to the program

Applicant	Project	Total Project Cost	Amount Requested	Amount Recommended
NOT RECOMMENDED				
*Karratha Bikers Foundation	Father's Day Car and 4WD Show in Dampier	\$33,326	\$19,765	\$0
Karratha Falcons Football and Sporting Club	Solar Power – Frank Butler Centre	\$44,000	\$44,000	\$0
Freemason's Incorporated – Masonic Lodge Karratha	Building and Property Upgrades at Karratha Lodge	\$42,068	\$42,068	\$0
*Port Walcott Yacht Club	Pilbara Fishing Extravaganza to be held in Sep-21	\$59,160	\$20,000	\$0
Karratha Enduro Moto-X Club	General Facility Improvements	\$159,157	\$50,000	\$0
*IF Foundation	IF Foundation's 2021 Life and Art Production to be held at the REAP in Oct-21	\$76,003	\$49,851	\$0
Karratha Scouts	General Building Improvements	\$39,983	\$35,985	\$0

Applicant	Project	Total Project Cost	Amount Requested	Amount Recommended
NOT RECOMMENDED				
Pilbara Tourism Association Inc	Roebourne Reflections Event to be held in May-21	\$55,736	\$50,000	\$0
Camp Quality / Karratha Rotary	Primary School Cancer Education Program Puppet Tour throughout the district in May-21	\$22,040	\$15,000	\$0
Move Your Body	Social and Emotional Wellbeing Project	\$121,980	\$50,000	\$0
Big hART	Songs For Peace (MOU Application) Concert to be held in Roebourne in Jul-21	\$166,500	\$36,500	\$0
*Variety WA	Variety Bash Karratha and Surrounds Stopover Expenses to be held throughout the district during Aug-21	\$191,970	\$18,250	Fee Waiver

Western Australian Council of Social Service	Culturally Appropriate Trauma-Informed Practice Training	\$136,488	\$37,703	\$0
Goolarri Media Enterprises Pty Ltd	Pilbara Girl - Community Support Officer and operational costs associated	\$30,420	\$25,000	\$0
SUBTOTAL		\$1,178,831	\$494,122	\$0
TOTAL		\$2,028,629	\$748,224	\$123,678

*Events that will happen in August 2021 or later and can be considered in the next round.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CG-8 Significant Decision Making Policy, this matter is considered to be of moderate significance in terms of social, cultural & wellbeing issues due to the Community Grants and Contributions Scheme providing significant financial assistance to the associated organisations.

COUNCILLOR/OFFICER CONSULTATION

Funding proposals are considered through an internal selection process by Officers and presented to Council for consideration.

COMMUNITY CONSULTATION

Where applicants have made contact regarding their application, Officers have liaised with each of the organisations to offer support and assistance in the completion and submission of their funding proposals. Following this report, there will be further consultation with the applicants around the Council decision and future opportunities.

STATUTORY IMPLICATIONS

Section 3.18 of the *Local Government Act 1995*

POLICY IMPLICATIONS

Policy CS06 Community Grants and Contributions Scheme applies.

FINANCIAL IMPLICATIONS

The Community Grants and Contribution Scheme Large Community Grants category, was budgeted at \$480,000 in the 20/21 Annual Budget.

A total of \$355,987.18 has been committed via the first Large Community Grant round (October 2020), the rolling Small Community Grants and final payments from Grants awarded in 20/21.

Total Budget (20/21 FY)	\$480,000
Committed	\$355,987
Remaining	\$124,013
Recommended	\$123,678
Total Remaining	\$335

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: 1.c.1.2 Community Engagement
 Projects/Actions: 1.c.1.2.1 Provide Grant Funding Opportunities

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	Recommended funding is within the 20/21 budget.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Low	Should Council resolve not to support specific community projects, there may be a negative response from organisations.
Compliance	Low	Officers have applied Policy CS06 – Community Grants and Contributions Scheme during the assessment and subsequent recommendations.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council provide funding to community groups through the Community Grants and Contributions Scheme throughout the year.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

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

Recommended Applicant	Project	Amount	Council Determination

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to REJECT all applications.

CONCLUSION

Various community organisations have submitted funding proposals for the Large Community Grant Scheme under Policy CS06 – Community Grants and Contributions Scheme. Officers have recommended an amount of \$123,678 be awarded in this round.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to APPROVE the following applicants to receive funding under the Large Community Grant Scheme:

Applicant	Project	Amount Recommended
NBAC	Outdoor working site at operations centre	\$9,375
Wickham Tidy Towns	Wickham Community Garden	\$8,500
Robe River Kurumu Aboriginal Corporation & Bradley Hall	Red Country Music Festival 2021 (WA Day Long Weekend)	\$15,000
Nor West Jockey Club	Roebourne Races 2021	\$15,000
Nickol Bay Sport Fishing Club	Billfish Shootout 2021	\$15,000
King Bay Game Fishing Club	Dampier Classic fishing tournament 2021	\$15,000
Karratha BMX Club	New ablution blocks	\$30,803
Nickol Bay Speedway Club	Annual Sprintcar Stampede	\$15,000
TOTAL		\$123,678

COUNCIL AMENDED RESOLUTION

Res No : 154766
 MOVED : Cr Smeathers
 SECONDED : Cr Miller

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to APPROVE the following applicants to receive funding under the Large Community Grant Scheme:

Applicant	Project	Amount Recommended
NBAC	Outdoor working site at operations centre	\$9,375
Wickham Tidy Towns	Wickham Community Garden	\$8,500
Robe River Kurumu Aboriginal Corporation & Bradley Hall	Red Country Music Festival 2021 (WA Day Long Weekend)	\$15,000
Nor West Jockey Club	Roebourne Races 2021	\$15,000
Nickol Bay Sport Fishing Club	Billfish Shootout 2021	\$15,000
King Bay Game Fishing Club	Dampier Classic fishing tournament 2021	\$15,000
Karratha BMX Club	New ablution blocks	\$30,803
Nickol Bay Speedway Club	Annual Sprintcar Stampede	\$15,000
Karratha Bikers Foundation	Father's Day Car and 4WD Show in Dampier	\$3,916
Variety WA	Variety Bash Karratha and Surrounds Stopover Expenses to be held throughout the district during Aug-21	\$18,250
Port Walcott Yacht Club	Pilbara Fishing Extravaganza to be held in Sep-21	\$15,000
TOTAL		\$160,844

CARRIED

FOR : Cr Long, Cr Armstrong, Cr Bailey, Cr Harris, Cr Miller, Cr Scott, Cr Smeathers
 AGAINST : Nil
 REASON : Councillors modified the Officer's recommendation to provide funding to the Karratha Bikers Foundation, Variety WA and Port Walcott Yacht Club to support the success of these events.

At 5.56 pm Crs Nunn, Bertling and Waterstrom Muller re-entered the room.

12 DEVELOPMENT SERVICES

12.1 PROPOSED AMENDMENT TO DEVELOPMENT APPROVAL P2480 FOR APPROVED TRANSIENT WORKFORCE ACCOMMODATION AT LOT 555 AND LOT 556 (42) MADIGAN ROAD, GAP RIDGE

File No:	P2480- AMD1
Responsible Executive Officer:	Director Development Services
Reporting Author:	Senior Planner
Date of Report:	8 March 2021
Applicant/Proponent:	Civeo Property Group Pty Ltd
Disclosure of Interest:	Nil
Attachment(s):	1. Amended Development Plans 2. Karratha Village Integration Plan 2020

PURPOSE

For Council to reconsider an application to amend Development Approval P2480 for Transient Workforce Accommodation located at Lot 555 and Lot 556 (42) Madigan Road, Gap Ridge.

BACKGROUND

Most recent Council consideration of this proposed amendment

This matter was presented to the February 2021 Ordinary Council Meeting. At that meeting, Council resolved to defer consideration of the item to allow for the proponent to obtain further information regarding the recommended conditions of development approval (Council Resolution 154754).

Following Council's decision, City officers have consulted the applicant in an effort to address their concerns regarding the previously recommended conditions of development approval. One of the applicant's main concerns with the previously recommended conditions is the requirement to comply with conditions within a timeframe from the date of the decision rather than a point in the development process. City officers support the applicant's request for the recommended conditions to be satisfied prior to lodging a Building Permit instead of a prescribed timeframe. The balance of this section provides the background on the current approval, the current tenure, the proposed changes and the implications of the proposed changes.

Current approval

At the May 2011 Ordinary Council Meeting, Council resolved to support 'in principle' a 1,276 room Transient Workforce Accommodation (TWA) facility on Lot 520 Madigan Road, Gap Ridge (P2480) for MAC Services Group. That application was subsequently approved under Delegated Authority in August 2011. This facility is now known as Civeo Karratha Village and is operated by Civeo Property Group Pty Ltd (Civeo).

Since development approval was granted, 298 rooms have been constructed. This has been determined to constitute substantial commencement, which means the balance 978 approved rooms can be completed at any time within the approval timeframe. The approval

is limited to a fifteen (15) year period from the date of first occupation. The first Occupancy Permit was issued on 20 July 2012, meaning the approval will lapse on 20 July 2027. However, Council may extend the approval by a further five (5) years if the applicant demonstrates need. The applicant is not seeking to modify or extend the fifteen (15) year time-limited approval.

Current tenure

The land on which the existing rooms are constructed has been excised from the original Lot 520 to create Lot 556. The balance lot is now Lot 555. Lot 556 is 6.5ha in area and is owned in freehold title by Civeo. Lot 555 is 7.4ha in area and is Crown land.

A 'Development Lease' between the Department of Planning, Lands and Heritage (DPLH) and the MAC Services Group was put in place when Civeo Karratha Village was approved. This lease provides for Civeo to acquire Lot 555 in freehold title when developed in accordance with the approved masterplan. The lease expired in January 2021 and there is no option to extend the lease term. However, it is understood that the lease is currently being held over until final boundary adjustments have been made to deal with minor encroachments that have occurred. Civeo has advised DPLH that it does not wish to enter a new lease. As a consequence Civeo's decision to seek approval to amended plans.

Proposed Amendment

The requested amendment was received on 30 October 2020. The requested amendment seeks a number of changes, including:

- Reducing the number of approved rooms from 1,274 to 588;
- Reducing the floor area of the Central Facilities Building from 2,508m² to 1,000m²; and
- Relocating 108 approved rooms from Crown Lot 555 to Civeo's Lot 556.

Reduction in Rooms & Relocation of Buildings

The proposed reduction in room numbers from 1,274 to 588 represents a reduction of nearly 54%. The applicant has stated this reduction is required in order to effectively 'tidy up' the approved masterplan and provide a more efficient and appropriate design outcome. The applicant has also stated the amended figure is more in line with what Civeo considers to be the demand for accommodation at Civeo Karratha Village over the medium term.

The current approval allows for 480 rooms within Lot 556. Only 298 rooms have been constructed. The proposed amendment would provide for 108 additional rooms on Lot 556, an increase of just over 20%. The applicant has advised that while there is no definitive timeframe for constructing the additional rooms, it is feasible that they may be constructed within the next two (2) years, dependent on a number of factors. The applicant has not demonstrated a need for these rooms in relation to a specific project. However, there is an existing approval in place which would permit the development of more rooms than what is proposed under this amendment.

Amendments to Central Facilities Building (CFB)

The current approval for the 1,274 person TWA provides for a central facilities building with a floor area of 2,508m². This has not been constructed yet because there is an approved 'temporary' CFB with a floor area of 469m². The proposed amendment would increase the floor area of the current CFB by an additional 531m², bringing the total floor area to 1,000m². This would be a 60% reduction in the size of the approved CFB, which would reflect the reduced number of rooms proposed under the amended plans. The table below lists the current CFB floor area components and the floor area components that would be added.

Area	Existing Temporary CFB (m ²)	Proposed Expansion CFB (m ²)	Total Area (m ²)
Dining & Crib	197	370	567
Amenities	35	35	70
Kitchen	166	126	292
Retail/Admin	56	Nil	56
External Storage	15	Nil	15
Total Area	469	531	1000

Other development proposed to support the increased number of rooms over Lot 556 includes:

- Addition of 150 car parking bays (total 322) and turn-around areas, and
- Addition of one (1) laundry (total four).

The approved multi-purpose court is proposed to be retained.

Karratha Village Integration Plan 2020

The applicant has provided an updated Integration Plan. The applicant is seeking endorsement of the updated Integration Plan and for it to be included as an Addendum to the approved Social Impact Statement (SIS) and Social Impact Management Plan (SIMP) for the site. The revised Integration Plan does not propose any major operational changes or additional commitments. The document has simply been updated to reflect Civeo's current programs and sponsorship commitments. The Integration Plan incorporates information on some initiatives and statistics to demonstrate that commitments are being monitored. Key elements of the Integration Plan include:

- The Civeo School Mates Program, which supports purchasing of electronics and professional development programs for schools and refurbishment of classrooms;
- Sponsorship of local schools and the Karratha & Districts Chamber of Commerce and Industry;
- Continue to support Council and community organisation programs and services in regard to community activities and events. No specific information has been provided on what organisations and programs are to be supported. This should be addressed by the applicant in a finalised version of the Integration Plan;
- Local Preference Procurement Policy to give preference to local suppliers through the tendering and purchasing. A list of local businesses which Civeo obtains goods and services from has been included in the revised Integration Plan; and
- Providing a shuttle bus service from the village to the Karratha CBD and Leisureplex.

Data provided by Civeo states approximately 77% of guests travel to Karratha CBD once or twice a week on average but that only 20% of those guests utilise the shuttle bus service.

Should Council approve the amended plans, it is recommended that an advice note is imposed requiring finalisation and City endorsement of the Integration Plan and SIMP. Matters to be addressed in finalising the Integration Plan include detailing the specific commitments and sponsorship of local community groups and organisations.

Revision of Endorsed Management Plans

Should Council approves the proposed amendments, then it is recommended that conditions be imposed for the following endorsed management plans to be revised to reflect the new site layout:

- Traffic Management Plan
- Paving, Fencing, Lighting, Landscaping and Reticulation Plan;
- Drainage Management Plan; and
- Bushfire Attack Level (BAL) Assessment and Bushfire Management Plan.

Access & Development Coordination

Due to the lease agreement between the DPLH and Civeo, the common lot boundary between Lot 555 and Lot 556 is irregular and presents potential issues for future development of the balance lot (Lot 555). The narrow strip of land between the eastern boundary of Civeo's Lot 556 and the eastern boundary of Lot 555 is only 30m wide. This is too wide for just a road reserve but not wide enough for a road and development. There is provision for an access road inside the boundary of Civeo's Lot 556 but this would be inside Civeo's freehold lot with no obligation to make this access road available for future access to Lot 555.

The current Transitional Use Strategy shows the access road referred above becoming a residential street and a number of road connections into the Homemaker Centre via drainage reserve crossings. While it looks like the Transitional Use Strategy provides for future development, there is no requirement for either landowner to have regard for it because it has no statutory effect. The combination of the arrangements that were entered into between DPLH and Civeo to cut out a freehold lot for existing development and Civeo's decision to reduce its development plans to only a portion of the land area have generated the need for coordination of development across the lots.

The proposed amended plans only apply to a portion of that area (Lot 556). The fact that there will no longer be an approved plan for the entire area raises questions about how the balance area will be developed in the future. Whilst it is acknowledged that a Structure Plan will likely be required in future to ensure coordination of development across the land parcels, it is not considered appropriate to require the preparation of a structure plan at this point of time nor is it considered to be the responsibility of Civeo. This will be addressed through future development of the site by either the future landowner, the State Government or the City.

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.

COUNCILLOR/OFFICER CONSULTATION

Relevant City Officers have been consulted and technical input has been provided.

COMMUNITY CONSULTATION

The application was advertised in accordance with Clause 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of fourteen (14) days from 18 November 2020 to 2 December 2020. This included an advertisement being placed in the Pilbara News and the application being made available on the City of Karratha's website. No submissions were received during the advertising period.

STATUTORY IMPLICATIONS

Under P2480, the development has been substantially commenced and as such, the applicant can technically develop all 1,274 rooms in accordance with this approval. Should the proposed amended plans be approved, they would effectively cancel out all approved rooms within Lot 555 and reduce the total number of approved rooms to 588. Should the City refuse the amended plans, then the 1,274 approved rooms would stand under the current

approval. If the City refuses the amended plans and Civeo were to secure a new lease with DPLH for Lot 555 in the future, then Civeo would be able to develop all 1,274 rooms under the substantially commenced determination.

Both Lots 556 and 555 are zoned 'Urban Development' under the City of Karratha Local Planning Scheme No.8 (LPS8) and are located within Development Area 13 (DA13), which provides for TWA. In accordance with the Zoning Table of LPS8, development within the 'Urban Development' zone is to adhere to the following:

Development and use of land shall have due regard to an approved structure plan.

A Structure Plan for the Homemaker Centre on the other side of the drainage reserve was approved by the Western Australian Planning Commission (WAPC) on 18 January 2016. The Structure Plan does not apply to the subject land so does not guide subdivision or development of it. Clause 27(2) of Part 4 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations* states:

A decision-maker for an application for development approval or subdivision approval in an area referred to in clause 15 as being an area for which a structure plan may be prepared, but for which no structure plan has been approved by the Commission, may approve the application if the decision-maker is satisfied that –

- (a) the proposed development or subdivision does not conflict with the principles of orderly and proper planning; and*
- (b) the proposed development or subdivision would not prejudice the overall development potential of the area.*

A structure plan is required by the City's Planning Scheme to guide future subdivision and development of Lot 555, it is not appropriate to require the applicant to undertake the preparation of a structure plan or amendment to the existing structure plan at this stage for the following reasons:

- Civeo do not own Lot 555 and should Council resolve to approve the proposed amendment there will be no valid development approval over Lot 555;
- It is unclear how and when Lot 555 may be developed in future. The preparation or amendment of a structure plan now would result in a largely pre-empted lot configuration and road network. This may not be appropriate for potential future land use and development identified for the site which may trigger the need for further amendments to the structure plan; and
- Lot 555 is currently zoned 'Urban Development' (DA13) under LPS8, but is identified for 'Service Commercial' under the City's Local Planning Strategy. As part of the City's review of Local Planning Scheme No. 8, it is likely that 'Service Commercial' will be included as a land use under the new Scheme and Lot 555 and surrounding lots would be rezoned to 'Service Commercial'. This may result in the current Structure Plan Special Conditions applicable under Appendix 5 – Structure Plan Areas being removed or modified and subsequently the preparation of a Structure Plan for this site may not be required at all.

State Planning Policy 3.7 – Planning in Bushfire Prone Areas

The subject site is located within a designated bushfire prone area as per the Department of Fire and Emergency Services Map of Bushfire Prone Areas. A Bushfire Management Plan (BMP) and Bushfire Evacuation Plan was submitted to the City with Amendment Application P2480-AMD7 (2019). The proposed site layout may impact on the determined BAL rating and subsequent bushfire planning requirements. It is recommended to include a condition requiring the applicant to revise the BAL Assessment and BMP to reflect the proposed development.

