



## **ORDINARY COUNCIL MEETING**

# ***MINUTES***

**The Ordinary Meeting of Council was held  
in the Council Chambers, Welcome Road, Karratha,  
on Monday 21 September 2009 at 6.30pm**

---

**Collene Longmore  
ACTING CHIEF EXECUTIVE OFFICER**

# **TABLE OF CONTENTS**

<b>ITEM</b>	<b>SUBJECT</b>	<b>PAGE NO</b>
<b>1</b>	<b>OFFICIAL OPENING .....</b>	<b>5</b>
<b>2</b>	<b>PUBLIC QUESTION TIME.....</b>	<b>5</b>
11.2.3	Scheme Amendment No. 16 Initiation Request- Gap Ridge Support Industry Estate	5
11.1.1	Java Van - 12 Month Stallholder Approval.....	9
11.2.7	Home Occupation [Rehabilitation Of Native Birds] And Associated Aviaries	7
	Durack Crescent, Dampier .....	20
<b>3</b>	<b>RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE .....</b>	<b>29</b>
<b>4</b>	<b>PETITIONS/DEPUTATIONS/PRESENTATIONS.....</b>	<b>29</b>
<b>5</b>	<b>CONFIRMATION OF MINUTES AND BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETINGS .....</b>	<b>30</b>
<b>6</b>	<b>ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION .....</b>	<b>30</b>
<b>7</b>	<b>CHIEF EXECUTIVE OFFICER &amp; EXECUTIVE SERVICES .....</b>	<b>32</b>
<b>7.1</b>	<b>CHIEF EXECUTIVE OFFICER.....</b>	<b>32</b>
7.1.1	2010 Council Meeting Dates .....	32
11.2.4	Residential Building Lot 119 [Hn 9] Brolga Meander, Nickol.....	34
<b>8</b>	<b>CORPORATE SERVICES .....</b>	<b>41</b>
<b>8.1</b>	<b>CORPORATE .....</b>	<b>41</b>
8.1.1	Local Government Structural Reform Shire Of Roebourne Formalised Position .....	41
8.1.2	Baynton West Release Of Land .....	46
11.2.1	Outbuilding - Lot 79 Berkley Crescent, Dampier.....	51
<b>8.2</b>	<b>FINANCE .....</b>	<b>61</b>
8.2.1	List of Accounts August 2009 .....	61
8.2.2	Financial Statement For Period Ending 31 July 2009 .....	68
<b>8.3</b>	<b>HUMAN RESOURCES .....</b>	<b>78</b>
8.3.1	Christmas Shutdown 2009 .....	78
<b>9</b>	<b>COMMUNITY SERVICES .....</b>	<b>80</b>
<b>9.1</b>	<b>COMMUNITY SERVICES .....</b>	<b>80</b>
9.1.1	Karratha And Roebourne Visitor Centres Annual Funding Contributions.....	80
9.1.2	2009 Annual Community Survey Results .....	93
9.1.3	Baynton West Family Centre Project Design Brief.....	98
9.1.4	Bulgarrá Community Centre - Project Design Brief.....	105
9.1.5	Community Sports And Recreational Grant - Karratha BMX Club .....	112
9.1.6	Renewal Of Lease For The Karratha Football And Sporting Club Inc. ....	115
9.1.7	YMCA Perth Inc Proposal To Develop Community Purposes Site In Nickol .....	117
9.1.8	Budget Amendment For Archaeological Survey - Cossack .....	121
9.1.9	Draft Master Plan For Development Of The Karratha Learning And Leisure Precinct	124