POLICY IMPLICATIONS

The proposed amendment has been assessed against the relevant provisions of the following adopted Local Planning Policies:

- Local Planning Policy DP10 –Workforce Accommodation (DP10); and
- Local Planning Policy DP20 – Social Impact Assessments (DP20).

The table below assesses the proposed amendment against key provisions of DP10.

Policy Consideration	Amendment Application	Officer Assessment
1. Demonstrated Need	The proposal seeks a reduction in the number of approved rooms, expansion of the current temporary central facilities building instead of building the larger approved central facilities building and reconfiguration of the site layout to consolidate development within Lot 556. The applicant has stated this is required to reflect medium term demand for accommodation and more effective operations of the site.	The current approval allows for a total of 1,274 TWA rooms, whereas the proposed amendment seeks a total number of just 588 rooms which is a significant decrease. An additional 108 currently approved rooms would be relocated to Lot 556, meaning a total of 588 rooms would be located within this lot in lieu of the currently approved 480 rooms.
2. Proposed timeframe	The current approval is limited to fifteen (15) years from the date of occupation with a five (5) year option at the discretion of Council. The applicant is not seeking an extension to the timeframe.	The approval is already subject to a fifteen (15) year time limited and this amendment is not seeking a further extension, thus it is considered there are no issues against this provision.
3. Location	The site is approximately 6km west of the Karratha CBD, and accessed via Madigan Road. The amendment seeks to remove all approved rooms from Lot 555 and consolidate within Lot 556.	The location has previously been considered and has a time-limited approval which is not proposed to change.
4. Urban Design	The existing development comprises single storey transportable buildings. The CFB will now be more ‘temporary’ in construction than originally proposed. The built form and design of the proposed new CFB deviates significantly from the approved plans.	A temporary standard of construction for the proposed CFB because it is a standard consistent with the intention for TWA to be a temporary land use. The proposed CFB is not visually prominent to the public as it is screened by surrounding development and is sufficiently setback from Dampier Highway and Madigan Road.
5. Social Integration	There is an endorsed SIMP and SIS for the site, and the applicant has provided an	The SIMP and SIS have been endorsed by the City. The revised Integration Plan has

Policy Consideration	Amendment Application	Officer Assessment
	updated Integration Plan with this amendment. These documents outline the strategies and commitments to offset impacts on the community resulting from the facility.	been updated to reflect the current sponsorships and programs undertaken by Civeo. It is recommended to include an advice note requiring the finalisation of the Integration Plan so that it provides sufficient details on commitments.

DP20 – Social Impact Assessment

In accordance with Clause 6.1, the proposed amendment does not trigger the requirement for a new Social Impact Assessment (SIA). The applicant was required to prepare a SIS and SIMP under Condition 7a) of Development Approval P2480. These documents were subsequently endorsed by the City on 17 October 2011. The applicant has submitted an updated Integration Plan to ensure the commitments detailed in the SIMP and SIS are implemented. The applicant has requested that the revised Integration Plan be included as an addendum to the endorsed SIS and SIMP. The Integration Plan must be reviewed by the City and finalised by the applicant prior to endorsement, to ensure the commitments proposed are both relevant and beneficial to the community.

As part of Council Resolution 154344, Advice Note xx) was included under Amended Development Approval P2480 – AMD7 which states:

In relation to Condition 7a), the draft Integration Plan submitted with Amendment Application P2480-AMD on 1 May 2019 needs to be finalised to the satisfaction of the City of Karratha and included as an Addendum to the approved Social Impact Statement and Social Impact Management Plan.

In order to address this amendment application, it is recommended to amend this advice note to state:

In relation to Condition 7a), the draft Integration Plan submitted with Amendment Application P2480-AMD1 on 30 October 2020 shall be finalised to the satisfaction of the City of Karratha and included as an Addendum to the approved Social Impact Statement and Social Impact Management Plan.

FINANCIAL IMPLICATIONS

The applicant has paid \$545.00 for an amendment to development approval and advertising fees in accordance with Council’s 2020/21 adopted Fees and Charges.

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.1.1 | Customer Services |
| Projects/Actions: | 4.e.1.1.e | Assess all planning applications within the statutory timeframes |

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	Low	Should Council resolve to approve the proposed amendment, the City can undertake compliance action in accordance with existing and proposed conditions if the development does not meet the requirements of the approval.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

There have been a number of amendments approved since the original approval was granted. These approvals are detailed below:

Development Approval (DA)	Description	Date Approved
P2480	1276 Person Transient Workforce Accommodation Facility, Associated Central Facilities, Car Parking and Ancillary Works	19/11/2011
P2480	Amendment to DA – Construction of Temporary Central Facilities Building (CFB) and Retention of Construction Workforce Camp	26/06/2012
P2480 - AMD2	Amendment to DA – Modification to Location of Ancillary Buildings	11/11/2013
DA14065	Change of Use – Temporary Transient Workers Accommodation	13/06/2014
P2480 – AMD4	Change of Use – Construction Workforce Accommodation to Transient Workforce Accommodation (42 Rooms)	26/05/2016
P2480 – AMD5	Amendment to DA – Twelve Metre High (12m) Wi-Fi Antenna to Central Facilities Building	23/08/2016
P2480 – AMD6	Amendment to DA – Relocation of Two (2) Buildings for Guest Lockers and Storage to Existing Transient Workforce Accommodation Camp	11/01/2017
P2480 – AMD7	Amendment to DA – Minor Amendments to Layout of Approved Workforce Accommodation Facility: 1274 Rooms, Central Facilities, Car Parking and Ancillary Works	28/05/2019

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Clause 68 (2) of Part 9, Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to REFUSE the proposed amendment to Development Approval P2480 for the following reasons:

1. The proposed amendment conflicts with the principles of orderly and proper planning; and would prejudice the overall development potential of the area; and
2. Insufficient information has been provided to demonstrate need for the additional rooms proposed over Lot 556.

Option 3

That Council by SIMPLE Majority pursuant to Clause 68 (2) of Part 9, Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to DEFER the proposed amendment to Development Approval P2480 pending:

1. A Structure Plan being prepared to show that development of balance Lot 555 will not be prejudiced; and
2. Additional information being submitted to demonstrate need for the proposed additional rooms over Lot 556.

CONCLUSION

The amendment proposes reductions in the number of approved rooms and the size of the Central Facilities Building and contain the development within Lot 556. Access and the future development of Lot 555 can be addressed through future planning processes.

The amended plans propose an additional 108 rooms on Lot 556 for a total of 588 rooms. This means there would be 686 less rooms than can be constructed under the current approval (1,274 rooms). If Council refuses the amendment, then only 480 rooms would be able to be developed on Lot 556 but the options of building an additional 686 rooms on balance Lot 555 would remain due to the substantially commenced status of the development.

The recommended conditions have been extensively discussed and consulted with the applicant. Following feedback from the Applicant, City Officers have negotiated a mutually acceptable set of conditions to be imposed should Council resolve to approve the application.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154767
MOVED : Cr Scott
SECONDED : Cr Nunn

That Council by SIMPLE Majority pursuant to Clause 68 (2) of Part 9, Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to APPROVE the amendment to Development Approval P2480 by:

1. Approving the following amended plans for Workforce Accommodation at Lot 556 (42) Madigan Road, Gap Ridge:
 - a) SK-01
 - b) SK-02
 - c) SK-03

- d) SK-04;
2. Amending the Decision Notice to reflect the revised number of rooms down from 1274 to 588;
 3. Including the following Conditions:
 - a) The endorsed Traffic Management Plan required under Condition 6c) of Development Approval P2480 shall be revised to reflect the approved development Application Amendment P2480-AMD1. The revised Traffic Management Plan shall be submitted to the City of Karratha for endorsement prior to lodging a Building Permit for the additional rooms marked 'A' on approved plan SK-03;
 - b) The endorsed Paving, Fencing, Lighting, Landscaping and Reticulation Plan required under Condition 6e) of Development Approval P2480 shall be revised to reflect the approved development under Application Amendment P2480-AMD1. The revised Paving, Fencing, Lighting, Landscaping and Reticulation Plan shall be submitted to the City of Karratha for endorsement prior to lodging a Building Permit for the additional rooms marked 'A' on approved plan SK-03;
 - c) The endorsed Drainage Management Plan required under Condition 7d) of Development Approval P2480 shall be revised to reflect the approved development under Application Amendment P2480-AMD1. The revised Drainage Management Plan shall be submitted to the City of Karratha for endorsement prior to lodging a Building Permit for the additional rooms marked 'A' on approved plan SK-03;
 - d) The Bushfire Attack Level (BAL) Assessment and Bushfire Management Plan prepared for Lots 555 and 556 (42) Madigan Road, Gap Ridge, by Bushfire Prone Planning on 17 November 2017 shall be revised to reflect the approved development under Application Amendment P2480-AMD1. The revised BAL Assessment and Bushfire Management Plan shall be submitted to the City of Karratha for endorsement prior to lodging a Building Permit for the additional rooms marked 'A' on approved plan SK-03;

4. Amend Information Note xx) to read:

In relation to Condition 7a), the draft Karratha Village Integration Plan 2020 submitted with Amendment Application P2480-AMD1 on 30 October 2020 shall be finalised to the satisfaction of the City of Karratha and endorsed as an Addendum to the approved Social Impact Statement and Social Management Plan.

5. Add Information Note xxi):

The endorsed Transitional Use Strategy required under Condition 7c) of Development Approval P2480 will continue to apply only to Lot 556.

CARRIED

FOR	:	Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Bertling, Cr Harris, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST	:	Nil

Cr Smeathers declared an impartiality interest in 12.2 COVID-19 Tourism Impact 2021 as Cr Smeathers has a friend that would be able to access the fund. Cr Smeathers did not leave the room as the disclosure did not restrict her ability to vote on this matter.

12.2 COVID-19 TOURISM IMPACT 2021

File No:	LP.338
Responsible Executive Officer:	Director Development Services
Reporting Author:	Manager City Growth
Date of Report:	15 March 2021
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

To consider:

1. The results of the City's COVID-19 Tranche 2 response tourism discounts; and
2. Adopting a new suite of discounts for 2021 to support local tourism businesses.

BACKGROUND

On 30 June 2020, Council approved its Tranche 2 response to the COVID-19 global pandemic. This response included nine initiatives that were aimed at supporting local small businesses and specifically local tourism providers. The specific initiatives relating to tourism operators included:

1. Providing a 20% discount for local residents for tours booked through the Karratha Tourism & Visitor Centre between 1 July 2020 and 1 January 2021; and
2. Waiving the 12.5% commission that is currently charged for bookings for local tours through the Karratha Tourism & Visitor Centre between 1 July 2020 and 1 January 2021.

On 17 August 2020, Council further expanded on the above tourism support measures by also extending the 20% discount to any local commission based agent that can evidence that they have provided the discount to any City resident booking a local tourism product between 1 July 2020 and 1 January 2021.

On 14 December 2020, Council agreed to continue providing these above initiatives until 31 March 2021 and it was agreed that the City would engage with local tour operators during this time to understand the ongoing impacts of COVID-19 and identify any future measures to manage these impacts.

Between 1 July 2020 and 18 February 2021 the initiatives have resulted in:

- 12 vendors being registered and eligible for discounts;
 - Total value of local tours booked with a discount of \$141,452 resulting in total discount of \$28,290;
 - Commission fee waivers totalling \$17,682 from total tour sales of \$141,452; and
 - Total value of tours booked with local tour operators of \$150,385 meaning that approximately 94% of the value of tours booked were from local people taking local tours.
-

The local tour operators that have received support include:

1. Reef Seeker Charters;
2. Pilbara Dive & Tours;
3. Karratha Kite School;
4. Ngurrangga Tours;
5. Murujuga Rock Art & Cultural Tours;
6. Helispirit; and
7. Murchison Boat Hire.

Unfortunately a number of tour operators have not received any support from the incentives, including:

1. Pilbara Bird Watching;
2. Pilbara 4WD Charters;
3. Postie Bike Adventures;
4. DieselNDust Adventures; and
5. Crackerjack Paddleboards.

The operators that did not benefit from the incentives were due to a variety of reasons. They either did not operate, they found alternative avenues for income to support themselves through the lockdown and beyond or their tours were not targeted at locals rather for interstate or international travellers.

During January and February 2021 the City engaged with local tour operators to better understand the impact of the current incentives and the ongoing impacts of COVID-19. The City received five letters from local businesses, all of whom received support from the incentive program. Overall the response from these operators provided positive feedback on the current incentives and identified a number of ongoing issues due to COVID-19. The four key points raised in the submissions are outlined below.

1. Local Market

Tour operators indicated that the incentives enabled them to capture the local market with operators experiencing an increase in bookings from locals compared to previous years, where majority of bookings were made by international and interstate visitors. This provided a significant benefit to local tour operators as during this time they relied almost solely on locals to keep their businesses running. In addition, operators indicated that this is likely to have a longer term positive impact as locals are more likely to recommend tourism products to visitors in the future.

Operators appreciated the extension to the incentives to 31 March 2021 as it provided further opportunity for their businesses to capture the local market during the non-peak visitor season.

2. Commission Impact

The City supports many emerging local tourism businesses by taking many of their bookings through our visitor centre platform, particularly where those businesses don't have their own direct booking platform. In these instances the City waiving commissions provided a substantial benefit to local tour operators.

Some tourism operators that are newly established indicated that their businesses had small profit margins. They stated that the waiver of commissions meant that they could keep their tour prices as low as possible to entice locals and visitors to book tours with them at affordable and competitive rates.

3. Increased Collaboration

Due to the higher demand for tours, operators were able to schedule more departures and remain operational once COVID-19 restrictions were lifted. To ensure that tours were fully booked City staff referred visitors to tours that had bookings below minimum numbers so that numbers could increase and the tour could proceed. Operators indicated that this support was much appreciated and improved efficiency in several ways by preventing a significant amount of refunds and cancellations or rescheduling that they otherwise would have experienced.

Further to this there were and still are regular Facebook posts from Karratha Tourism & Visitor Centre tagging operators and promoting their offerings. Operators supported this activity as it is seen as being meaningful, useful and engaging to the audience and is an important role that the Visitor Centre plays in supporting local operators and growing the tourism industry in the region.

One operator, HeliSpirit, used the discount to further target locals by collaborating with other tourism operators to expand our product offering and provide unique experiences out to the islands of the Dampier Archipelago.

4. Ease Of Use

Operators indicated that although there were various grants and funding available to assist tourism operators impacted by COVID-19, the City of Karratha's tourism initiatives were unique by not being onerous on the operator, were instantly implemented and gave them the ability to keep guides employed and working.

Overall, the City's incentives were successful in supporting many local tour operators during 2020. They encouraged local community members to take local tours and successfully assisted businesses to capture this local market.

COVID-19 Impacts 2021

The City of Karratha, and Western Australia, has performed comparatively well to date in responding to COVID-19. Since entering Phase 3 in Western Australia's COVID-19 Recovery Roadmap on 6 June 2020 the local economy has entered a rebound phase, with only one week-long lockdown in Perth and Peel occurring in February 2021.

Despite this the City's tourism industry has continued to be affected by the impacts of COVID-19 due to interstate and international border closures. It is anticipated that international borders will remain closed in Australia for the majority of 2021, and most likely for the peak visitor season in the North West. Locally this will continue to significantly reduce the number of high value international travellers in the region, with the tourism market in 2021 being predicted to be largely comprised of intrastate visitors. This means that local tourism operators will have a significantly reduced market of high value overseas travellers to capture in the short to medium term and it will be critical for them to capture both the intrastate and interstate travellers going forward.

A survey undertaken by the Tourism Council of Western Australia released in February 2021 indicated that forward bookings for tour operators across the state were down 36% on pre-COVID-19 booking rates with key challenges being identified by operators as visitor uncertainty, reduced interstate and international travel and lack of non-peak business.

Both the State and Federal Government have recognised that the tourism industry has continued to be affected by the impacts of COVID-19, more so than other industries, and both have provided a number of support measures to address this. The Federal Government have provided discounted flights to key destinations in Australia, however none of these are in the Pilbara with only Broome in Western Australia being identified for these discounted

flights. The Federal Government is also continuing to provide the Consumer Travel Support Program to provide assistance to travel agents and tour arrangement service providers who continue to provide refunds and hold credits for Australian consumers to travel internationally.

The State Government ran three key tourism support measures. The first was the WA Tourism Recovery Program. This included the Tourism Business Survival Grant and Tourism Recovery Fund, both of which were aimed at providing immediate relief to tourism businesses that were affected by the lockdown in early 2020. These grant programs ended in mid-2020. The second was offering discounted airfares to key destinations in Western Australia including Broome, Exmouth and Kununurra. The third was the Wander Out Yonder campaign from September to December 2020. This program provided \$1 Million worth of \$100 vouchers for Western Australians to book tours with local tourism operators. Unfortunately this program was rolled out as the North West was entering into the non-peak visitor season and operators in the City of Karratha only received three bookings using this program.

These State and Federal Government initiatives, while welcome, predominately focus on providing immediate relief as a result of lockdown in early 2020, supporting booking agents and on subsidising the cost of flights to other major tourism destinations. Local tour operators in the Pilbara have not generally received a direct benefit from these initiatives.

Other destinations in the North West such as Exmouth and Broome provided direct support to operators during early 2020 through supporting advertising of tourism products. Since mid-2020 when intrastate tourism reopened these destinations have seen a significant increase in visitor numbers compared to usual so additional support measures are no longer required.

The City's local tourism operators in the City of Karratha are generally small scale newly established businesses. They generally operate on tour sales made through the Karratha Tourism and Visitor Centre days or several weeks in advance rather than taking forward bookings months in advance like more established larger scale tourism operators. The Karratha Tourism and Visitor Centre facilitates bookings for local tour operators to fill tours that have not made minimum numbers to ensure they proceed. It is considered appropriate to continue to support local tourism operators to manage the impacts of COVID-19 until there is certainty on the future of both interstate and international travel.

It is recommended that the City continue to waive commissions for local tour operators and provide a 20% discount on all bookings for visitors taking tours with local tour operators until 31 December 2021. These incentives encourage Karratha locals to continue to support the City's local tour operators and support local tourism operators to capture the intrastate market during 2021 visitor season. It is anticipated that by this time there will a better understanding of the future of interstate and particularly international travel.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Nil.

COMMUNITY CONSULTATION

The City engaged directly with local tourism operators during January and February 2021.

STATUTORY IMPLICATIONS

Section 6.12 of the *Local Government Act 1995* (the Act) sets out that a local government may waive or grant concessions in relation to any amount of money which is owed to the local government.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

The estimated cost of this initiative has been calculated based on the value of the bookings taken between 1 July 2020 and 17 February 2021:

20% Discount

Total value of all bookings taken by local tour operators where discount applied between 1 July 2020 and 17 February 2021: \$141,452.

Total value of 20% discount between 1 July 2020 and 17 February 2021: \$28,290.

Estimated value of all bookings by local tour operators where discount applied anticipated between 1 April 2021 and 31 December 2021: \$160,000.

Estimated value of 20% discount between 1 April 2021 and 31 December 2021: \$32,000.

Commission Waiver

Total value of all bookings taken by local tour operators where commission waiver applied between 1 July 2020 and 17 February 2021: \$141,452.

Total value of commission waiver between 1 July 2020 and 17 February 2021: \$17,682.

Estimated value of all bookings by local tour operators where commission waiver applied anticipated between 1 April 2021 and 31 December 2021: \$160,000.

Estimated value of commission waiver between 1 April 2021 and 31 December 2021: \$20,000.

It is estimated that the overall cost of the discount and commission waiver would be approximately \$52,000. These figures are based on the sales figures between 1 July 2020 and 17 February 2021 and are subject to fluctuation depending on demand.

The existing operational budget has been reviewed and increased in the March review to accommodate a portion of the budget required to fund this initiative continuing. The remaining budget required will be put forward in the 2021/22 financial year budget.

STRATEGIC IMPLICATIONS

The City's Vision is to become Australia's Most Liveable Regional City. To achieve this vision it is imperative that we have a vibrant business community and well connected, engaged local community. While the local business community has started recovering from the impacts of COVID-19 the tourism industry continues to be significantly affected. The proposed recommendation aims to support tourism businesses to manage the ongoing impacts of COVID-19.

The proposal assists in achieving the first identified activation area in the Destination Management Plan of 'Working better together by ensuring there is greater collaboration between Council and industry'. It also assists achieving the second activation area of 'Growing demand through development & investment. To grow Karratha's visitor economy requires introducing new and unique things for visitors to do which leverage off these assets and which generate commissionable product.' By providing an attractive discount on tours, the City will assist in delivering the third activation area of Promoting Karratha as a vibrant destination.

The proposal aligns to the Strategic Plan's Theme 2 'Our Economy Well Managed and Diversified' with a goal of attracting diverse and sustainable business and employment

opportunities by promoting a diverse industry base through supporting and encouraging tourism. It also assists in reducing business costs.

The proposal aligns to Theme 4 of the Strategic Plan 'Our Leadership Responsive and Accountable' by raised profile of the City amongst tourists through its booking incentive. It establishes the City of Karratha as the leading local government area 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	Low	It is considered low risk to continue offering discounts for local tourism operators.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	N/A	Nil

IMPACT ON CAPACITY

The capacity to implement the Recommendation will be met through the City's existing operating budget and resources.

RELEVANT PRECEDENTS

Council adopted the COVID Tranche 2 response on 30 June 2020 and extended the tourism discounts on 14 December 2020.

VOTING REQUIREMENTS

Absolute Majority.

OPTIONS:

Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 5.56 (1) *Local Government Act 1995* RESOLVES to REQUIRE the following actions be taken prior to Council further considering the Strategy:

CONCLUSION

It is recommended that Council continue to support local tourism operators during 2021 to recover from the impacts of COVID19 by providing a 20% discount for all tours booked with local tour operators through the KTVC and by continuing to waive commissions on these bookings for local tour operators.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154768
MOVED : Cr Waterstrom Muller
SECONDED : Cr Armstrong

That Council by ABSOLUTE Majority pursuant to Section 6.12(b) of the *Local Government Act 1995* RESOLVES to:

- 1. WAIVE the 12.5% commission fee for all local tours that are booked through the Karratha Tourist and Visitor Centre between 1 April 2021 and 31 December 2021;**
- 2. PROVIDE a 20% discount for any City resident who books a local tourism product through the Karratha Tourist and Visitor Centre between 1 April 2021 and 31 December 2021; and**
- 3. PROVIDE a 20% discount to any local commission based agent that can evidence that they have provided the discount to any City resident who books a local tourism product between 1 April 2021 and 31 December 2021.**

CARRIED

FOR : Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Bertling, Cr Harris, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST : Nil

Cr Bertling declared a financial interest in 12.3 Business Development Support Grant Scheme Application Karratha Districts Chamber of Commerce and Industry (KDCCI) as Cr Bertling has ongoing contract work with the KDCCI in 2021 for photography and videography.

At 6.01 pm Cr Bertling left the room.

12.3 BUSINESS DEVELOPMENT SUPPORT GRANT SCHEME APPLICATION KARRATHA DISTRICTS CHAMBER OF COMMERCE AND INDUSTRY (KDCCI)

File No:	GS.65
Responsible Executive Officer:	Director Development Services
Reporting Author:	Economic Development Project Officer
Date of Report:	15 March 2021
Applicant/Proponent:	KDCCI
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

For Council to consider an application from the Karratha Districts Chamber of Commerce and Industry (KDCCI) for grant funding under Policy DE02: Business Development Support Grant Scheme.

BACKGROUND

The City's Business Development Support Grant Scheme provides funding for local collaborators and organisations to develop and deliver innovative projects that will result in economic benefits in the City of Karratha. Council has to date approved seven grant applications for funding during the 2020-21 financial year for a total value of \$127,500 (ex GST).

The KDCCI submitted an application for funding under the 2020/21 Business Development Support Grant Scheme on 17 February 2021. The KDCCI is a not for profit, member based organisation, representing businesses of all sizes with an interest in doing business in the Pilbara. To support the interests of its members, the KDCCI is undertaking a project to address the cost of doing business in the Pilbara which was identified as a key issue for local business in both the 2019 and 2020 Business Climate Scorecard survey. The project will engage consultants (Brendon Grylls Group and Mountway Finance) to develop a white paper and lobby federal politicians for reform to current Fringe Benefits Tax (FBT) legislation, and subsequently lobby residential lenders to ease local credit policy with improved risk conditions which would result from the FBT reforms.

The Productivity Commission released a report into Remote Area Tax Concessions and Payments in February 2020. Amongst other recommendations, the report proposed changes to FBT remote area concessions including changes to concessions' rates and eligibility requirements, stating current benefits were overly generous, costly and inequitable. The assistant Treasurer noted the Productivity Commission's recommendations would result in significant disruption to existing arrangements. This was supported by the volume of submissions which the Productivity Commission received in response to its draft report, the

overwhelming majority of which were not supportive of the proposed changes. The Government rejected the final reports' recommendations. COVID-19 has highlighted the reliance on the Pilbara to generate ongoing revenue for Australia, along with risks associated with a mobile (FIFO) workforce. It is appropriate to leverage the current economic conditions to drive beneficial FBT reform for the benefit of the City.

The KDCCI are contributing \$34,000 (inc GST) towards the project, with the Shire of East Pilbara resolving to contribute \$34,000 (ex GST). It is understood other Local Government Authorities with high mining industry presence are also considering support of the project.

The total project cost is estimated to be \$94,909 (ex GST).

The City been requested to fund \$30,000 (ex GST) through the Business Development Support Grant to deliver the project.

The project deliverables for the KDCCI include:

1. Finalise their strategy and proposal in consultation with project funding partners;
2. Identifying additional stakeholders and engaging with them to win their endorsement of the policy as well as financial support to fund the campaign;
3. Finalising the financial partners and supporter base and completion of an economically verified policy reform white paper, ready for presentation to a national audience; and
4. Public launch of the White Paper at the Northern Australia Conference to be held in Darwin on 16 August 2021.

The White Paper is intended to further investigate and explore three key Policy Platforms:

1. Lobby the Federal Government to review current Fringe Benefits Tax (FBT) legislation. Proposed policy reforms would empower individuals and families in mining impacted regional communities to salary package the full costs of regional community living, thereby reducing their taxable income and increasing their financial capability to commit to residing in regional communities in their own homes.
2. Request a review of the current First Home Loan Deposit Scheme to allow for first home buyers in mining impacted regional communities to access the scheme, given current parameters result in most potential buyers falling short of the requirements due to income and property value thresholds.
3. Address availability of finance for residential property in mining impacted regional communities. This will be achieved by understanding the mechanics behind the assessment of risk by lenders, and engagement with lenders to present modelling demonstrating improved lending risk environments based on salary sacrifice with Fringe Benefits Tax exemptions and improved access to the First Home Loan Deposit Scheme.

The desired outcome of the reform is to provide a financial incentive to those who wish to purchase an owner occupied dwelling in regional communities (such as Karratha). The long term vision is for an increased permanent residential workforce based in regional towns, and less reliance on transient workers, creating a more liveable community and a more stable demand for both local business and residential property.

The application has been evaluated against the Assessment Criteria in the City's Policy. A summary of the evaluation against the Assessment Criteria and the City's recommendation is provided below.

Organisation Name	Project Name	Project	Project Total	Requested Amount	Total Score (40)	Recommended Amount
KDCCI	FBT Policy Reform	Deliver a white paper and lobby for changes to FBT Policy Reform	\$94,909 (ex GST)	\$30,000 (ex GST)	31	\$30,000 (ex GST)
Total				\$30,000 (ex GST)		\$30,000 (ex GST)

If approved by Council, the City will enter into a Grant Agreement with the KDCCI in line with the Policy.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place with relevant internal departments.

COMMUNITY CONSULTATION

Community engagement activities in accordance with the iap² public participation spectrum process to involve were as follows:

Who	How	When	What	Outcome
Local businesses, associations and the community	Facebook – link to Website	17 th & 24 th July 2020	Advise of calling for advertising for 2020/21 Business Support Grants.	Awareness of application period and applications received.

STATUTORY IMPLICATIONS

There are no statutory implications.

POLICY IMPLICATIONS

Council’s Policy DE02: Business Development Support Grant Scheme applies.

FINANCIAL IMPLICATIONS

The 2020/21 budget allocated \$127,500 for the Business Development Support Grant Scheme. If Council adopts the Officer’s recommendations it will be committing to \$157,500 in expenditure under the Business Development Support Grant Scheme for 2020/21. This additional spend will be provided for through the end of financial year budget reconciliation process.

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	Small and Medium Enterprise Development
Projects/Actions:	2.a.1.1.19.1	Implement Business Support Grants Scheme

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 City has processes in place to manage the grant including acquittal.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Low	Application has been assessed in line with Council Policy CG-8
Compliance	Low	Risk will be managed through funding agreements and the City will work with organisations to ensure each project is acquitted to a satisfactory standard.

IMPACT ON CAPACITY

The capacity to deliver the recommendation will be met through the City’s existing operational resources.

RELEVANT PRECEDENTS

Council has endorsed applications for funding under the Business Development Support Grant Scheme since 2016.

Year	Number of functions supported	Total Funding Awarded	Actual Expenditure
2016/17	9	\$100,000	\$100,000
2017/18	10	\$123,000	\$97,776
2018/19	8	\$112,000	\$80,000
2019/20	6	\$81,500	\$52,500
2020/21	7	\$127,500	\$112,500

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 APPROVE financial support for the amount and/or submissions received as per Council’s determination:

Organisation Name	Project Name	Recommended Amount	Council Approved Amount

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to REFUSE the Grant application.

CONCLUSION

The KDCCI's application for funding under the Business Development Support Grant Scheme 2020/21 has been received and evaluated. It is recommended that the Council approve the application for funding.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154769
 MOVED : Cr Scott
 SECONDED : Cr Harris

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to APPROVE the grant funding for the KDCCI under Policy DE02: Business Development Support Grant Scheme in accordance with the below:

Organisation Name	Project Name	Recommended Amount
KDCCI	FBT Policy Reform	\$30,000 (ex GST)
	TOTAL	\$30,000 (ex GST)

CARRIED

FOR : Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Harris, Cr Miller, Cr Scott,
 Cr Smeathers, Cr Waterstrom Muller
 AGAINST : Nil

At 6.03 pm Cr Bertling re-entered the room.

13 STRATEGIC PROJECTS & INFRASTRUCTURE

13.1 REQUEST FOR TENDER – MINOR WORKS - ELECTRICAL

File No:	CM.500
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Manager Building Maintenance
Date of Report:	3 March 2021
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

For Council to consider inviting tenders for the provision of Minor Works – Electrical.

BACKGROUND

The City engaged Ausolar Pty Ltd for its Electrical contract under RFT 36-16/17 on 1 July 2017 for a period of two (2) years with two (2) x one (1) year extension options. Both extension options have been exercised and are due to expire on 30 June 2021.

As contractors provide specialised skills and equipment there is now another opportunity to test the market providing the most cost effective option for Council and ensure continuity of service. If supported by Council, the scope of the works to be included in the request for tender comprise, in part:

- Reactionary maintenance, including after hours, to electrical and mechanical services switchboards, distribution systems, lighting, and small power at community facilities, staff housing and other building structures that the City owns and/or is responsible for
- Statutory inspections, testing and planned maintenance of electrical installations and equipment
- New electrical installation works
- High voltage systems and equipment testing, switching and repair

In addition to the requirements of the current contract, the scope of works now proposed captures new facilities including the Red Earth Arts Precinct, Dampier Community Hub, Wickham Community Hub, and the Tambrey Pavilion along with significant redevelopments at the Airport Terminal and Operations Centre. This also includes the function of the High voltage network at Karratha Airport that was previously managed under a separate contract.

It is proposed that the principle features of the contract will be:

- Start Date 1 July 2021, subject to Council awarding a contract
- Works to be undertaken in accordance with relevant OSH provisions, Australian standards, legislation and best industry practice
- Appropriate Insurance provision
- Performance indicators – Attendance requirements in accordance with priority

- Schedules of rates, hourly rates, call out rates and mark up on materials, plant and equipment

It is proposed that the contract be for a term of three (3) years with three (3) x one (1) year extension options exercisable at the sole discretion of the City. Officers are proposing a longer term contract to provide business and service stability whilst recognising that from a contractor’s perspective being tied to a fixed rate / variation mechanism may not reflect the local market over time.

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

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Tenders are proposed to be called in accordance with Section 3.57 of the *Local Government Act 1995* and associated Regulations.

POLICY IMPLICATIONS

CG11 – Regional Price Preference and CG12 – Purchasing Policies are applicable.

The following tender criteria is proposed for this service contract:

Criteria	Weighting
Relevant experience	20%
Capacity to deliver	15%
Methodology	15%
Price	50%

FINANCIAL IMPLICATIONS

Council has allocated \$1M across its facility accounts in the 2020/21 budget for current delivery of services associated with the minor works electrical contract. It is anticipated that expenditure associated with delivering services under this contract will be in accordance with Council’s budget allocations.

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.1.5	Building Maintenance Services
Projects/Actions:	1.a.1.5.19.1	Deliver buildings and structure renewals and refurbishment 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	Low	Expenditure to be monitored against approved budgets.
Service Interruption	Moderate	Lack of routine maintenance or poor responses to breakdowns could lead to service interruptions.
Environment	N/A	Nil
Reputation	Moderate	Failure to maintain current service levels at the City's facilities could lead to community feedback and complaints.
Compliance	N/A	Nil

IMPACT ON CAPACITY

Officers have considered an in-house option, however the City does not currently have the ability to hold an Electrical Contractors License nor the technical skills and expertise.

Should Council support the recommendation, the contract is intended to be managed by the Building Maintenance department.

RELEVANT PRECEDENTS

The City has historically tendered for Minor Works – Electrical contracts under RFT 23 – 12/13 and most recently RFT 36-16/17 awarded to Ausolar Pty Ltd which commenced on 1 July 2017 and is now due to expire on 30 June 2021.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT INVITE tenders for the Minor Works – Electrical services at this time and will procure services on a case by case basis.

CONCLUSION

Council has in the past supported the inviting of tenders and awarded contracts for Minor Works – Electrical. Council are now requested to consider the proposed scope of works and tender evaluation selection criteria in order to progress the invitation to tenders.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154770
MOVED : Cr Nunn
SECONDED : Cr Waterstrom Muller

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

1. **INVITE** tenders for Minor Works – Electrical for the period of three (3) years with three (3) x one (1) year extension options, exercisable at the sole discretion of the City and in accordance with the scope of works as outlined in this report; and
2. **ENDORSE** the tender selection evaluation criteria as follows:

Criteria	Weighting
Relevant Experience	20%
Capacity to Deliver	15%
Methodology	15%
Price	50%

CARRIED

FOR : Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Bertling, Cr Harris, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST : Nil

13.2 REQUEST FOR TENDER – MINOR WORKS - BUILDING SERVICES

File No:	CM.498
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Manager Building Maintenance
Date of Report:	3 March 2021
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

For Council to consider inviting tenders for the provision of Minor Works – Building Services.

BACKGROUND

The City is responsible for the maintenance of more than 150 facilities that it owns and manages. They range in their profile, complexity and age, which dictates the level of service afforded; Red Earth Arts Precinct (REAP) through to heritage listed buildings, community hubs, to long standing pavilions.

Within the past 5 years, the REAP, Dampier Community Hub, Wickham Community Hub, and the Tambrey Pavilion have been constructed along with significant redevelopments at the Airport Terminal and Operations Centre. Refurbishment programs at City facilities, including the Leisureplex, Pam Buchanan Family Centre, the City's housing stock and public toilets have already been established maintaining them to an appropriate standard.

The City has previously engaged General Building Facilities Maintenance through a minor works contract under RFT 24-12/13, from 2013-2015. However, whilst the City has grown significantly with new facilities, since this time services have been procured on a case by case basis primarily with local contractors and supplemented with general handyman services afforded by City staff. As building services contractors provide specialised skills and equipment which are highly in demand, there is now an opportunity to test market rates, consider a cost effective solution and secure contractor resources to meet the City's level of service standards and requirements.

It is recommended that the City invites tender submissions at this time to secure continuity of service delivering routine maintenance, planned renewals and refurbishment programs.

The scope of the works proposed for building services for community facilities, staff housing and other structures that the City owns and/or is responsible for includes, in part:

- General carpentry and locksmith works and repairs
- Framing, cladding, partitioning, tiling and plasterboard
- Glazing- including boarding up, cyclone and security screens
- Flooring- including tiling, vinyl and carpet
- Painting- including patching and preparation
- Alterations, renewals and refurbishments of kitchens, kiosks and wet areas
- General handyman and related facilities maintenance

- Minor concreting and paving works
- Fencing
- Roof repairs
- Asbestos removal
- Asset inspection and condition reports,
- General assistance with budget forecasting as directed by the City

It is anticipated that respondents will not likely employ all the trades required of the contract in-house and will be required to nominate suitably experienced and licenced subcontractors which will be considered through the evaluation of submissions. The contract is proposed to allow for future approved additions or amendments to the subcontractor base.