<b>9.2</b>	<b>LIBRARY SERVICES .....</b>	<b>129</b>
9.2.1	Licence Agreement Karratha Community Library .....	129
<b>10</b>	<b>TECHNICAL SERVICES .....</b>	<b>133</b>
<b>10.1</b>	<b>TECHNICAL SERVICES .....</b>	<b>133</b>
10.1.1	Speed Zoning On Balmoral Road.....	133
<b>10.2</b>	<b>AIRPORT.....</b>	<b>136</b>
10.2.1	Extension Of Temporary Lease - Lot 8 Karratha Airport.....	136
10.2.1	Tender G02-09-10 - Supply Of Food, Drink And Other Products - Tien Tsin Inne, Karratha Airport.....	138
10.2.2	Tender G02-09-10 - Supply Of Alcoholic Products - Tien Tsin Inne, Karratha Airport.....	140
<b>11</b>	<b>DEVELOPMENT SERVICES.....</b>	<b>142</b>
<b>11.1</b>	<b>ENVIRONMENTAL HEALTH.....</b>	<b>142</b>
11.1.1	Java Van - 12 Month Stallholder Approval.....	142
11.1.2	Mt Welcome Homestead - House Unfit For Human Habitation .....	143
11.1.3	Request For Funding To Replace Sentinel Chicken Coop.....	147
<b>11.2</b>	<b>PLANNING SERVICES .....</b>	<b>152</b>
11.2.1	Outbuilding - Lot 79 Berkley Crescent, Dampier.....	152
11.2.2	Outbuilding - Lot 2200, [200b] Forrest Crescent, Dampier.....	153
11.2.3	Scheme Amendment No. 16 Initiation Request- Gap Ridge Support Industry Estate.....	162
11.2.4	Residential Building Lot 119 [Hn 9] Broлга Meander, Nickol.....	163
11.2.5	Adoption Of Draft Revised Local Planning Policy Dp10 Transient Workforce Accommodation .....	164
11.2.6	Laundry Building Associated With A Transient Workforce Accommodation Facility Lot 1068 King Way, KIE .....	178
11.2.7	Home Occupation [Rehabilitation Of Native Birds] And Associated Aviaries 7 Durack Crescent, Dampier .....	183
11.2.8	City Of Swan Aged Persons Homes Trust Inc. - Expression Of Interest To Establish Respite Care And Aged Persons Units.....	184
<b>12</b>	<b>ITEMS FOR INFORMATION ONLY.....</b>	<b>192</b>
<b>12.1</b>	<b>CEO &amp; EXECUTIVE SERVICES.....</b>	<b>192</b>
12.1.1	Information Only Items - September 2009.....	192
12.1.2	Shire President's Mail –18/08/2009 – 10/09/2009 .....	194
12.1.3	Register of Documents Stamped with the Shire of Roebourne Common Seal.....	195
12.1.4	Councillor Representatives On Organisations .....	196
<b>12.2</b>	<b>TECHNICAL SERVICES .....</b>	<b>199</b>
12.2.1	Petition To Install Traffic Management On Galbraith Road.....	199
12.2.2	Speed Zones Along Dampier Highway .....	200
12.2.3	Billboards Site Rental Agreement.....	201
<b>12.3</b>	<b>DEVELOPMENT SERVICES.....</b>	<b>202</b>
12.3.1	Building License Statistics July 2009.....	202
12.3.2	Planning Decisions Issued - 7 August - 10 September 2009 .....	204
<b>13</b>	<b>MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....</b>	<b>206</b>
<b>14</b>	<b>QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN .....</b>	<b>206</b>
<b>15</b>	<b>URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION.....</b>	<b>206</b>

15.1. Tender G09-08/09 Facilitates Maintenance And Minor Works..... 206

**16 CLOSURE & DATE OF NEXT MEETING ..... 209**

# **AGENDA**

## **1 OFFICIAL OPENING**

The Ordinary Meeting of Council held in the Council Chambers, Welcome Road, Karratha on Monday 21 September was declared open at 6.30pm. Cr Snell acknowledged the traditions of the Ngarluma people, on whose land we are gathered here today.

## **2 PUBLIC QUESTION TIME**

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

Item 11.2.3 – Scheme Amendment No. 16 Initiation Request – Gap Ridge Support Industry Estate, deputation by Ray Herron from Urbis in support of this application.

---

### **COUNCIL RESOLUTION**

**Res No** : 14781  
**MOVED** : Cr Lockwood  
**SECONDED** : Cr Cechner

**That Council bring this item forward to Public Question Time.**

**CARRIED**

---

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

### **11.2.3 Scheme Amendment No. 16 Initiation Request- Gap Ridge Support Industry Estate**

**File No:** TS/2/4/16  
**Separate Attachment(s)** Urbis submission on behalf of LandCorp  
**Responsible Officer:** Joel Gajic  
 Acting Executive Manager Development Services  
**Author Name:** Joel Gajic  
 Acting Executive Manager Development Services  
**Disclosure of Interest:** Nil

---

### **REPORT PURPOSE**

For Council to consider the initiation of an Amendment to the Shire of Roebourne Town Planning Scheme No. 8 (TPS8) to rezone land to the west of the township of Karratha from “Strategic Industry” to “Industrial Development” to enable the development of a new general and light industrial estate by LandCorp.

## Background

The parcel of land, which is illustrated in the attached proposed Scheme Amendment map, is approximately 62.807ha in area. The land is currently Unallocated Crown Land and is described as Lot 507 on Deposited Plan 62739. The land is located between the Rio Tinto land which houses the Seven Mile rail facility and Seven Mile Road.