It is proposed that the principle features of the contract will be:

- Start Date 1 July 2021, subject to Council awarding a contract
- Works to be undertaken in accordance with relevant OSH provisions, Australian standards, legislation and best industry practice
- Appropriate Insurance provision
- Performance indicators – Attendance requirements in accordance with priority
- Schedules of rates, hourly rates, call out rates and mark up on materials, plant and equipment

It is proposed that the contract be for a term of two (2) years with two (2) x one (1) year extension options exercisable at the sole discretion of the City and will complement a range of established and allied Minor Works contracts including Electrical, Plumbing, Mechanical and Fire Services.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Tenders are proposed to be called in accordance with Section 3.57 of the *Local Government Act 1995* and associated Regulations.

POLICY IMPLICATIONS

CG11 – Regional Price Preference and CG12 – Purchasing Policies are applicable.

The following tender criteria is proposed:

Criteria	Weighting
Relevant experience	15%
Capacity to deliver	20%
Methodology	15%
Price	50%

The criteria for capacity to deliver is weighted considering current market availability for building trades and when they will be required by the City.

FINANCIAL IMPLICATIONS

Council has allocated \$1.5M across its facility accounts in the 2020/21 budget for current delivery of services. It is anticipated that expenditure associated with delivering routine maintenance, renewals and refurbishments under this contract will be in accordance with Council’s budget allocations.

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.1.5	Building Maintenance Services
Projects/Actions:	1.a.1.5.19.1	Deliver buildings and structure renewals and refurbishment program
	1.a.1.5.20.2	Implement Staff Housing Refurbishment 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	Low	Expenditure to be monitored against approved budgets.
Service Interruption	Low	Lack of routine maintenance or poor responses to breakdowns could lead to service interruptions.
Environment	N/A	Nil
Reputation	Moderate	Failure to maintain current service levels at the City’s facilities could lead to community feedback and complaints.
Compliance	N/A	Nil

IMPACT ON CAPACITY

Should Council support the recommendation, the contract is intended to be managed by the Building Maintenance Department. It is anticipated that there will be administrative efficiencies by a reduction of approximately fifty (50) competitive quotation processes per annum for building works currently administered by the Building Maintenance Department. It should be noted that the Building Maintenance department currently issues approximately 3,000 purchase orders per annum.

RELEVANT PRECEDENTS

The City has historically tendered for General Building Facilities Maintenance through a minor works contract RFT 24-12/13 for 2013-2015. Since that time services have been procured on a case by case basis.

Officers have considered an in-house option, however due to the inconsistent workflows for specific trades required, this is not viable.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1
As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT INVITE tenders for the Minor Works – Building Services at this time and continue to procure services on a case by case basis.

CONCLUSION

Council has in the past supported the inviting of tenders and awarded contracts for General Building Facilities Maintenance. Council are now requested to consider the proposed scope of works and tender evaluation selection criteria in order to progress the invitation to tender.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154771
 MOVED : Cr Nunn
 SECONDED : Cr Armstrong

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

1. INVITE tenders for Minor Works – Building Services for the period of two (2) years with two (2) x one (1) year extension options, exercisable at the sole discretion of the City and in accordance with the scope of works as outlined in this report; and
2. ENDORSE the tender selection evaluation criteria as follows:

Criteria	Weighting
Relevant Experience	15%
Capacity to Deliver	20%
Methodology	15%
Price	50%

CARRIED

FOR : Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Bertling, Cr Harris, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
 AGAINST : Nil

Cr Waterstrom Muller declared a financial interest in item 13.3 Eastern Corridor Facilities - Cleaning Services Contract as Cr Waterstrom Muller is employed by the Ngarliyarndu Bindirri Aboriginal Corporation which manages Brida Pty Ltd.

At 6.04 pm Cr Waterstrom Muller left the room.

13.3 EASTERN CORRIDOR FACILITIES - CLEANING SERVICES CONTRACT

File No: CM.483
Responsible Executive Officer: Director Strategic Projects & Infrastructure
Reporting Author: Manager City Services
Date of Report: 2 March 2021
Applicant/Proponent: Nil
Disclosure of Interest: Nil
Attachment(s): Confidential - Tender Evaluation Report

PURPOSE

For Council to consider the tender for the Eastern Corridor Facilities Cleaning Services offered under RFT 13-20/21.

BACKGROUND

At its meeting of 14 December 2020, Council resolved to call tenders for the delivery of Cleaning Services for its facilities in the Eastern Corridor (Roebourne, Wickham, Point Samson) for a period of three (3) years with two (2) x one (1) year extension options.

Tenders were advertised on 27 January 2021 and closed 17 February 2021.

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

- Brida Pty Ltd
- Karratha Cleaning Pty Ltd
- Cherrata Lodge

The tenders were evaluated by a three (3) person panel comprising of:

- Manager City Services
- Supervisor Sanitation Services
- Office Supervisor Waste Services

The tenders were first assessed for compliance with the tender documents. One tender was deemed non-compliant. The tenders were then assessed against the qualitative criteria that were weighted. The criteria and associated weightings were:

Criteria	Weighting
Relevant Experience	15%
Demonstrated Understanding	10%
Capacity to Deliver	25%
Price	50%

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 low significance in terms of economic issues, environmental issues, and Council’s ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

Officers consulted as part of the panel evaluation process.

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 the *Local Government (Functions and General) Regulations 1996*.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Current annual costs of the in house cleaning service for the Eastern Corridor is \$812,923 capturing salaries, employment overheads, materials and plant cost.

The financial implications of endorsing the recommendation would result in an annual reduction of approximately \$400,000 in salaries and wages, staff overheads and material costs to the City.

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: 1.a.1.0 Waste Services
 Projects/Actions: 1.a.1.10.19.1 Implement and deliver litter and sanitation servicing contracts.

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	Low	High levels of sanitation specified in service standards and performance monitored for compliance
Financial	Low	Awarding contract will deliver savings in 2021/2022 budget and future financial years
Service Interruption	Low	Minor service interruption may occur during transition of services to contract
Environment	Low	Non-hazardous cleaning products specified in contract cleaning services
Reputation	Low	A reduction in City staff on site may contribute to some reputational risk, however, co-branding and

Category	Risk level	Comments
		regular monitoring of services by City Supervisors will assist in mitigating this risk.
Compliance	N/A	Nil

IMPACT ON CAPACITY

Should Council endorse the Officer's recommendation, three current Cleaner vacancies will be removed from the City Services structure. The suggested resource adjustments will not impact on capacity to fulfil current and future service requirements.

RELEVANT PRECEDENTS

Council has previously awarded contracts for cleaning services at the Karratha Leisureplex, Karratha Airport, Dampier Community Hub, Youth Shed and Frank Butler Community Centre.

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 Eastern Corridor Cleaning Services under RFT 13-20/21 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 the Eastern Corridor Cleaning Services under RFT 13-20/21 and READVERTISE the tender.

CONCLUSION

The Evaluation Panel believes that the recommended Tenderer provides the most advantageous outcome for the City.

If Council endorse the Officer's recommendation, it is anticipated the contract will commence on 1 May 2021 for a period of three (3) years with two (2) x one (1) year extension options exercisable at the sole discretion of the City.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154772
MOVED : Cr Harris
SECONDED : Cr Scott

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

- 1. ACCEPT the tender submitted by Karratha Cleaning Pty Ltd ABN 42 143 587 482 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 13-20/21 – Eastern Corridor Cleaning Services for a period of three (3) years with two (2) x one (1) year extension options; and**
- 2. EXECUTE a contract with Karratha Cleaning Pty Ltd, SUBJECT to any variations of a minor nature.**

CARRIED

FOR : Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Bertling, Cr Harris, Cr Miller,
Cr Scott, Cr Smeathers
AGAINST : Nil

At 6.04 pm Cr Waterstrom Muller re-entered the room.

13.4 REQUEST FOR TENDER – LOT 651 HANCOCK WAY BULGARRA- SUBDIVISION

File No:	CP.1410
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Manager Infrastructure Services
Date of Report:	5 March 2021
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	1. Detailed Design 2. Confidential - Pre Tender Estimate 3. Confidential - Projected Revenue

PURPOSE

For Council to consider the detailed design and consider inviting tenders for the subdivision of Lot 651 Hancock Way, Bulgarra (the site).

BACKGROUND

In 2010, the State Government initiated the 'Lazy Lands' Residential Infill Program, that identified underutilised or surplus land that can be brought to market for housing. The intent of the Lazy Lands project was to address housing shortages associated with an expanding resource sector, secure an improved level of housing affordability, and grow sustainable centres where residential settlement encourages greater economic diversification.

In 2011, the State Government sought expressions of interest from the City (then Shire of Roebourne) for six crown land parcels. One of these sites was Lot 651 Hancock Way, Bulgarra. The City prepared and advertised a Business Plan outlining its intention to acquire five sites including Lot 651 Hancock Way for the purpose of residential development. Additionally, the proposed Residential zoning of, and Structure Plan for the subject site were advertised in November and December 2013.

At its meeting on 16 February 2015, Council agreed to purchase the site from the State Government. Being approximately 1.1ha in size, the site is zoned Urban Development by the City's Local Planning Scheme No. 8. The Land is subject to a Structure Plan (DA52) which sets out a development plan for the site which designates the land as Residential R30. The site is east of the Karratha CBD and bounded by Bayview Road to the north, Maitland Road to the east, Hancock Way to the south and Brockman Street drainage easement to the west.

At its ordinary meeting held in October 2020, Council resolved to consent to a subdivision application being lodged for the site, to the Western Australian Planning Commission. Council was presented with several options to consider in developing the site ultimately supporting the site to be subdivided into twenty (20) residential lots.

In support of progressing the project, in 2020/2021 Council allocated \$150k for the design works and \$400k for start of construction works.

Officers have since let the contract for a full feature survey of site and engaged a Lead Consultant to undertake design work of the subdivision. A copy of the detailed design is attached. Council officers have also lodged an application with the Western Australian Planning Commission for subdivision approval.

Officers are now finalising the detailed designs and Council is now requested to consider inviting tenders for the construction of the site in accordance with the detailed design as contained in Attachment 1. The proposed scope of works includes:

- Preliminaries (site set out, services)
- Earthworks and site works
- Sewer reticulation
- Water reticulation
- Underground power
- Relocation of existing Horizon Power assets
- Communication
- Roads and path (A laneway and footpath)
- Masonry Wall on the boundary along the Bayview road

The provision of a masonry wall and fencing on Bayview road is consistent with the Development Plan adopted by Council for the site. Providing uniform fencing in this location is seen as a quality design outcome and will enhance the street appeal of the development. Any sales could account for the costs which would be further considered in the City's disposal strategy.

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 addressing land supply and housing demand in the City, whilst utilising surplus land set aside for this purpose.

While considering the significant decrease in the number of properties available to rent and/or buy in the district, the undersupply of housing has been partially addressed by the proactive approach to develop the Council owned sites known as Lazy Lands.

COUNCILLOR/OFFICER CONSULTATION

Council considered development options for the site and resolved to pursue the current plan of subdivision at the Council meeting in October 2020. Subsequently, a Project Reference Group was established to oversee delivery of the subdivision.

COMMUNITY CONSULTATION

The proposed Residential zoning of, and Structure Plan for the subject land were advertised in November and December 2013. The zoning of the land and approved structure plan are publicly available.

Whilst the land has been zoned for residential development for some time, the decision to develop the site has only been made in the last four months in an effort to help increase short term land and housing supply. A letter was delivered to adjoining property owners and residents on the opposite side of Hancock Way in December 2020, to invite them to attend a meeting to provide information on the plans to subdivide the land.

Following the letters provided, the City's Manager Approvals & Compliance and Manager Infrastructure Services met with eight resident property owners on 22 February 2021. Concerns were raised at the meeting about the following matters:

- The number of houses that will be built;
- The standard of housing;
- The amount of additional traffic that will generated on Hancock Way; and
- The visual impact of new houses across the road rather than vacant land and the coastal dunes beyond.

Officer responses to these concerns are set out below.

Number of houses that will be built

The new subdivision will increase the number of lots using Hancock Way to access Maitland Road. However, this is considered an acceptable increase. There are currently an average of 48 lots per street block that access Maitland Road. There are currently 31 lots that use Hancock Way to access Maitland Road. The new subdivision will only take the total number of lots accessing Hancock Way to 51, which is close to the average.

Existing properties in Hancock Way are zoned Residential R20. The minimum average dwelling density for the R20 code is one dwelling every 450m². The subject land is zoned Residential R30. This provides for a dwelling every 300m². This higher coding has been applied to much of the land more recently identified for infill development to maximise the capacity to provide additional houses while utilising existing infrastructure.

At 1.1ha in area, and with a coding of R30, there could be as many as 37 dwellings constructed on the site. The proposed subdivision only provides for 20 lots. Even if larger lots were created, a future lot owner may seek to develop more than a single house on the lot based on the development potential afforded by the R30 density code (i.e. a dwelling every 300m²).

Standard of housing

Housing affordability is an issue of concern in the community generally. This does not mean the lots in this subdivision will only be developed to a low standard. To the contrary, a high standard of development is expected on these lots. Decisions on disposal are yet to be made, however the City may develop some of the lots to set an example of the type of development it is encouraging.

As part of the subdivision construction works it is proposed that the City will develop a uniform high standard of fencing along Bayview Road to help in marketing the lots. Any lots not retained by the City will most likely be sold on the open market at market value. By putting more lots on the market, the City is hoping to help maintain house prices at affordable levels.

Amount of additional traffic that will be generated on Hancock Way

While the subdivision would increase the daily traffic volume on this section of Hancock Way, the road has the capacity to accommodate the additional traffic and traffic speed would be low. Notwithstanding, attendees at the meeting put forward a number of possible alternative access arrangements that would reduce the amount of traffic using Hancock Way. The following comments provide technical responses to those suggestions.

Bayview Road is a District Distributor Road. There are no houses that have direct access onto Bayview Road for its entire length. This allows drivers to use Bayview Road to quickly get into the CBD or to the other side of town. Allowing houses to have direct access onto Bayview Road would interrupt the safe traffic flow along it and require the current speed limit to be reduced.

The current design of the local road network provides for collector roads (i.e. Maitland Road) to intersect with the District Distributor (Bayview Road) at well-spaced intervals. Retaining

this hierarchy of access provides for safe and efficient traffic flow. The laneway is the lowest order road in the local road hierarchy. Allowing laneways to connect direct to Bayview Road would affect safe and efficient traffic flow along Bayview Road and would require the current speed limit to be reduced. It is noted that Bayview Road will also accommodate future traffic associated with any residential development in Mulutaga.

It is likely that a new road or a laneway extension could be built across the drainage reserve but such a road is not required to address any technical traffic issue, is not part of overall road planning for Bulgarra, and would add unnecessary cost to the subdivision. Residents along Brockman Street would raise the same concerns about increased traffic when this is not necessary.

Views from properties across the road

The view will definitely change if the land across the road is developed. However, the land is identified and zoned for residential development so the land will not remain vacant. There is a need to increase the short-term supply of land for new houses. Subdivision of this land can provide for that.

Owners of these proposed new lots would be able to build single or double storey development that complies with relevant residential development standards. This is no different to what owners on the other side of Hancock Way can do with their properties.

Owners of lots with frontage to both Bayview Road and Hancock Way will be encouraged to look out over Bayview Road but the Hancock Way frontage will be treated as the Primary Street. This will require the vehicle parking and front door to face Hancock Way and for any fencing along the front boundary to be permeable. This will be an appropriate interface in the context of the existing properties on the other side of Hancock Way.

A response along these lines has been sent to attendees following the meeting. Officers have committed to continue to provide the group information on the project.

STATUTORY IMPLICATIONS

Tenders are proposed to be called in accordance with section 3.57 of the *Local Government Act 1995* Part 4, Division 2 – Tenders for providing goods and services, of the *Local Government (Functions and General) Regulations 1996*.

POLICY IMPLICATIONS

CG12 Purchasing Policy is applicable.

The following tender weighting criteria is proposed:

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

FINANCIAL IMPLICATIONS

Estimated costs for the subdivision construction was \$1.818M, as provided to Council at its October 2020 meeting. This included head works (water, sewerage and electricity), internal subdivision works (stormwater drainage, sewer and water reticulation, underground power services, NBN pit and pipe) and laneway construction (kerbing and drainage).

As at March 2021, the pre-tender estimate including design costs is \$2.27M. The cost variance is due to:

- addition of boundary wall along Bayview Road based on development plan
- increase of professional fees and charges
- relocation of Horizon power assets

Refer to the Confidential Attachment 2 – Pre Tender Estimate for a detailed cost breakdown.

As the cost has increased, there is an impact on the potential net proceeds to be derived from the development. Arguably the quality of the subdivision is enhanced with the inclusion of the masonry wall and fence which could be offset in sales.

Projected net proceeds from revenue is provided in the table below. Refer to the Confidential Attachment 3 – Projected Revenue, for detailed estimations based on each lot within the site.

	Original Proposal	Pre tender Estimate
Development Cost	\$1,817,941	\$2,271,896
Forecast Sales	\$2,502,401	\$2,777,479
Net Proceeds	\$684,460	\$505,583

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: 2.c.1.2 Land Development and Management
 Projects/Actions: 2.c.1.2.20.2 Redevelopment of Lazy Land Sites

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	Capital expenditure for Investment on development may not be able to be recovered if the proposed lots are unable to be sold or sold for less than the estimated sales price. There is currently a shortage of land to buy within the City of Karratha. This shortage of land will create more demand for these new lots.
Service Interruption	Low	Connection to existing utilities within the area will impact on services. Early engagement with utility providers and ongoing engagement in place.
Environment	Low	There are only there (3) native trees and low level grass that require removal. Remaining trees will be protected.

Category	Risk level	Comments
		Environmental impacts, including noise and dust, will be monitored against management plans during the construction period.
Reputation	Moderate	Positive impact for the City from future residents. Development of these lots will stimulate the residential market. This will demonstrate the City's commitment to being part of the solution to address the shortage of housing. Existing residents' complaints following consultation and during works.
Compliance	Low	Detailed designs are prepared in line with relevant legislation, Council Policies, and Australian Standards in conjunction with specialised consultants.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

The City of Karratha owns several 'Lazy Land' sites and other vacant lots that are currently proposed to be developed, including Gregory Way, Bulgarra, and 3 sites in Nickol under a Development Partnership Agreement.

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* INVITE tenders with the following modifications to scope of the works _____.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT INVITE tenders for the subdivision of Lot 651 Hancock Way, Bulgarra.

CONCLUSION

Affordable housing to rent and buy is currently a critical issue for City residents, coupled with a shortage of properties to buy and/or rent. Without the development of residential lots, it is likely that there will be a spike in house and rental prices which has flow-on impacts to residents and local businesses.

Projects like the subdivision of Lot 651 Hancock Way, Bulgarra will help deliver more land to the market for housing sooner. There will be 20 new residential lots added to the market by the end of 2021, if Council were to support this proposal and proceed to tender.