Council would be aware that the existing Karratha Industrial Estate (south of Karratha) and King Bay (Burrup Peninsula), are approaching or at capacity. Physical and environmental limitations will prevent significant further expansion and; therefore, a new industrial land release is required. In particular there is an immediate need to accommodate transportation and logistic enterprises that service the Port of Dampier (associated with off-shore projects) and strategic industrial developments on the Burrup Peninsula. Specifically there is a need to accommodate significant lay down areas to facilitate the efficient production cycles of the many resource and exploration projects underway in the Pilbara including the Gorgon Gas Project. The provision of suitable land in proximity to the port is made more pertinent due to the increased offshore activity and intended relocation of a number of users from the existing King Bay location not considered to undertake port specific activities.

The need for additional general industrial land and the proposed location were identified within the Karratha Area Development Strategy (1998), and the vast majority of the land is already zoned “Industrial Development” within TPS8. However, during the initial planning and design process for the site a number of issues have emerged, particularly associated with the provision of safe access to the site due to the curvature of Dampier Highway and the conflict with the access to the existing aquaculture facility. Negotiations in relation to this have required a review of the access to the site and which consequently require an expansion of the estate into land currently zoned “Strategic Industry” in order to accommodate safe access. The subject land is not considered suitable in size, configuration or location for Strategic Industry and the proposal would; therefore, allow for effective use of the land.

The proposed Scheme Amendment does not give rise to any land use or development rights, rather it will place it within the “Industrial Development” zone which will require Council and if required, WAPC approval of the detailed Development (Structure) Plan before development can take place. This Development Plan will be developed concurrently with the rezoning process; however, will be the subject of separate consideration by Council. The initial concept development is attached; whereby, the subject land would be primarily associated with additional light industrial use and the location of a proposed power sub-station.

Ultimately the rezoning will not result in a major shift in the land use pattern locally, as the adjoining 204ha site zoned “Industrial Development” will result in the future use of the site as an industrial estate. The rezoning will simply facilitate the development of a more efficient and safer subdivision. The subject land is already zoned for industrial purposes; however, its inclusion within the proposed development will require compliance with a Development Plan and thereby ensure a coordinated and consistent development form. The additional land represented by this rezoning will increase the size of the estate by 30 per cent, assisting in the provision of suitable land for industrial purposes.

## Issues

The following are the principal issues that need to be considered at this stage, given that a detailed analysis of the issues that impact on the proposal will be addressed in the preparation of a Development Plan:

1. There is a potential need for expansion of the district's electricity capacity. This will be addressed through the allocation of land for the future location of a substation within the north-west portion of the subject site.
2. The site will potentially need to accommodate a relocation of the Heavy Haulage Route between the North West Coastal Highway and Burrup Peninsula, with any proposal required to demonstrate a capacity to accommodate this requirement;
3. The development plan will need to address servicing requirements, including drainage management (water quality and quantity into Seven Mile Creek).
4. Upgrade and re-location of the Seven Mile Road, including managing access to the Karratha Tip during and post construction. Sight lines were considered inadequate at the current Seven Mile Road/Dampier Highway intersection based upon the anticipated additional vehicle movement. As a result this intersection is proposed to be relocated further north, as indicated within the Draft Development Concept.
5. State Planning Policy 4.1 State Industrial Buffer Policy seeks to avoid conflict between industrial and sensitive land uses and to promote compatible uses in areas affected by off-site impacts of industry. Pending further discussions with LandCorp regarding the likely future tenants and referral to the Environmental Protection Authority, a Special Control Area recognising the extent of any required buffer and restricting the encroachment of sensitive land uses may be necessary. It is noted; however, that the seven mile creek, seven mile waste facility, Riotinto rail infrastructure reserve and Karratha Airport already buffer the Gap Ridge Support Industry Estate to a large degree.

## Options

Council has the following options available:

1. To initiate TPS8 Scheme Amendment No. 16 to rezone land to the west of the township of Karratha from "Strategic Industry" to "Industrial Development".
2. To not initiate TPS8 Scheme Amendment No. 16 to rezone land to the west of the township of Karratha from "Strategic Industry" to "Industrial Development".

## Policy Implications

*There are no relevant policy implications pertaining to this matter.*

## Legislative Implications

There are no relevant legislative implications pertaining to this matter.

## Financial Implications

There are no direct financial implications associated with the amendment; however, the proposal represents the development of significant new investment creating significant effects into the local economy and supporting major developments within the region.

**Conclusion**

TPS8 scheme amendment No. 16, if ultimately approved by the Minister for Planning, would designate the land as having potential for future “Industrial Development”. This would require the submission of a Development Plan for consideration, which is envisaged to occur so as to allow for the timely provision of required additional industrial land within Karratha. It is recommended that Council supports LandCorp’s proposed development initiative by resolving to initiate an Amendment to TPS8 to rezone the land to the west of the township of Karratha from “Strategic Industry” to “Industrial Development”.

**Voting Requirements**

Simple.

---

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : 14782  
**MOVED** : Cr Hipworth  
**SECONDED** : Cr Lally

**That Council –**

**Initiate the rezoning of the land described as Lot 507 on Deposited Plan 62739 from “Strategic Industry” to “Industrial Development”.**

**CARRIED**

---

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



**Item 11.1.1 – Java Van – 12 Month Stallholder Approval**

The Shire President recommended that due to the large number of people in the Public Gallery concerned with this item that the item be moved forward.

**COUNCIL RESOLUTION**

**Res No** : 14783  
**MOVED** : Cr Cechner  
**SECONDED** : Cr Hipworth

**That Council bring this item forward to Public Question Time.**

**CARRIED**

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

**11.1.1 Java Van - 12 Month Stallholder Approval**

**File No:** EC/3/11  
**Attachment(s)** Application Form - Refer to I82889  
**Separate Attachments** Petition in support of Java Van - Refer to I83138  
**Responsible Officer:** Joel Gajic  
 Acting Executive Manager Development Services  
**Author Name:** Craig Watts  
 Manager Environmental Health  
**Disclosure of Interest:** Nil

**REPORT PURPOSE**

For Council to consider approving the Java Van to operate a food stall for a period of twelve [12] months from the car park associated with the Karratha Visitor Centre.

**Background**

At its August 2009 meeting, the stallholder licence application of Java Van to operate a stall at the Karratha Visitor Centre for a period of twelve [12] months was tabled. During the meeting, questions were raised by community members concerning the operation of the stall and compliance issues. Council resolved: *“That this matter lay on the table until all parties concerned can get together for discussion and to be brought back to Council.”*

**Issues**

As per the Council resolution at the August meeting, the Manager Environmental Health and Senior Planning Officer met with the interested parties on 19 August 2009.

The main point of their argument was the “unlevel playing field” being brought about by the Java Van trading under a Stallholder Licence as per the Shires ‘Activities in Thoroughfares and Public Places and Trading Local Law’. This was brought about by the high rents being charged for all commercial premises which were not applicable to the Java Van. They also wanted confirmation that the van was operating under a current licence and within the bounds of that licence.

They confirmed that the Java Van was not having a major detrimental effect on their particular businesses though they were aware that a food premise in the Karratha Industrial Estate was being affected. Although the Proprietor of that premise was not able to attend the meeting, Shire officers made themselves available to meet at a later date to discuss his concerns.

We advised the objectors that the current application by the Java Van met the requirements of the Local Laws and that unless a valid (and legally defensible) objection was put forward, the Shire would place itself in a legally untenable position if it were to reject the application solely on the grounds by which they were objecting.

Shire's Environmental Health Service has received a petition with 907 signatures supporting the Java Van in trading from the Karratha Visitor Centre. In addition, several e-mails of support have been received.

The Shire of Roebourne Activities in Thoroughfares and Public Places and Trading Local Law states:-

*“(1) In determining an application for a permit for the purposes of this Division, the local government is to have regard to—*

- (a) any relevant policies of the local government;*
- (b) the desirability of the proposed activity;*
- (c) the location of the proposed activity;*
- (d) the principles set out in the Competition Principles Agreement; and*
- (e) such other matters as the local government may consider to be relevant in the circumstances of the case.*

- (2) *The local government may refuse to approve an application for a permit under this Division on any one or more of the following grounds—*
- (a) *that the applicant has committed a breach of any provision of this local law or of any written law relevant to the activity in respect of which the permit is sought;*
  - (b) *that the applicant is not a desirable or suitable person to hold a permit;*
  - (c) *that—*
    - i. the applicant is an undischarged bankrupt or is in liquidation;*
    - ii. the applicant has entered into any composition or arrangement with creditors; or*
    - iii. a manager, an administrator, a trustee, a receiver, or a receiver and manager has been appointed in relation to any part of the applicant's undertakings or property;*
  - (d) *that the needs of the district, or the part for which the permit is sought, are adequately catered for by established shops or by persons who have valid permits to carry on trading or to conduct a stall; or*
  - (e) *such other grounds as the local government may consider to be relevant in the circumstances of the case.”*

In assessing this application the following considerations were made:-

- 1 The Shire's Policy Manual does not have regard to stallholders.
- 2 The site has not previously been considered undesirable for the conduct of this activity. Advice received from the current lessee of the site (Karratha Visitor Centre) supports the continuation of the Java Van.
- 3 The location of this activity does not constitute a safety hazard to users of the visitor centre and is not in breach of town planning legislation.
- 4 The continuation of the activity will not be in breach of the Competition Principles Agreement.