OFFICER’S RECOMMENDATION

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

1. INVITE tenders for the Construction of Lot 651, Hancock Way, Bulgarra Subdivision in accordance with the scope of works as outlined in this report, and as supported by the attachments to this report;
2. ENDORSE the tender selection evaluation weighting criteria as follows:

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

3. NOTE a further report will be presented to Council to consider the tender outcome and potential disposal strategy of the 20 lots.

COUNCIL AMENDED RESOLUTION

Res No : 154773
 MOVED : Cr Waterstrom Muller
 SECONDED : Cr Harris

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

1. INVITE tenders for the Construction of Lot 651, Hancock Way, Bulgarra Subdivision in accordance with the scope of works as outlined in this report, and as supported by the attachments to this report;
2. ENDORSE the tender selection evaluation weighting criteria as follows:

Criteria	Weighting
Price	50%
Relevant Experience	20%
Methodology	20%
Capacity to Deliver	10%

3. NOTE a further report will be presented to Council to consider the tender outcome and potential disposal strategy of the 20 lots.

CARRIED

FOR : Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Bertling, Cr Harris, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
 AGAINST : Nil
 REASON : Councillors modified the Officer’s recommendation to amend the tender selection weighting criteria to provide more emphasis on relevant experience and methodology criteria to deliver a high quality development.

Cr Bertling declared a financial interest in 13.5 Dampier Boat Ramp Jetties as Cr Bertling has a commercial agreement for photography with Bez Engineering.

At 6.08 pm Cr Bertling left the room.

13.5 DAMPIER BOAT RAMP JETTIES

File No:	CM.489
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Project Manager
Date of Report:	8 March 2021
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Confidential – Tender Evaluation Report

PURPOSE

For Council to consider the Renewal of the Dampier Boat Ramp Jetties tender offered under RFT 16-20/21.

BACKGROUND

The original Dampier jetty was designed in 1986, with the northern ramp being constructed in 1988 and an additional ramp duplicated on the southern side in late 1999 and early 2000.

In 2014, a substantial upgrade to the ramps, staging areas and circulation space was performed, including precast non-slip panels installed and new rigging and de-rigging areas. In addition, ongoing minor maintenance, including water blasting organic material and incidental repairs have been performed periodically over the life of the facility.

The City is responsible for managing and maintaining the Dampier public boat ramp jetties and adjoining launch ramps. The public jetties are considered an essential part of the community's recreational boating and tourist economy with the facility operating twenty-four hours and accommodating recreational boating movements throughout the year.

The City engaged GHD Pty Ltd in August 2020 to prepare a report to establish the condition of the Dampier jetties structure and inform on the future maintenance requirements. The Consultant's Condition Report highlighted the state of members above the waterline were in poor condition yet the existing footings appear to be showing no sign of failure. The consultant identified that there is currently a moderate risk of structural failure; however, this will further deteriorate after some eighteen months if the City did no significant repairs.

Similar to the solution implemented at John's Creek, the recommendation of this assessment was to replace the existing deck structure by reusing the current piles. In January 2021, Council resolved to proceed to tender for the option of replacement of the jetties. This solution was seen as the best option to reduce the risk of failure, lower unforeseen costs of ongoing remedial works, lower upfront maintenance costs, and allow the establishment of a measured and accurate maintenance schedule.

Prior to tender, the Consultant provided an opinion of probable cost for the replacement of the two jetties at Dampier in the order of \$1.4M (excl. GST).

Tenders were advertised on 10 February 2021 and closed 4 March 2021.

Three tenders were received by the closing date from:

- Bez Engineering
- Duratec Australia
- KAW Engineering

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

- Manager Infrastructure Projects
- 2 x Project Managers - Strategic Projects and Infrastructure

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	20%
Methodology	10%
Capacity to Deliver	10%
Price	60%

The Regional Price Preference Policy was applied to the three 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 social issues and financial issues, and of low significance in terms of the Council's ability to perform its role. The renewal of the ramp jetties will improve launching conditions and extend the life of the infrastructure.

COUNCILLOR/OFFICER CONSULTATION

Council has been presented with options and indicative costings at the December 2020 Council Briefing Session.

COMMUNITY CONSULTATION

The City has promoted the decision to reconstruct the jetty post the January 2021 decision to call tenders.

A further project communication plan will be developed to ensure key stakeholders are kept up to date with the progress of the construction process in accordance with the iap2 public participation spectrum process.

STATUTORY IMPLICATIONS

Tenders were called in accordance with section 3.57 of the *Local Government Act 1995* and Part 4, Division 2 – Tenders for providing goods and services, of the *Local Government (Functions and General) Regulations 1996*.

POLICY IMPLICATIONS

Purchasing CG-12 and Regional Price Preference Policy CG-11 are applicable.

FINANCIAL IMPLICATIONS

Council has allocated \$150,000 (excl. GST) in the 2020/21 Budget, originally anticipated for the investigation and maintenance at the Dampier Boat Ramps.

To date, \$43,000 (excl. GST) has been expended on the assessment and detailed design of the replacement jetty with \$107,000 (excl. GST) remaining to be spent for maintenance or construction works.

As part of the GHD condition report and Council report to the January OCM, a budget estimate of \$1.4M was provided as the renewal cost for the facility. As part of the tender, contractors were asked to detail the methodology to address the three lowest piles to each jetty (six in total) which are located below the low water mark. The preferred tenderer has submitted a methodology that requires divers and temporary infrastructure to assist with installation of new pile sleeves which has impacted on the tender price. Officers support the proposed methodology as it improves accessibility to the existing infrastructure and reduces construction risk.

Consequently, as the preferred tenderer exceeds the forecast budget, should the tender be awarded, Council will be required to make allowance for the balance of the works through the 2021/22 annual budget process.

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: 1.a.2.6 Infrastructure Project Management
 Projects/Actions: 1.a.2.6.20.4 Undertake repairs to Finger Jetty at Dampier Boat Ramp

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	Moderate	If remedial works of some kind do not proceed, failure of the structure has the potential to cause health implications.
Financial	Moderate	If renewal works do not proceed, maintenance costs are highly likely to increase due to the deterioration of the existing structure.
Service Interruption	Low	The jetties will be closed one at a time to ensure launching facilities availability. In addition, officers will investigate use of other facilities, including private facilities’ while the works are being performed.
Environment	Low	Environmental containment and disposal of waste is proposed to be in the contractor’s scope.
Reputation	Moderate	The safety, functionality, and condition of the boat ramp facilities is a responsibility of Council. Council has the opportunity to improve on visitor/resident experience through the renewal of the ramp facilities

Category	Risk level	Comments
Compliance	Low	Designs are being undertaken by qualified civil engineers to ensure compliance with current standards.

IMPACT ON CAPACITY

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

Design and investigation works of the new structures have been completed by external consultants, and coordinated in consultation with various departments.

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

RELEVANT PRECEDENTS

The City has previously undertaken replacement and renewal projects associated with various boat ramps including the current renewal of the John's Creek Boat Ramp Jetty.

The 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 3.57 of the *Local Government Act 1995* RESOLVES to AWARD the tender for Renewal of the Dampier Boat Ramp Jetties under RFT 16-20/21 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 Renewal of the Dampier Boat Ramp Jetties under RFT 16-20/21 and READVERTISE the tender.

CONCLUSION

The Evaluation Panel believes that the recommended tenderer has the capacity to deliver the works to the standards expected by the City and provides the most beneficial outcome for the City.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154774
MOVED : Cr Smeathers
SECONDED : Cr Nunn

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

1. **ACCEPT** the tender submitted by Bez Engineering ABN 38 108 578 454 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 16-20/21 – Renewal of the Dampier Boat Ramp Jetties; and
2. **EXECUTE** a contract with Bez Engineering, **SUBJECT** to any variations of a minor nature.

CARRIED

FOR : Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Harris, Cr Miller, Cr Scott,
Cr Smeathers, Cr Waterstrom Muller
AGAINST : Nil

At 6.09 pm Cr Bertling re-entered the room.

14 ITEMS FOR INFORMATION ONLY

Responsible Officer: Chief Executive Officer

Reporting Author: Minute Secretary

Disclosure of Interest: Nil

PURPOSE

To advise Council of the information items for March 2021.

VOTING REQUIREMENTS

Simple Majority.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154775

MOVED : Cr Harris

SECONDED : Cr Nunn

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 Concession on Fees for Council Facilities**
- 14.4 Community Services update**
- 14.5 Development Services update**

CARRIED

FOR : Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Bertling, Cr Harris, 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

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 February 2021.

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 March 2021
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:

Tender No:	RFT 12-20/21	Project Budget:	\$450,000
Tender Title:	Sports Lighting Windy Ridge AFL		
State-wide Advertising Commenced:	03/02/2021	Tender Closing Date/ Time:	03/03/2021
Scope of Works:	Detailed design, manufacture, supply, installation, testing, commissioning, maintenance and defects of electrical services and associated equipment for new LED lighting system to four (4) light poles and all associated fittings, wiring, and cabling.		
Selection Criteria:	Relevant Experience	10%	
	Methodology	10%	
	Capacity to Deliver	10%	
	Product Quality	20%	
	Price	50%	
Submissions Received:	<ul style="list-style-type: none"> • Ausolar • KAW Engineering • Prestige • Westelec Industries • Weststate Energy 		
Tender Awarded to:	Ausolar		
Contract Value:	\$382,177 (excl. GST)	Date of Award:	12 March 2021
Contract Term:	3-4 months	Contract Options:	Nil

14.3 CONCESSION ON FEES FOR COUNCIL FACILITIES

File No: CR.38

Responsible Executive Officer: Director Community Services

Reporting Author: Director Community Services

Date of Report: 3 March 2021

Disclosure of Interest: Nil

Attachment(s) Nil

PURPOSE

To provide Council with a summary of all Community Services concessions on fees for Council facilities and services Under Section 1.10 of the Delegations Register since the last Ordinary Council Meeting.

Name	Reason	Amount (inc GST)
St Paul's Primary School	Fee waiver for donation of 1 month's full membership at KLP for prize at fundraiser quiz night on 13 March 2021.	\$179

14.4 COMMUNITY SERVICES UPDATE

File No:	CS.23
Responsible Executive Officer:	Director Community Services
Reporting Author:	Director Community Services
Date of Report:	3 March 2021
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To provide Council with an update on February operational data for Community Facilities and Services.

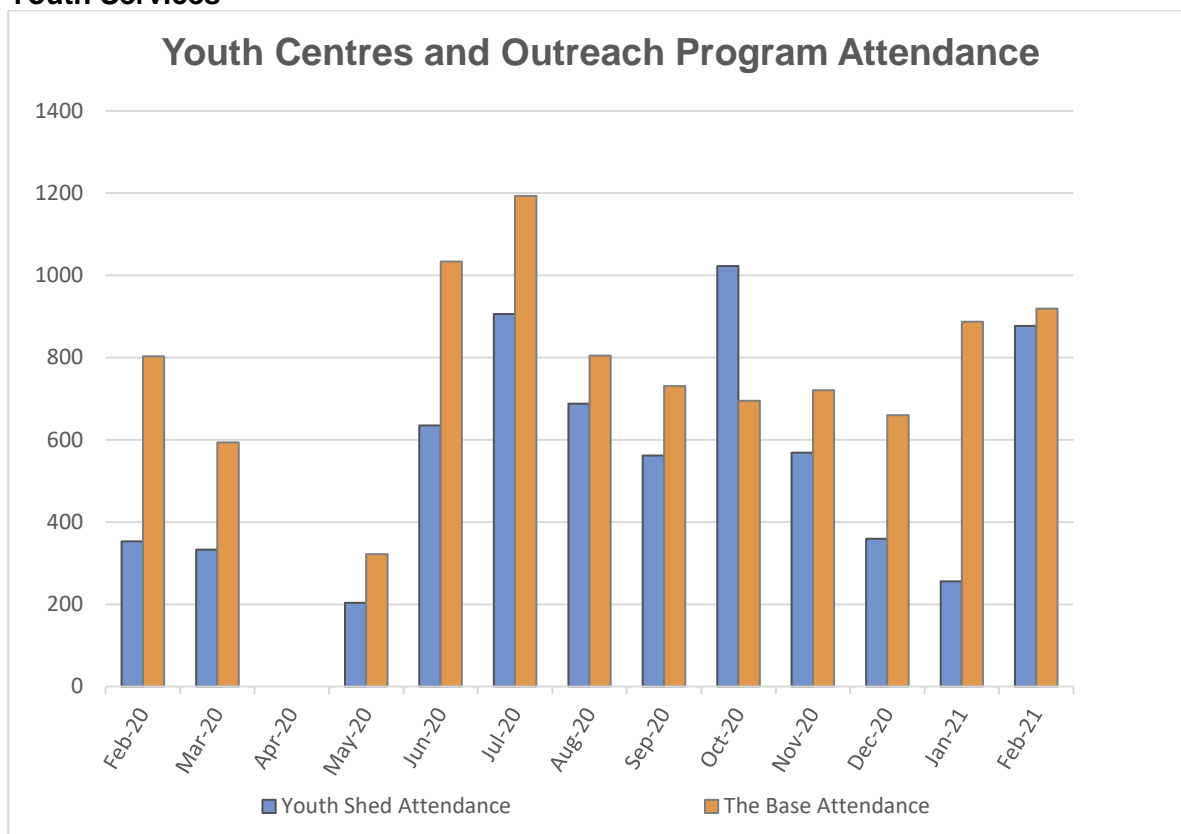
COMMUNITY FACILITY ATTENDANCE

Facility Attendance	February 2020	February 2021	%
The Youth Shed	353	877	↑ 148%
The Base	803	919	↑ 14%
Total Library	8842	8584	↓ 3%
Karratha Leisureplex	41324	52324	↑ 27%
Wickham Recreation Precinct	5108	2125	↓ 58%
Roebourne Aquatic Centre	324	988	↑ 205%
REAP	4012	3221	↓ 20%
Indoor Play Centre	1955	1698	↓ 13%
Community Programs	February 2020	February 2021	+/-
Security Subsidy Scheme properties	6	20	+ 14
Meet the Street parties	0	0	+ 0

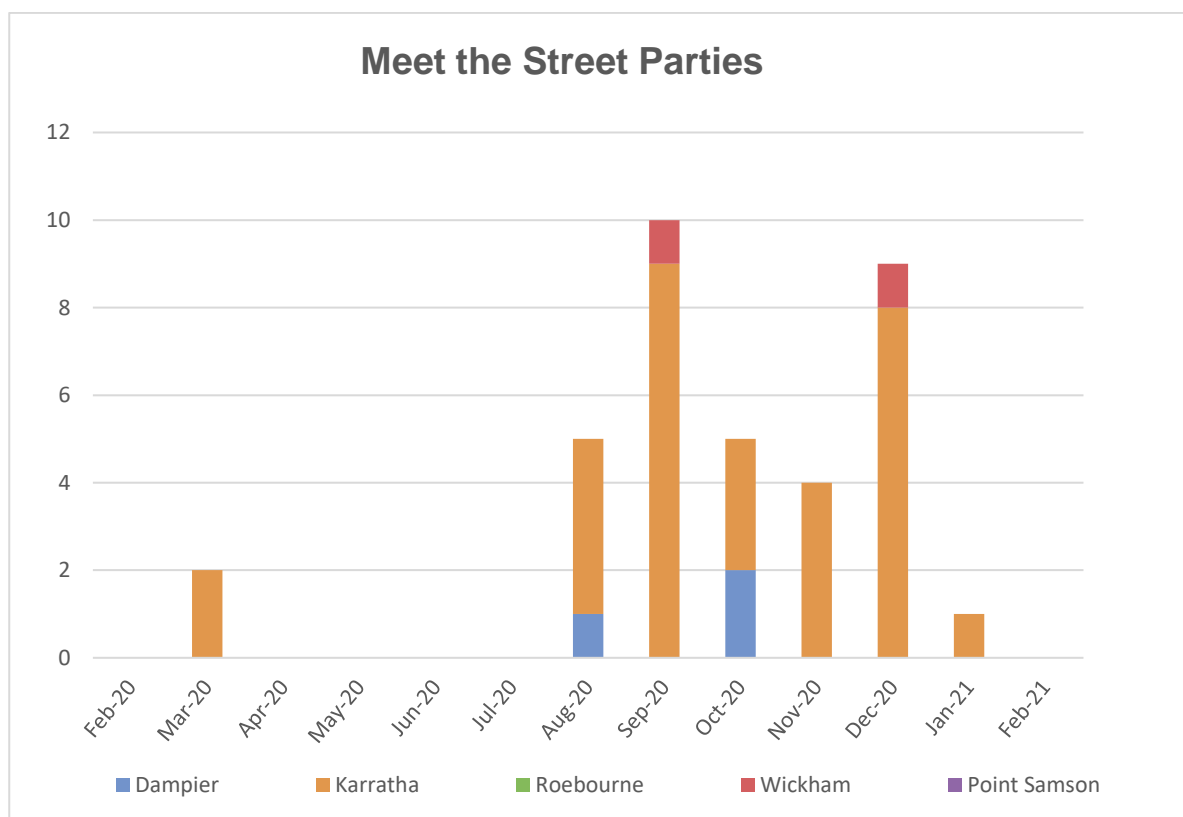
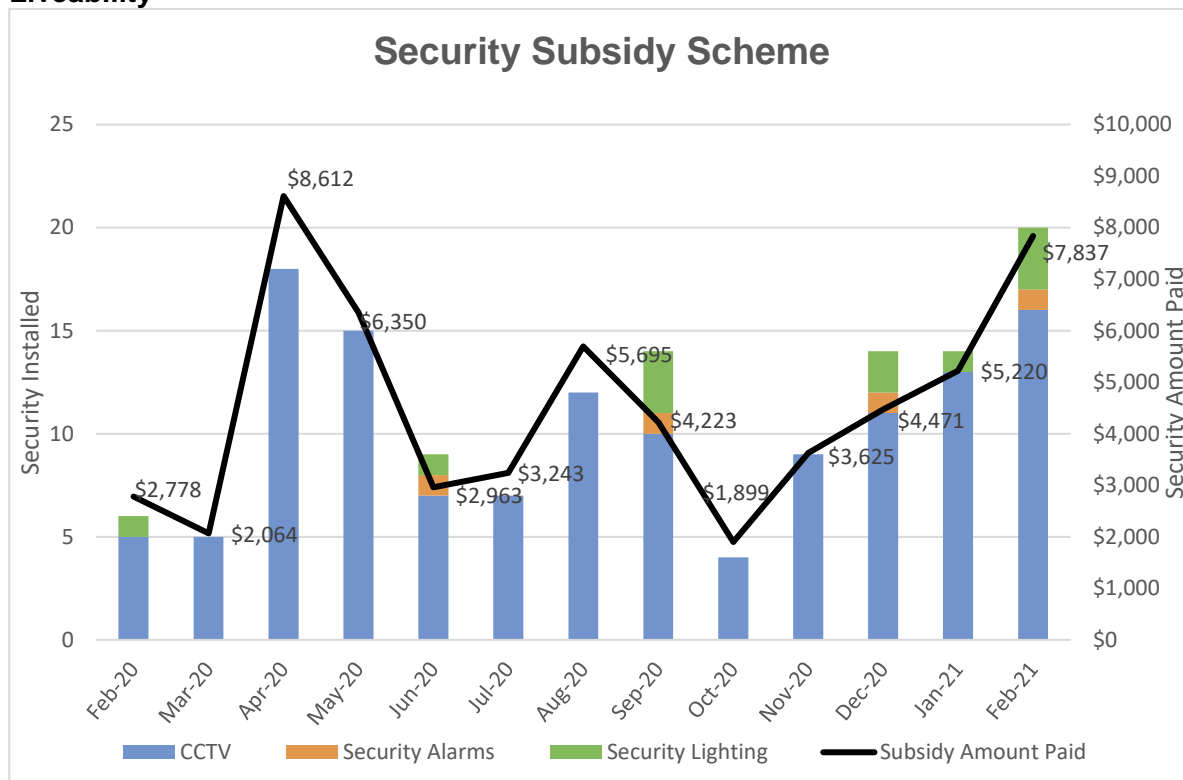
- Internet access has been restored at the Youth Shed. Successful Friday Night Live programs attracted 53 youth for a Silent Disco and 26 youth for a Murujuga Rangers visit.
- Total Library:
 - **4304** total library resources borrowed. **9567** total membership.
 - **92** new members signed up in February.
 - **911** members participated in active engagement sessions/activities.
- Wickham pool closure has seen a decrease in attendance at Wickham Recreation Precinct and an increase in attendance at Roebourne Aquatic Centre when compared to February 2020.