Advice received from the Department of Local Government and Regional Development confirms that the application of both the 600 metre separation from businesses selling a similar product, and (2)(d) as per above (needs of the district are adequately catered for) is in breach of the National 'Competition Principles Agreement' unless it can be shown that the Local Laws have been assessed against the Competition Principles Agreement 'Benefit Test' and are justified. In this case there is no justification.

Grounds by which the application could be refused were also assessed whereby it was found that:-

- 1 The applicant is not in breach of their current licence and has not breached the licence previously.
- 2 The applicant has not been deemed unsuitable or undesirable to hold a stallholders approval.
- 3 The applicant is not currently subject to bankruptcy or financial administration.
- 4 The 'Needs of the District' provision is in breach of Competition Principles Agreement and is such cannot be applied.

In this case, none of these refusal grounds is applicable. Council may also reject the application based upon additional grounds as seen to be relevant to this application; however, the grounds for rejection must not breach the Competition Principles Agreement.

The site is currently leased to the Karratha and Districts Tourist Information Centre (Inc), expiring 2014. The current lease does not allow for the sublease of any part of the site, unless prior approval is granted by the Shire of Roebourne and Minister for Lands. The Karratha and Districts Tourist Information Centre (Inc) is bound by the lease on the site to comply with their Constitution. This Constitution does not specifically include the ability to

lease part of the site. The Powers of the Constitution enable to the Centre to provide or sponsor the provision of refreshments for tourists and visitors, and contract a person or company to provide the services or facilities outlined in the Powers.

Shire officers met with representatives of the Karratha and Districts Tourist Information Centre (Inc) to determine their support for the application and discuss options available. They advised that they are supportive of some form of food vehicle being on site and intend to obtain funding from other agencies to extend and upgrade the current centre to include an internet cafe and drive through takeaway food/beverage outlet. This upgrade will be incorporated into their business plan and over time it is envisaged to assist the Karratha and Districts Tourist Information Centre (Inc) to become less reliant upon Shire funding. Until this is completed they wish to keep a mobile food service in the car park area, as this has been found to attract additional visitors to the centre.

Preliminary legal advice from Woodhouse Legal has indicated that a sublease to the proprietor or the Java Van might be possible if the Shire were to give its consent. The advice raises concerns in relation to the Karratha and Districts Tourist Information Centre (Inc) receiving a 'rent' and whether the Shire is agreeable to its lessee receiving rent when the Shire does not. Currently there is no rent payable by the Karratha and Districts Tourist Information Centre (Inc) to the Shire.

Modifying the lease to permit the Karratha and Districts Tourist Information Centre (Inc) to sub-lease (i.e. charge rent) the area currently occupied by the Java Van would go some way to addressing the objectors concerns and to 'level the playing field'.

Should the Council not wish to modify the lease, the provision of a food stall facility at the site could be put to tender with the winning tender paying fees directly to the Shire. However, this would be required to be managed by the Shire.

### **Options**

Council has the following options available:

- 1) To approve the stallholder application for a period of twelve [12] months as per the original report.
- 2) To modify the current lease agreement with the Karratha and Districts Tourist Information Centre (Inc) to allow them to sublease the site a food stall proprietor.
- 3) To tender the operation of a food stall facility at this site with fees payable to and managed by the Shire. This option would then further require approving the Java Van to operate the site for a further two [2] months to allow for tender documentation to be received and reviewed.
- 4) To refuse the application based upon grounds to be determined and agreed.

### **Policy Implications**

There are no relevant policy implications pertaining to this matter; however; it is recommended that a policy be developed to provide applicants and staff further clarity and guidance on the preparation and assessment of stallholder applications.

**Legislative Implications**

Should the application be rejected, the applicant has a right of appeal to the State Administrative Tribunal within 42 days of the application being rejected.

**Financial Implications**

There are no financial implications resulting from this report.

**Conclusion**

The Shires officers have met with the applicant, objectors and representatives of the Karratha and Districts Tourist Information Centre (Inc) as directed by Council's August resolution. Although the additional consultation enabled the assessment process and criteria to be articulated and bring the parties together, the original application still remains compliant with the Shires 'Activities in Thoroughfares and Public Places and Trading Local Law'.

**Voting Requirements**

Simple.