- Security Subsidy Scheme has seen the highest number of participating properties (20) in February since program inception. Total subsidy paid to date \$75,963 and total spend with local suppliers is \$241,888.
- February delivered **18** movies with total movie patron attendance of **845**.
- In total, REAP delivered **11** venue hire bookings this month. This included one corporate event on The Shelf, four drama workshops procured by the Arts Development team as part of the Barking Gecko program which also included five live performances of 'House' in the theatre for the local schools.

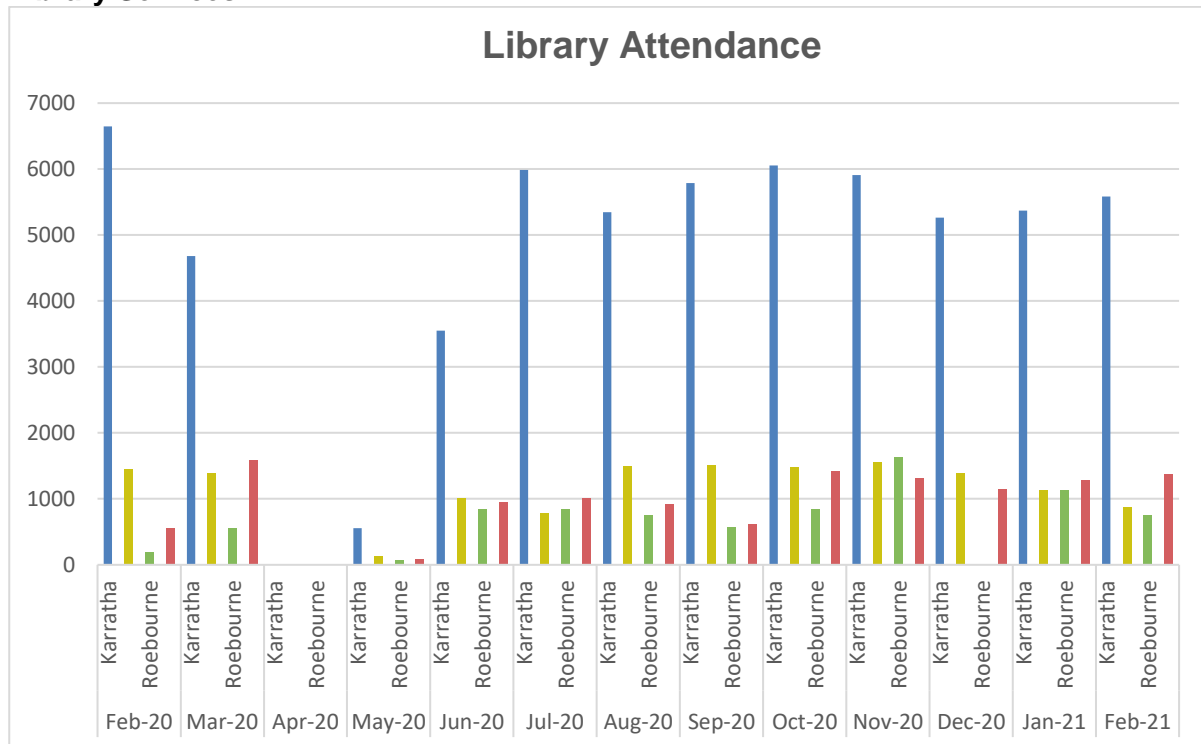
Youth Services



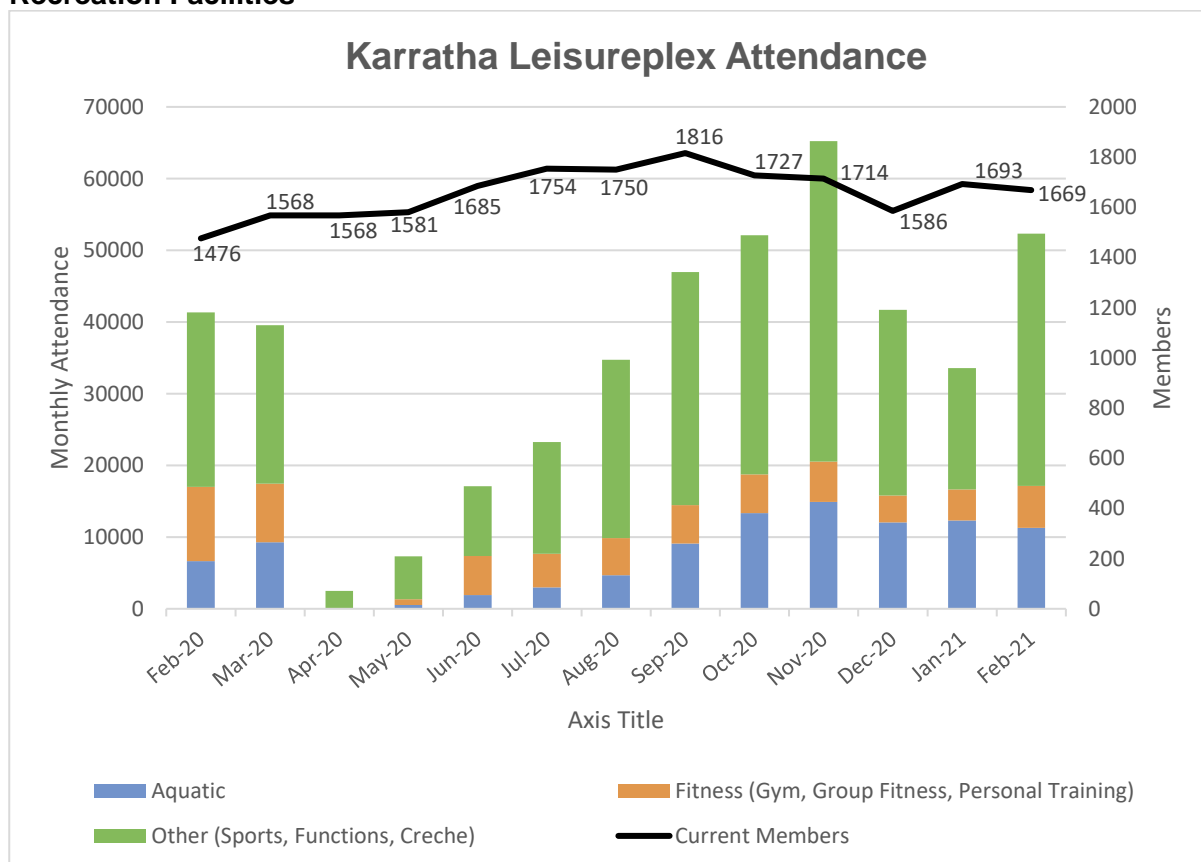
Liveability

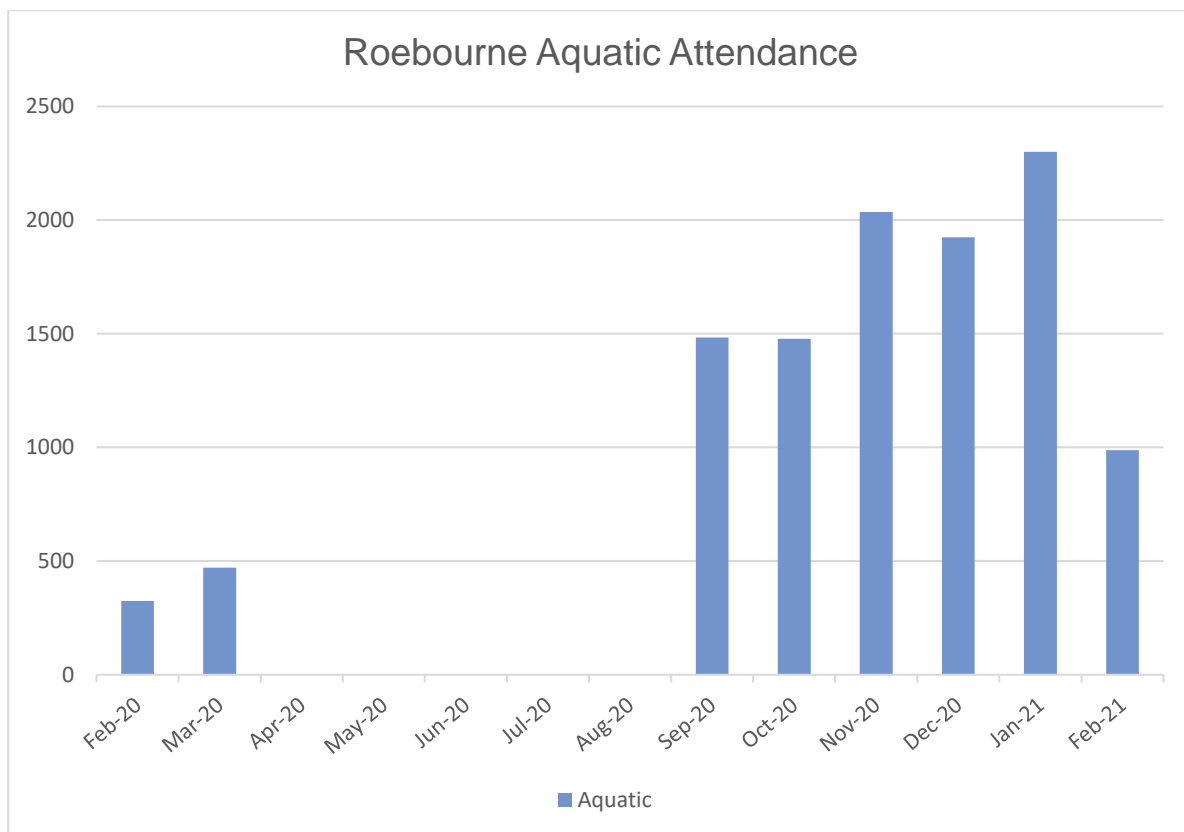
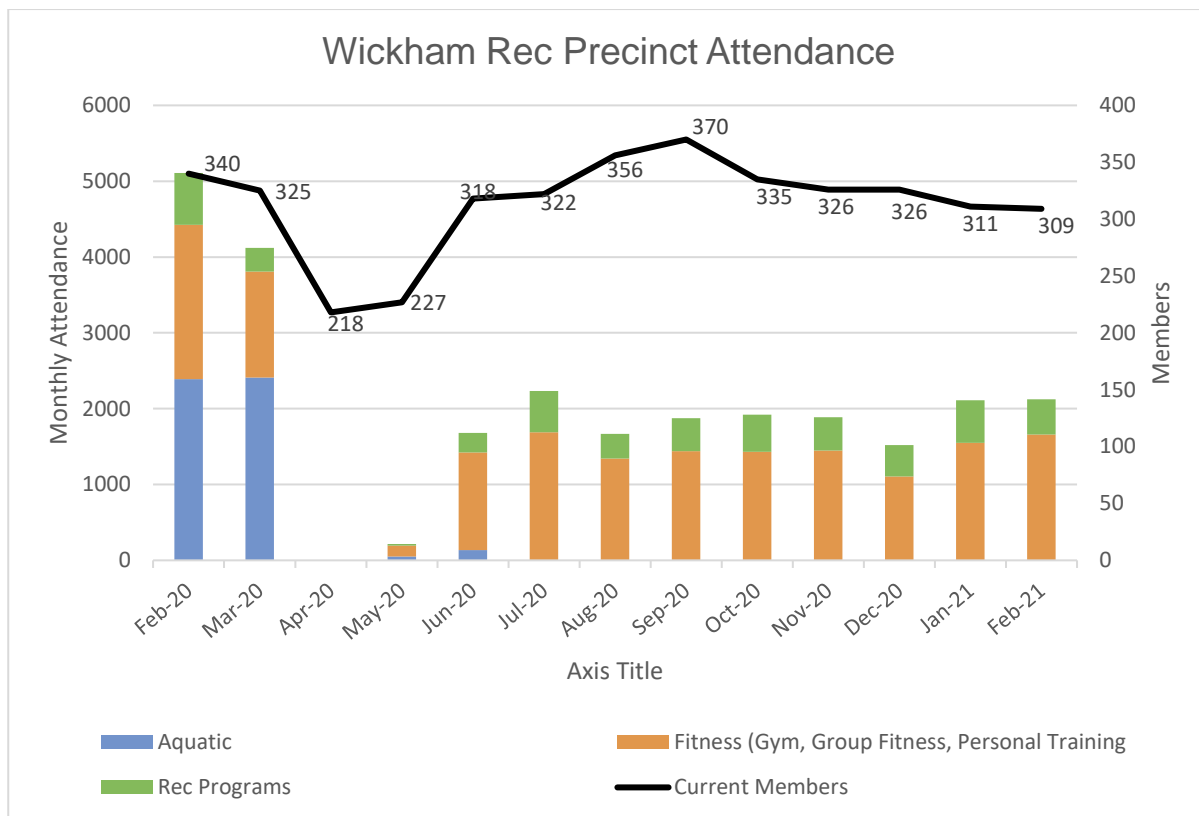


Library Services

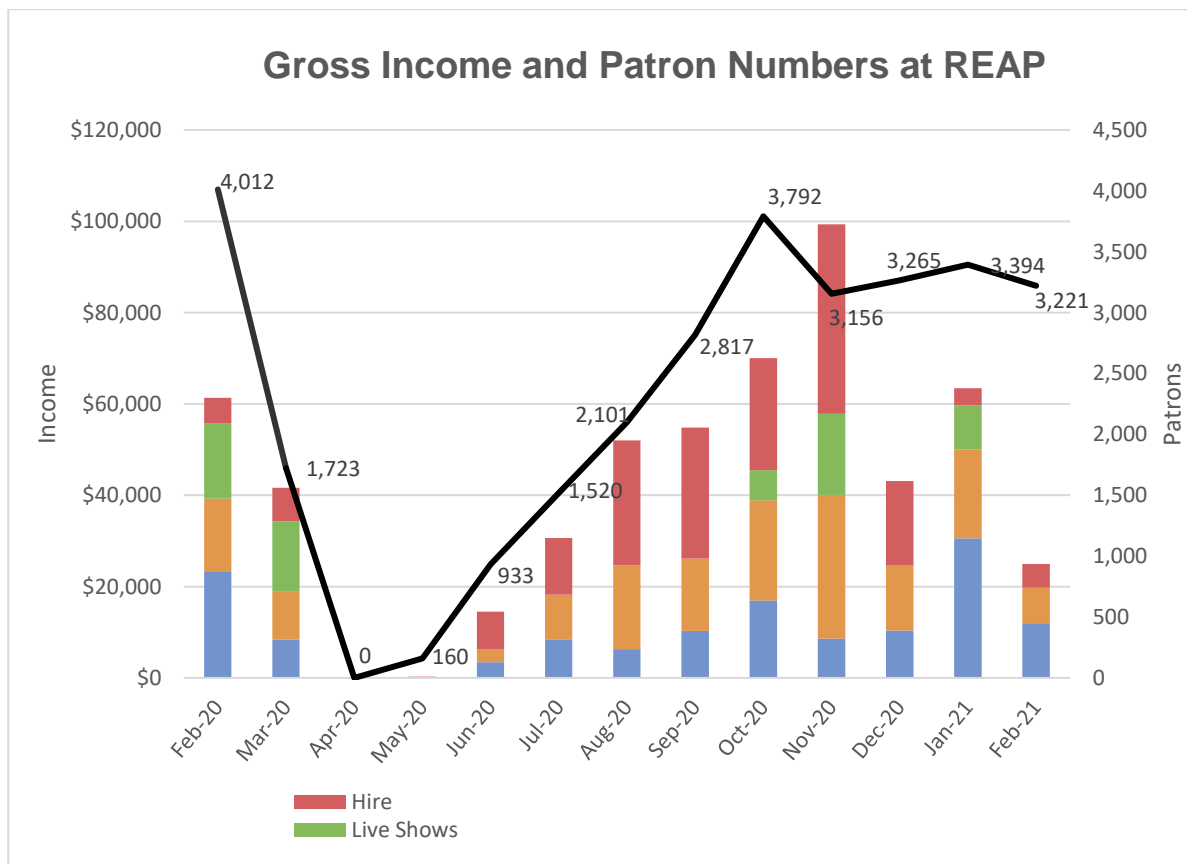
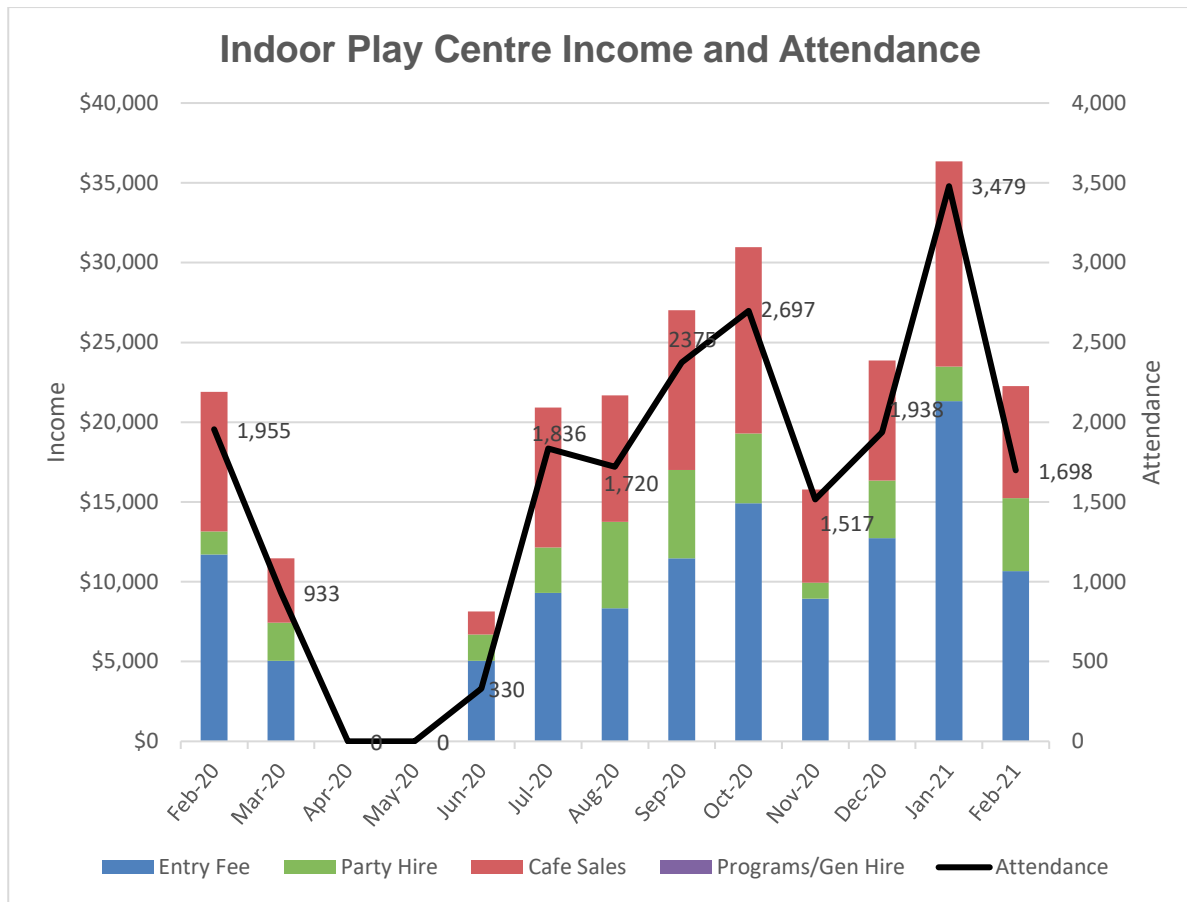


Recreation Facilities





- Roebourne Aquatic Centre was closed over winter.



ADVISORY GROUP MEETINGS

The Youth Advisory Group (YAG) met on 3 February 2021. Summary of key points discussed:

- Dampier Masterplan drafts discussed. Opportunity for youth feedback to be provided in future meeting.
- Red Earth Arts Festival 2021 (REAF) program presented, with a particular focus on events suited for young people. YAG will provide feedback on REAF in future meeting.
- Discussion on YAG meetings. Members satisfied with the day, time, occurrence and content of meetings.
- Members would like to see a more diverse representation of young people including Aboriginal, Roebourne residents, and/or young people aged 19-24.
- YAG discussed ability to link in with existing advisory group's such as headspace Youth Reference Group or 6718 Youth Advisory Group.

The Arts and Development & Events Advisory (AD&E) Group met on 4 February 2021. Summary of key points discussed:

- Red Earth Arts Festival (REAF) program presented, with information provided on each event. Advisory Group was supportive of the Program.
- Group noted the challenge of communicating the program, which is quite different to the usual arts and cultural offerings for this community.
- Lot 7020 cultural/civic infrastructure investigation was discussed. The Chair provided context around Lot 7020 which is owned by Development WA and the City has first option to purchase the site and is considering options for development.
- It was noted that plans for Lot 7020 must take REAP into consideration, particularly in regards to accessible space for community.
- Advisory Group discussed and raised the following points:
 - Potential relocation of the Visitors Centre to Sharpe Ave to drive business to the city centre. The Group agreed that tourism is changing and that a new model could be considered which includes the provision of interpretive information at a new Visitors Centre. The Murujuga Aboriginal Corporation's future plans were noted.
 - The potential for the Library to relocate to Lot 7020 to expand/vary the functionality of REAP for the benefit of the community.
 - Data analysis and the sample survey, noting that Facebook promotion may have limited responses to the survey, particularly from young people. A recommendation was made for the NAJA Consulting to engage with the Youth Advisory Group at their next meeting.
- Group members were invited to provide commentary and feedback for Naja Consulting to consider in their investigation.

The Safer Communities Partnership (SCP) Advisory Group met on 9 February 2021. Summary of key points discussed:

- Update provided against the Action List 2020/21. No issues identified or raised by Group.
- Key findings from the 2020 Community Safety Survey Results were presented to the Group. Group discussed the existing and new initiatives within context of Community Safety Survey results and the Partnership Planning Framework goals. Advisory Group agreed to continue several current initiatives and incorporate various new initiatives into proposed 2021/22 Action Plan.
- Update provided on Banned Drinkers Register. No issues identified or raised by Group.
- Stakeholder updates presented to Group.

14.5 DEVELOPMENT SERVICES UPDATE

File No:	LE.245; LE.288; GR.27; TA/1/1; ED.1
Responsible Executive Officer:	Director Development Services
Reporting Author:	Director Development Services
Date of Report:	2 March 2021
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To provide annual statistics from Development Services for the Council's information. The period reported on includes 01/02/2021 to 28/02/2021 (20 business days).

- Rangers have been attending to reported stray dogs and targeting unsightly properties.
- Dog attack in Wickham and illegal dumping out the back of Roebourne successfully prosecuted in Court.
- 7 dwellings approved for construction
- Building approval granted for additional construction accommodation at the BCI Minerals Mardie Salt and Potash Project (exempt from requirement for development approval).
- 16 re-roof applications processed.
- JDAP development application received for Pluto Train 2.
- 3 Development applications received for new development in the Gap Ridge Light Industrial area.
- Active Direction Notices:

	12
- Direction notices complied with this period	1
- Not complied and outside notice period	3
- Outside notice period but being complied with	2
- Outside notice period and extension submitted	3
- Expired and in Court process	3
- There are 11 current projects of which 8 are on target, 3 are within tolerance.
- The City has met with representatives from other Pilbara local government to determine their interest in participating in the Direct Area Migration Agreement project. Their involvement is currently being finalised along with the project Request for Quote.

Rangers Statistics 2021				Rangers Statistics 2020												
CATEGORY	JAN	FEB	YTD	TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Inspections/reinspections/audits				Inspections/reinspections/audits												
Activities on City Properties	18	22	40	318	3	33	96	75	36	22	8	9	8	5	1	22
Abandoned vehicles	23	37	60	338	23	27	40	38	40	37	16	26	17	18	21	35
Animal (dogs/etc)	111	172	283	2141	119	123	153	136	251	201	216	213	162	130	187	250
Cats	37	56	93	617	32	27	22	25	65	92	80	65	60	38	45	66
Camping	3	0	3	127	0	2	5	9	6	15	13	40	16	4	6	11
Cyclone	13	1	14	78	1	54	2	1	3	3	2	0	1	0	8	3
Bushfire Hazard/Permit to burn	2	1	3	97	1	2	2	3	2	10	2	8	37	0	28	2
Litter	99	101	200	1972	32	134	225	241	263	359	149	143	70	99	87	170
Parking	69	115	184	1238	29	155	143	36	97	164	73	154	101	87	77	122
Off Road Vehicles	30	20	50	189	9	25	23	24	15	11	10	7	13	12	9	31
Unsignly Properties	10	60	70	336	1	8	95	46	45	29	7	7	12	23	42	21
Monthly total	415	585	1000	7451	250	590	806	634	823	943	576	672	497	416	511	733
Infringements Issued				Infringements Issued												
Bushfire	2	2	4	11	0	0	0	0	0	0	0	1	0	1	3	6
Activities on City Properties	2	4	6	367	0	33	87	50	69	104	24	0	0	0	0	0
Animal Environment & Nuisance	2	1	3	32	0	0	2	8	4	6	6	2	1	1	1	1
Animal (dogs/cats/etc)	9	27	36	255	8	22	22	14	25	14	27	23	15	32	20	33
Camping	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Litter	1	2	3	18	1	1	0	1	0	4	2	0	0	3	1	5
Parking	21	23	44	468	20	52	51	25	29	61	23	39	9	85	28	46
Monthly total	37	59	96	1151	29	108	162	98	127	189	82	65	25	122	53	91
Infringements				Infringements												
Value of Infringements Paid (\$)	4778	12868	17646	193688	10678	10947	18815	20959	12918	14099	17293	28669	21849	25048	10260	2153
Infringements withdrawn	0	3	3	57	0	20	5	5	4	0	1	1	4	9	3	5
Impounded Dogs				Impounded Dogs												
Central	10	13	23	165	13	17	11	6	17	15	7	15	12	16	12	24
East	6	6	12	101	10	4	1	6	14	3	16	8	10	5	15	9
West	8	8	16	202	15	15	22	8	9	23	14	15	12	19	19	31
Monthly total	24	27	51	468	38	36	34	20	40	41	37	38	34	40	46	64
Released to Owner	8	10	18	234	21	17	17	8	24	25	21	20	14	13	22	32
Rehomed to SAFE	7	9	16	115	8	7	10	2	5	7	7	8	9	18	17	17
In pound at present	2	5	7	68	1	6	6	7	6	7	8	6	3	8	5	5
Holding pending court cases	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Deceased	1	1	2	3	0	0	0	0	0	0	1	0	1	0	0	1
Euthanised	6	2	8	48	8	6	1	3	5	2	0	4	7	1	2	9
Monthly total	24	27	51	468	38	36	34	20	40	41	37	38	34	40	46	64
Impounded Cats				Impounded Cats												
Central	8	21	29	141	10	3	12	2	14	13	10	13	22	19	7	16
East	13	7	20	166	24	2	1	2	10	26	15	17	10	24	16	19
West	5	13	18	101	3	4	10	2	6	12	4	11	15	4	21	9
Monthly total	26	41	67	408	37	9	23	6	30	51	29	41	47	47	44	44
Released to Owner	3	1	4	17	1	1	2	1	1	0	5	1	2	0	1	2
Rehomed to SAFE	16	17	33	167	20	2	4	1	15	18	8	12	15	34	21	17
In pound at present	3	2	5	25	1	1	0	0	0	6	0	0	0	3	3	11
Euthanised	4	19	23	195	15	5	17	3	14	27	16	27	29	10	19	13
Deceased	0	2	2	5	0	0	0	1	0	0	1	1	1	0	0	1
Monthly total	26	41	67	409	37	9	23	6	30	51	30	41	47	47	44	44
Customer Requests				Customer Requests												
After hours (AH) calls received	52	55	107	812	82	59	61	54	61	78	53	94	65	36	62	107
AH calls requiring an immediate response	31	28	59	599	73	43	41	29	37	59	43	75	41	30	47	81
3 Dog Applications	0	0	0	9	0	0	0	1	0	1	0	0	2	4	1	0
Monthly total	83	83	166	1420	155	102	102	84	98	138	96	169	108	70	110	188

Environmental Health Statistics 2021				Environmental Health Statistics 2020												
CATEGORY	JAN	FEB	YTD	TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Inspections/reinspections/audits				Inspections/reinspections/audits												
Food premises inspection/reinspection	3	21	24	151	3	1	16	11	22	21	20	22	12	4	9	10
Lodging house inspection	0	0	0	15	0	0	0	2	2	0	4	4	2	0	0	1
Camping/caravan park inspection	0	1	1	3	0	0	0	0	0	1	1	0	0	0	1	0
Public building inspection	0	0	0	19	0	0	0	1	1	2	7	2	5	0	1	0
Swimming pool inspection	1	0	1	12	0	0	1	0	0	1	3	0	0	0	4	3
Hairdressers inspection	0	1	1	14	0	1	0	0	3	1	0	0	7	2	0	0
Beauty therapy/skin penetration inspection	0	1	1	23	2	1	0	0	1	2	1	1	7	1	5	2
Septic tank inspections	0	0	0	3	0	0	0	0	0	1	0	0	1	1	0	0
Monthly total	4	24	28	240	5	3	17	14	29	29	36	29	34	8	20	16
Health nuisances/complaints investigated				Health nuisances/complaints investigated												
Air Quality	8	4	12	49	7	2	3	4	8	6	3	3	5	2	0	6
Building & Accommodation	3	0	3	31	0	9	3	4	3	4	3	0	0	3	2	0
Water & Waste Water	3	3	6	55	6	7	5	7	8	4	1	2	1	9	3	2
Food Safety	2	3	5	32	5	3	2	4	1	0	2	4	4	2	3	2
Noise Pollution	7	10	17	104	8	15	13	14	7	7	8	3	8	4	5	12
Public Health	5	6	11	106	5	7	17	14	8	10	7	4	4	6	8	16
Refuse & Litter	1	5	6	40	2	8	3	2	3	3	0	2	1	2	9	5
Skin Penetration	0	1	1	4	0	1	3	0	0	0	0	0	0	0	0	0
Stallholders & Traders	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Monthly total	29	32	61	421	33	52	49	49	38	34	24	18	23	28	30	43
Notifiable infectious diseases				Notifiable infectious diseases												
Ross River Virus (RRV)	0	0	0	6	0	1	0	3	0	1	0	0	0	0	0	1
Barmah Forest Virus (BHV)	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0
Salmonellosis	1	3	4	21	5	2	2	1	0	1	2	1	1	1	2	3
Campylobacteriosis	2	3	5	18	2	1	1	2	1	2	1	3	1	1	1	2
Cryptosporidiosis	0	0	0	9	0	2	4	3	0	0	0	0	0	0	0	0
Other	0	0	0	16	1	1	0	3	6	1	2	1	0	0	1	0
Monthly total	3	6	9	71	8	8	7	12	7	5	5	5	2	2	4	6
Other health				Other health												
Assess development applications	11	14	25	111	1	6	8	6	12	17	8	13	8	4	8	20
Assess building applications	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Respond to swimming pool positive detections	0	0	0	3	0	0	1	0	1	0	0	0	0	1	0	0
Healthy dog day	0	1	1	4	0	0	1	0	1	0	0	0	0	1	1	0
Chicken bleeding	0	2	2	18	2	2	2	2	2	2	2	3	1	0	0	0
Infringements issued	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0
Approvals & Compliance - applications & enquiries	14	26	40	256	7	10	14	15	30	28	26	32	29	28	18	19
Monthly total	25	43	68	393	10	18	26	23	46	47	37	48	38	34	27	39

Building Statistics 2021				Building Statistics 2020													
CATEGORY	JAN	FEB	YTD	TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Building Permits				Building Permits													
Dwellings	3	7	10	Dwellings	1	0	0	0	1	1	0	6	1	2	8	6	26
Alterations and Additions	22	18	40	Alterations and Additions	1	2	15	32	40	37	13	29	21	16	18	25	249
Swimming Pools and Spas	5	8	13	Swimming Pools and Spas	4	5	7	6	6	8	6	5	7	16	12	14	96
Outbuildings (inc. signs and shade)	25	26	51	Outbuildings (inc. signs and shade)	13	17	22	27	37	61	25	36	25	37	35	62	397
Group Development	0	1	1	Group Development	1	1	0	0	0	0	0	0	0	0	0	0	2
Number Sole Occpcy Units/GRP Development	0	0	0	Number Sole Occpcy Units/GRP Development	0	0	0	0	0	0	0	0	0	0	0	0	0
Commercial	1	4	5	Commercial	0	2	5	2	4	2	4	2	5	3	5	2	36
Monthly total	56	64	120	Monthly total	20	27	49	67	88	109	48	78	59	74	78	109	806
Building Approval Certificates & Demolition Certificates				Building Approval Certificates & Demolition Certificates													
Demolition Permits	0	1	1	Demolition Permits	0	0	0	2	1	1	0	0	0	0	1	1	6
BAC's	0	0	0	BAC's	0	0	2	0	1	0	2	0	0	0	1	0	6
BAC Strata	0	0	0	BAC Strata	0	0	1	1	0	0	1	0	0	0	0	0	3
Monthly total	0	1	1	Monthly total	0	0	3	3	2	1	2	1	0	0	2	1	15
Occupancy Permits				Occupancy Permits													
Occupancy Permits	0	1	1	Occupancy Permits	0	0	3	1	1	4	1	0	3	2	1	2	18
OP Strata	0	0	0	OP Strata	0	1	0	0	0	0	0	0	0	0	0	0	1
OP Unauthorised	0	0	0	OP Unauthorised	0	0	0	0	0	0	1	0	0	0	0	0	1
Monthly total	0	1	1	Monthly total	0	1	3	1	1	4	2	0	3	2	1	0	20
Total \$'000 Construction Value	4302	7,968	12,270	Total \$'000 Construction Value	46208	6,801	2,785	5,610	10,145	6,458	4,821	8,869	4,770	6,516	9,385	7,475	119,843
Applications Processed for Other Councils				Applications Processed for Other Councils													
Shire Of Ashburton	11	3	14	Shire Of Ashburton	1	1	2	1	0	0	0	1	1	0	0	6	13
Shire of Wyndham (East Kimberley)	0	0	0	Shire of Wyndham (East Kimberley)	0	1	0	0	0	0	0	1	0	0	3	0	5
Port Hedland	9	16	25	Port Hedland	6	9	8	5	9	11	23	27	15	17	24	33	187
Monthly total	20	19	39	Monthly total	7	11	10	6	9	11	23	29	16	17	27	39	205
Private Certifications Provided				Private Certifications Provided													
Certificate of Design Compliance	0	0	0	Certificate of Design Compliance	0	10	2	0	0	0	0	0	0	1	0	2	15
Certificate of Building Compliance	0	0	0	Certificate of Building Compliance	0	3	1	0	0	0	0	0	1	1	1	0	7
Certificate of Construction Compliance	0	0	0	Certificate of Construction Compliance	0	1	1	0	0	0	0	0	1	1	0	0	4
Monthly total	0	0	0	Monthly total	0	14	4	0	0	0	0	0	2	3	1	2	26
Total \$'000 Construction Value	0	0	0	Total \$'000 Construction Value	0	233	490	0	0	0	0	0	300	123	100	466	1,712
Private Swimming Pool Inspections (1 every 4 years)				Private Swimming Pool Inspections (1 every 4 years)													
Monthly total	60	33	93	Monthly total	26	35	50	32	71	13	56	58	78	58	58	85	620