---

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14784**  
**MOVED** : **Cr White-Hartig**  
**SECONDED** : **Cr Lockwood**

**That Council:-**

- 1) **Modify the current lease agreement with the Karratha and Districts Tourist Information Centre (Inc) to allow them to sublease the site to a maximum of a single (one) stallholder at a site specified by the Manager Environmental Health.**
- 2) **Upon receipt of the sublease documentation, approve the application of the Karratha and Districts Tourist Information Centre (Inc) preferred Sub-lessee to operate a food stall at the site for a period of twelve [12] months or completion of building works providing for a permanent takeaway food/beverage outlet, whichever is sooner.**
- 3) **Until such time as the sublease arrangements are in place with the Karratha and Districts Tourist Information Centre (Inc), to direct the Manager Environmental Health to issue a stallholders licence on a month by month basis to the Java Van.**
- 4) **Direct the Manager Environmental Health to develop a policy to provide applicants and staff further clarity and guidance on the preparation and assessment of stallholder applications.**

**CARRIED**

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



# Application for Stallholder's Permit

Schedule 2, Local Government Act 1995

Shire of Roebourne Local Law relating to Activities in Thoroughfares and Public Places and Trading

SHIRE OF ROEBOURNE  
RECEIVED  
30 JUL 2009  
Action By:  
File No: EC1311  
Document ID:

To Chief Executive Officer  
Shire of Roebourne  
PO Box 219  
KARRATHA WA 6714

I, MARY JANE DAVIS  
of 9 BUTLER COURT  
NICKEL  
0418161283  
javavan@bigpond.com.au

(Residential address)  
(Postal address)  
(Telephone/ Mobile number)  
(E-mail address)

Apply for a stallholder's permit under the Shire of Roebourne Local Law relating to Activities in Thoroughfares and Public Places and Trading.

### Details of Proposed Stall

Location of proposed site for which the permit is sought: KARRATHA VISITOR  
CENTRAL CAR PARK

Physical description of stall/s proposed to be used (e.g. van, table, tent): VAN TRAILER

Kind of good/s or service/s intended to be sold or hired: COFFEE, HOT DRINKS  
MUFFINS, FRAPPES HOT TAKE AWAY FOOD

Number, name/s and address/es of assistant/s: PATRICIA ANN WESTON  
9, BUTLER COURT, NICKEL

Proposed day/s of operation: SEVEN DAYS

Proposed hours of operation: 5:30 AM - 3 PM

Period for which the permit is sought: 12 MONTHS

I have read and will abide by the Temporary Food Premises Guidelines and Handwashing Guidelines when operating my stall (handwashing for food handlers only)  Yes  No

I represent a charitable/ eligible community organisation and wish to apply to waive the permit fee  Yes  No  
I enclose:

- an accurate site plan and description of the proposed stall/s
- the permit fee of \$ 500 (\$20/day, \$80/week, \$220/3 month, \$330/ 6 month, \$500/year)
- A copy of Public Liability Insurance Certificate of Currency indemnifying the Shire of Roebourne (\$10 million minimum) against any claim resulting from these activities.

Applicant's Signature: [Signature]

Date: 30/7/09

16-APR-2009 (THU) 09:56

WESTRALIAN INSURANCE

FAX 108 93022552

P 001/002

### WESTRALIAN INSURANCE

ABN 27 110 430 005 27 110 430 005 331147

SUITE 13, 1 IRWIN ROAD  
WANGARA  
WA 9055

PO BOX 1724  
WANGARA WA 6047

Tel: (08) 9302 1348  
Fax: (08) 9302 2852

Email: [info@westralianinsurance.com.au](mailto:info@westralianinsurance.com.au)

**Attention:** Lauren Bosche

## CERTIFICATE OF CURRENCY

**From:** Jason Barnes

We hereby confirm that we have arranged the insurance cover mentioned below:

JAVAVAN  
20 ACKMAR WAY  
SWAN VIEW WA 6056

Date: 16/04/2009

Our Reference: JAVAVAN

RENEWAL

Page 1 of 2

<b>Class of Policy:</b> Business Insurance	<b>Policy No.:</b> 170A519471BPK
<b>Insurer:</b> QBE COMMERCIAL	<b>Invoice No.:</b> 18134
<b>Address:</b> LEVEL 17, 200 ST GEORGES TCE, PERTH WA	<b>Period of Cover:</b>
<b>The insured:</b> JAVAVAN (MARYJANE DAVIS/IAS)	From 19/01/2009
	To 19/01/2010 at 4:00 pm

**Details:**

See attached schedule for a description of the risk insured

**IMPORTANT INFORMATION**

The Proposal/Declaration:-

- is to be received and accepted by the Insurer
- has been received and accepted by the Insurer

The total premium as at the above date is:-

- to be paid by the Insured
- part paid by the Insured
- paid in full by the Insured

Please note that the policy defined above is subject to the receipt of the Proposal Declaration and acceptance by the Insurer (if not already completed and accepted) and subject to the full receipt and clearance of the total premium payable by the insured.