Planning Statistics 2021				Planning Statistics 2020												
CATEGORIES	JAN	FEB	YTD	TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Lodgement				Lodgement												
Development Applications	11	18	29	163	8	11	12	10	12	16	20	11	14	12	12	25
R-Codes Applications	10	6	16	72	6	5	6	1	4	4	7	5	11	5	12	6
Land Matters	8	11	19	117	9	7	7	4	10	10	6	11	15	13	9	16
Enforcement Matters	0	2	2	90	8	7	20	0	7	17	2	19	2	4	1	3
Scheme Amendments	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0
Monthly total	29	37	66	443	32	30	45	15	33	47	35	46	42	34	34	50
Processing				Processing												
Average Number of Days (DA)	27	26	27	27	22	28	27	28	21	31	26	24	36	28	22	29
Application Fees	8144	15795	23939	232159	4641	7361	7680	10333	5854	6037	23057	12317	6672	22476	5187	120544
Development Value \$'000	3238	4285	7523	58243	743	1050	1966	3075	2241	697	8706	2821	1025	5208	1228	29483

Karratha Tourism and Visitor Centre Statistics 2021				Karratha Tourism and Visitor Centre Statistics 2020												
CATEGORY	JAN	FEB	YTD	TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Visitors to the Centre	584	565	1149	15322	446	320	336	0 - COVID	195	920	3215	4312	2265	1516	740	1057
Sites booked 40 Mile online	10	11	21	373	N/A	N/A	N/A	0 - COVID	28	75	100	106	58	N/A	N/A	6
Sites paid in Cash 40 Mile	N/A	N/A	0	2265	N/A	N/A	N/A	0 - COVID	20	242	333	1380	290	N/A	N/A	N/A
Sites booked Cleaverville online	17	16	33	656	N/A	N/A	N/A	0 - COVID	25	131	159	212	107	N/A	N/A	22
Sites paid in Cash Cleaverville	N/A	N/A	0	1006	N/A	N/A	N/A	0 - COVID	24	183	247	320	232	N/A	NN	N/A
Monthly total	611	592	1203	19622	446	320	336	0	292	1551	4054	6330	2952	1516	740	1085
Consignments				Consignments												
Number of local suppliers	17	17	17	18	15	15	15	0 - COVID	15	17	17	17	17	17	18	18
Revenue				Revenue												
KTVC Retail Sales	\$ 3,328	\$ 3,994	\$ 7,322	\$ 87,841	\$ 3,825	\$ 4,911	\$ 2,724	0 - COVID	\$ 961	\$ 9,897	\$ 14,029	\$ 20,567	\$ 9,406	\$ 6,780	\$ 4,828	\$ 9,914
Bookeasy Sales	\$13,266.00	\$ 8,649	\$ 21,915	\$133,871						\$ 4,052	\$ 31,911	\$ 29,100	\$ 24,095	\$ 9,761	\$ 14,123	\$ 20,829
Cleaverville (online booking)	\$ 1,112.00	\$ 572	\$ 1,684	\$ 32,660	N/A	N/A	N/A	0 - COVID	\$ 892	\$ 6,592	\$ 9,928	\$ 9,296	\$ 4,944	N/A	N/A	\$ 1,008
Cleaverville (cash payment to caretaker)	N/A	N/A	\$ -	\$ 47,352	N/A	N/A	N/A	0 - COVID	\$ 808	\$ 9,684	\$ 13,620	\$ 10,122	\$ 13,118	N/A	N/A	N/A
40 Mile (online booking)	\$ 636.00	\$ 376	\$ 1,012	\$ 21,228	N/A	N/A	N/A	0 - COVID	\$ 892	\$ 4,392	\$ 6,760	\$ 6,008	\$ 2,872	N/A	N/A	\$ 304
40 Mile (cash payment to caretaker)	N/A	N/A	\$ -	\$ 70,461	N/A	N/A	N/A	0 - COVID	\$ 2,548	\$ 17,357	\$ 19,812	\$ 19,788	\$ 10,956	N/A	N/A	N/A
Monthly total	\$ 18,342	\$ 13,591	\$ 31,933	\$393,413	\$ 3,825	\$ 4,911	\$ 2,724	\$ -	\$ 6,101	\$ 51,974	\$ 96,060	\$ 94,881	\$ 65,391	\$ 16,541	\$ 18,951	\$ 32,055

PROJECT LIST				
PROJECT	CONSULTANT	MOST RECENT ACTION	NEXT ACTION	STATUS
Shakespeare Precinct Scheme Amendment	TBC	Inception meeting held.	Background report and engagement plan being drafted. Project update to be provided at Council Briefing on 8 March 2021.	On Target
FMG Karratha Autonomous Shuttle Bus		FMG advised project on hold during COVID19.	Work with FMG to finalise project.	Within Tolerance
Direct Area Migration Agreement	TBC	Project Plan and Request For Quote documentation drafted. Met with Shire of East Pilbara and Town of Port Hedland regarding their involvement in the project.	Meet with Shire of Ashburton and Department of Foreign Affairs. Finalise arrangements for other Pilbara local government's involvement. Finalise Project Plan and Request For Quote documentation and release Request for Quote.	On Target
Roebourne Heritage Precinct	N/A	Letter sent to DPLH on 2 March 2021 advising of Council's decision at its February meeting, namely that it is the City's preference the the State undertake an ROI process similar to that undertaken for Cossack.	Awaiting response from DPLH.	On Target
Tourism Data Warehouse Audit & Listing		Drafting project plan.	Finalise project plan and commence project.	Within Tolerance
Outdoor Dining Activation		Drafting project plan.	Finalise project plan and commence project.	Within Tolerance
Highway Signage / Entry Statement /Visitor Information Bay		Contractor appointed to construct.	Decommissioning of existing information bay and construction of new information bay scheduled for May 2021. Prepare grant application for new dump point.	On Target
Environmental Sustainability Strategy	N/A	Advertising closed. Currently reviewing submissions.	Finalise review of submissions, prepare modified draft document and undertake internal consultation. Arrange meeting with the Environmental Sustainability Advisory Group.	On Target
Karratha Hydrogen Technology Cluster	N/A	Funding agreement commenced and first payment invoiced and received. Draft project plan developed and project inception meeting held 9 February 2021.	Finalise project plan and commence work.	On Target
Utility Monitoring	N/A	Preparing Project Plan and Request for Quote.	Finalise Project Plan and Request for Quote. Advertise Request for Quote and appoint consultant.	On Target
ClimateClever	N/A	Engagement Plan completed. First promotion completed on 3 and 4 March 2021. Work with Horizon Power and Rio Tinto to enable all schools to access the program at no cost.	Monitor uptake and schedule promotional activity as appropriate. Engage with all schools in collaboration with Horizon Power and Rio Tinto.	On Target

Grants 2020/21									
APPLICANT	PROJECT NAME	PROJECT DESCRIPTION	APPLICATION STATUS	DETERMINATION DATE	TOTAL PROJECT COST (EX GST)	CITY CONTRIBUTION APPROVED (EX GST)	2020/21 CONTRIBUTION APPROVED	END DATE	PROJECT STATUS
KDCCI	Business Excellence Awards	Awards night to recognise small business achievements.	Approved	21-09-2020	\$ 90,000	\$ 10,000	\$ 10,000	30-06-2021	Work In Progress
KDCCI	Pilbara Women in Business	Workshops aimed at improving business skills and providing network opportunities amongst female business leaders	Approved	21-09-2020	\$ 22,500	\$ 7,500	\$ 7,500	30-06-2021	Work In Progress
KDCCI	Pilbara Indigenous Business Networking Group	Initiative to enhance engagement between industry majors and Pilbara based indigenous suppliers and contractors	Approved	21-09-2020	\$ 47,000	\$ 15,000	\$ 15,000	30-06-2021	Work In Progress
KDCCI	Business Briefing Breakfast	Quarterly Business Briefing Breakfasts	Approved	21-09-2020	\$ 45,000	\$ 45,000	\$ 45,000	30-06-2021	Work In Progress
KDCCI	Diamond Sponsorship	KDCCI Membership / Sponsorship	Approved	21-09-2020	\$ 10,000	\$ 10,000	\$ 10,000	30-06-2021	Work In Progress
KDCCI	Grow Local	Dedicated program run between the KDCCI and RCCIWA with the aim of building business capability	Approved	21-09-2020	\$ 270,000	\$ 25,000	\$ 25,000	30-06-2021	Work In Progress
Pilbara Tourism Association	Warlu Way Marketing	Program to promote the Warlu Way to intra-state tourists to drive increase in visitation.	Approved	22-02-2021	\$ 36,900	\$ 15,000	\$ 15,000	30-06-2021	Applicant Returning Conditions
Total:					\$ 521,400		\$ 112,500		

Economic Development Grant Scheme										
	APPLICANT	PROJECT NAME	PROJECT DESCRIPTION	APPLICATION STATUS	DETERMINATION DATE	TOTAL PROJECT COST (EX GST)	CITY CONTRIBUTION APPROVED (EX GST)	2020/21 CONTRIBUTION APPROVED	TERM	PROJECT STATUS
1	Fisheries research and Development Corporation (FRDC) and Maxima Oysters	Pilbara Rock Oyster	Pilot program to fill knowledge gaps in the feasibility of establishing a rock oyster aquaculture industry in the Pilbara. \$50k funding from the City of Karratha	Approved	26-06-2017	\$ 300,000	\$ 50,000	Nil	3 years	Applicant Preparing Acquittal Documents
2	Maarnnda Advanced Coatings	Galvanising Feasibility	Feasibility Study for the construction and operation of a hot-dip galvanising plant in Karratha. \$40k funding approved.	Approved	11-07-2019	\$ 90,000	\$ 40,000	\$ 20,000.00	12 months	Applicant Preparing Acquittal Documents
Total:						\$ 390,000.00	\$ 90,000.00	\$ 20,000.00		

Take Your Business Online Grants							
	APPLICANT	APPLICATION STATUS	DETERMINATION DATE	TOTAL PROJECT COST (EX GST)	CITY CONTRIBUTION APPROVED (EX GST)	GRANT PURPOSE	PROJECT STATUS
1	Bulla Baby	Approved	18-05-2020	\$12,485	\$5,000	Online marketing strategy and implementation.	Complete
2	Playful Families	Approved	18-05-2020	\$10,090	\$5,000	Online marketing strategy and implementation, including free resources and new podcast development.	Complete
3	6714 Skin	Approved	18-05-2020	\$3,940	\$1,970	Website development with informational videos and booking module.	Work In Progress
4	Tender Relief	Approved	19-05-2020	\$63,750	\$5,000	Develop online tender support with interactive and educational website and application.	Applicant Preparing Acquittal Documents
5	Raw Hire	Refused	18-06-2020	\$63,750	\$5,000	Develop online tender support with interactive and educational website and application.	Work In Progress
6	NYFL	Approved	15-05-2020	\$10,120	\$5,000	Website development for Cossack Heritage Town and NYFL Commercial.	Work In Progress
8	My Language Box	Approved	18-06-2020	\$3,000	\$1,500	Upgrading website, raising brand awareness and product placement with commission based websites and a referral marketing model.	Complete
9	Cheeditha Energy	Approved	17-07-2020	\$13,000	\$1,500	Expansion of website to include a virtual capability statement and corporate profile. Stand alone electronic documents, and within website.	Work In Progress
10	Monokrome Kids	Approved	30-06-2020	\$4,653	\$2,327	Website development and marketing activity.	Work In Progress
11	Mynd Shyft	Approved	16-09-2020	\$10,100	\$5,000	Website development and marketing activity.	Work In Progress
12	Northwest Recycling	Approved	04-11-2020	\$9,044	\$4,522	New website development and hosting, ongoing social media campaign including updated professional photos.	Work In Progress
13	Bez Engineering	Approved	11-05-2020	\$7,440	\$3,720	Website development and marketing activity.	Work In Progress
14	Karratha Kite School	Processing	11-05-2020	\$1,000	\$500	Website development including professional photos and online shop function.	Complete
17	Karratha Security WA	Approved	01-11-2021	\$2,865	\$1,075	Relaunch of website to include new features, new video re-design, SEO and web form setup.	Work In Progress
18	K&S Mobile Windscreen Service	Approved	14-12-2020	\$1,407	\$703	New website development and hosting, ongoing Facebook media campaign through to first quarter of 2021.	Work In Progress
	TOTAL			\$216,644	\$47,816		

Major Event Sponsorship 2020/21												
	APPLICANT	EVENT NAME	EVENT DATE	APPLICATION STATUS	DETERMINATION DATE	TOTAL PROJECT COST (EX GST)	CITY CONTRIBUTION APPROVED (EX GST)	2020/21 CONTRIBUTION APPROVED (EX GST)	CASH / IN KIND	EVENT TYPE	TERM	PROJECT STATUS
1	Swimming WA	Yarra Burrup Classic Open Water Swim	06-10-2020	Approved	09-Oct-19	\$ 115,545.00	\$ 60,000.00	\$ 20,000.00	Cash	Sport Event	3 Year	Work In Progress
2	Women's Olympic Water Polo	Women's Olympic Water Polo	01-12-2020	Approved	31-Mar-20	\$ 210,000.00	\$ 105,000.00	\$ 105,000.00	Cash	Sport Event	1 Year	Work In Progress
	Total:						\$ 165,000.00	\$ 125,000.00				

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

17.1 Audit and Organisational Risk Committee March 2021

17.1 LATE ITEM - AUDIT AND ORGANISATIONAL RISK COMMITTEE – MARCH 2021

File No:	FM.1
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Manager Governance & Organisational Strategy
Date of Report:	19 March 2021
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. AORC Meeting Minutes – 19 March 2021 2. Confidential – Risk Register 3. Confidential – Strategic Risk Register

PURPOSE

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

BACKGROUND

The following matters were discussed at the meeting:

a) Compliance Audit Return 2020

The annual Compliance Audit Return has been prepared identifying nine instances of non-compliance against the 102 questions, resulting in a compliance rate of 91.2%. Overall compliance was impacted by recent introduction of legislative amendments requiring online registers; the 2019/20 Audit Report not being received from the OAG prior to 31 December 2020; non-compliance with procurement policy; and failure to notify tenderers of the successful tenderer on 1 of 37 occasion.

This Return is required to be submitted to the Department of Local Government prior to 31 March of each year.

b) Risk Register Update

188 risks have been identified across the organisation. Of 42 *inherent* risks classified as high or extreme, there are no *residual* risks rated extreme and three rated as high. These risks are considered acceptable with regular monitoring to ensure effective control measures.

c) Audit and Organisational Risk Committee Meeting Dates for 2021

Further meetings have been scheduled for 24 August 2021 and 9 November 2021. A meeting will also be scheduled to consider the Annual Financial Report and Audit for 2019/20 when the audit report is released by the OAG.

d) General Updates

Updates were provided on business improvement initiatives and implementation of recommendations from past external audits.

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 audits.

Regulation 14 of the *Local Government (Audit) Regulations 1996* requires the completion of compliance audits for each calendar year.

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.1.2.19.2 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 Compliance Audit Return and risk reviews 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	High	The Compliance Audit Return, external audits and risk reviews are an integral part of ensuring that compliance risks are minimised and legislative compliance is maintained.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council considers the Compliance Audit Return, Audit and Management Reports on an annual basis. Risk management activity and internal audits are carried out regularly throughout the year.

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 recent meeting of the Audit & Organisational Risk Committee was to consider the Compliance Audit Return for 2020. Results of the Compliance Audit Return confirm that internal controls continue to provide assurance that the City maintains high levels of compliance.

The Risk Register update also demonstrates that the City is managing risk effectively with no *residual* risks rated extreme and only 1.6% of *residual* risks rated high.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154776
MOVED : Cr Scott
SECONDED : Cr Smeathers

That Council by SIMPLE Majority pursuant to Part 7 of the *Local Government Act 1995* and r14 of the *Local Government (Audit) Regulations 1996* RESOLVES to:

1. **RECEIVE** the Minutes of the Audit and Organisational Risk Committee meeting held on 19 March 2021; and
2. **ADOPT** the Compliance Audit Return 2020 for submission to the Department of Local Government, Sport and Cultural Industries prior to 31 March 2021.

CARRIED

FOR : Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Bertling, Cr Harris, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST : Nil

18 MATTERS BEHIND CLOSED DOORS

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154777

MOVED : Cr Nunn

SECONDED : Cr Scott

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 INVESTMENT POLICY PROPERTY

Also included is the following:

ATTACHMENT TO ITEM 10.5 AWARD OF TENDER – PROVISION OF LOCAL GOVERNMENT INFORMATION SYSTEM/ERP

ATTACHMENT TO ITEM 11.2 AWARD OF LARGE COMMUNITY GRANTS

ATTACHMENT TO ITEM 13.3 EASTERN CORRIDOR FACILITIES - CLEANING SERVICES CONTRACT

ATTACHMENT TO ITEM 13.4 REQUEST FOR TENDER – LOT 651 HANCOCK WAY BULGARRA- SUBDIVISION

ATTACHMENT TO ITEM 13.5 DAMPIER BOAT RAMP JETTIES

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

CARRIED

FOR : Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Bertling, Cr Harris, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller

AGAINST : Nil

Council moved in camera at 6.11 pm.

18.1 CONFIDENTIAL ITEM - INVESTMENT POLICY PROPERTY

File No: FM.1
Responsible Executive Officer: Director Corporate Services
Reporting Author: Director Corporate Services
Date of Report: 9 March 2021
Applicant/Proponent: Nil
Disclosure of Interest: Nil

COUNCIL AMENDED RESOLUTION

Res No : 154778
MOVED : Cr Scott
SECONDED : Cr Miller

That Council by **SIMPLE** Majority pursuant to Section 3.59 of the *Local Government Act 1995* **RESOLVES** to:

1. **NOTE** the strong performance of the City’s current property investments;
2. **SUPPORT** in principal the two proposed investments outlined in this report noting that the proposals:
 - are consistent with Council’s Vision, Strategic Community Plan and the Investment Policy – Property (CF04);
 - provide security of City funds;
 - offer a greater return on investment than current term deposit rates; and
3. **PREPARE** *Local Government Act* compliant Business Plans.

CARRIED

FOR : Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Bertling, Cr Harris, Cr Miller, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST : Nil
REASON : Councillors modified the Officer’s recommendation to de-identify the proposed two investments as if disclosed would reveal information about the business, professional, commercial or financial affairs of a person.

COUNCIL RESOLUTION

Res No : **154779**

MOVED : **Cr Nunn**

SECONDED : **Cr Miller**

That Council move out of camera.

CARRIED

FOR : Cr Long, Cr Nunn, Cr Armstrong, Cr Bailey, Cr Bertling, Cr Harris, Cr Miller,
Cr Scott, Cr Smeathers, Cr Waterstrom Muller

AGAINST : Nil

Council moved out of camera at 6.16 pm.

19 CLOSURE & DATE OF NEXT MEETING

The meeting closed at 6.16 pm.

The next meeting is to be held on Tuesday, 27 April 2021 at 5.30 pm at the Roebourne Cultural Complex (Ngurin Centre), 3 Roe Street, Roebourne.

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, 22 March 2021.

..... Date ____/____/____