1A-APR-2009(THU) 09:56

WESTRALIAN INSURANCE

(FAX)08 93022552

P. 002/002

**Schedule of Insurance**

Page 2 of 2

<b>Class of Policy:</b> Business Insurance	<b>Policy No:</b> 170A519471BPK
<b>The Insured:</b> JAVAVAN (MARYJANE DAVIS T/AS)	<b>Invoice No:</b> 18134
	<b>Our Ref:</b> JAVAVAN

QBE Australia  
 ABN 78 003 191 035  
 AFS Licence No. 239545 of 82 Pitt Street Sydney

-----  
 BUSINESS PACKAGE  
 -----

**POLICY NUMBER:** 170A519471BPK  
**PERIOD OF COVER:** 19/01/2009 TO 19/01/2010  
**INSURED:** JAVAVAN (MARYJANE DAVIS T/AS)

-----  
 SITUATION 1 DETAILS  
 -----

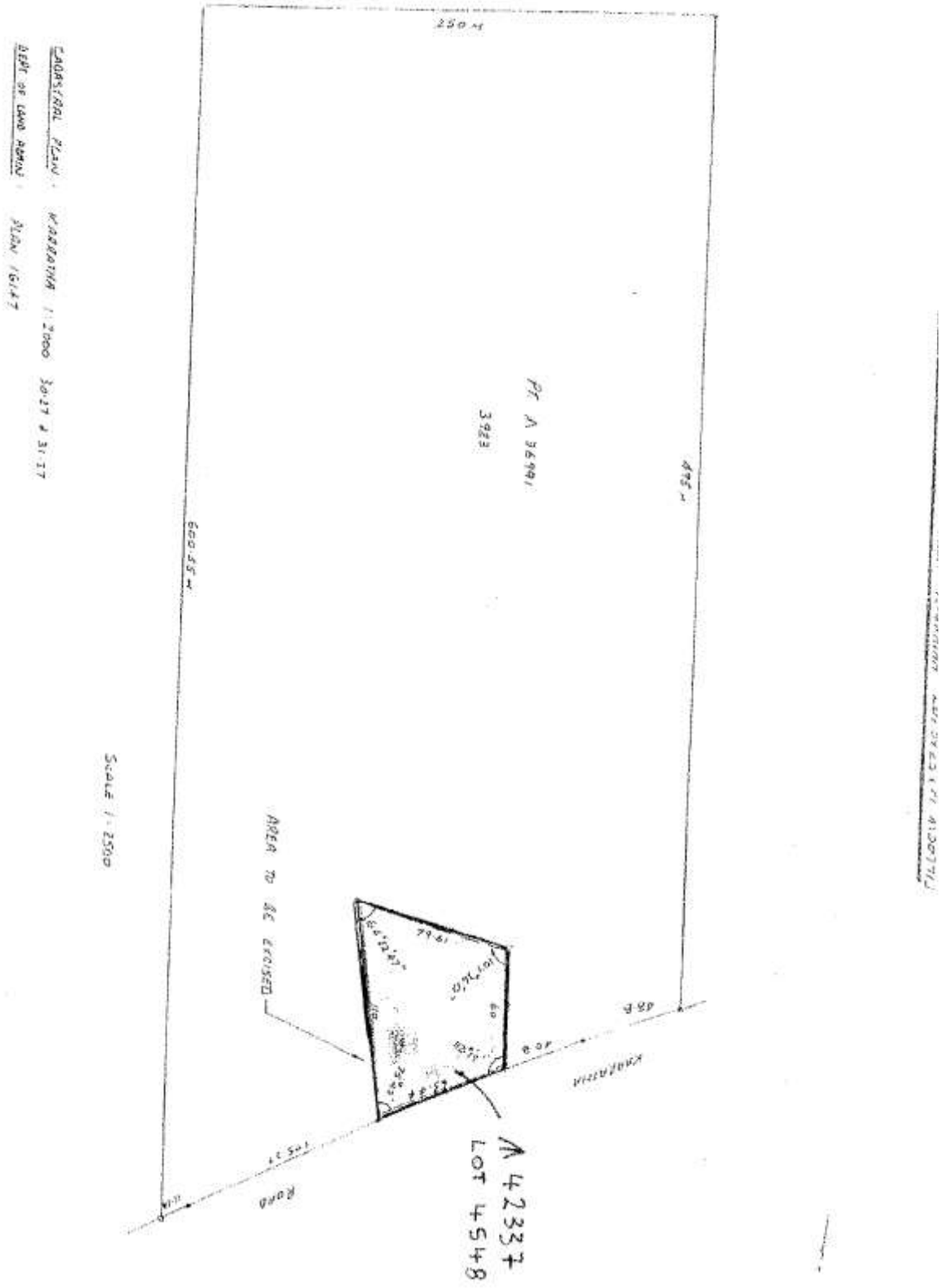
**BUSINESS:** MOBILE COFFEE VAN  
**SITUATION:** ANYWHERE IN AUSTRALIA

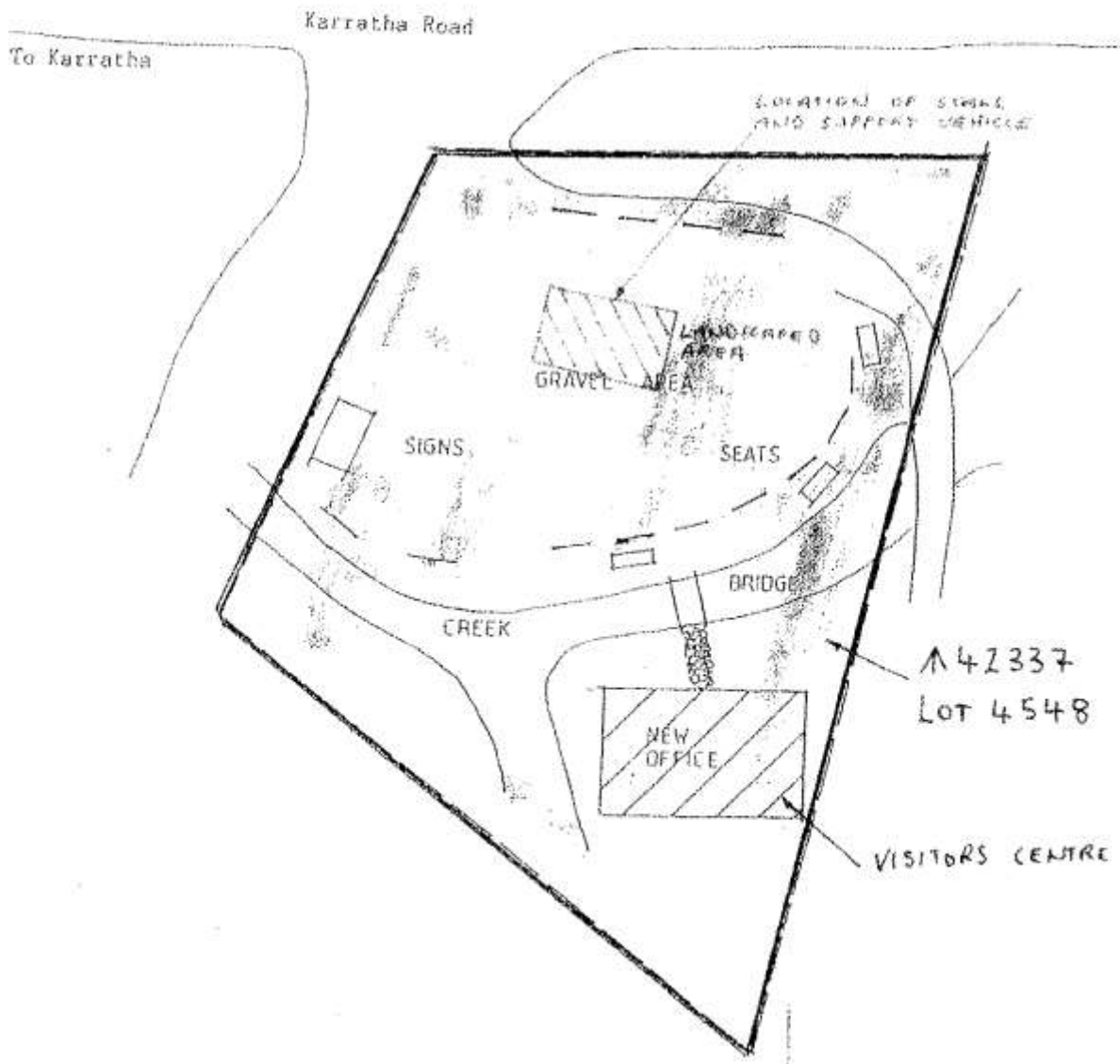
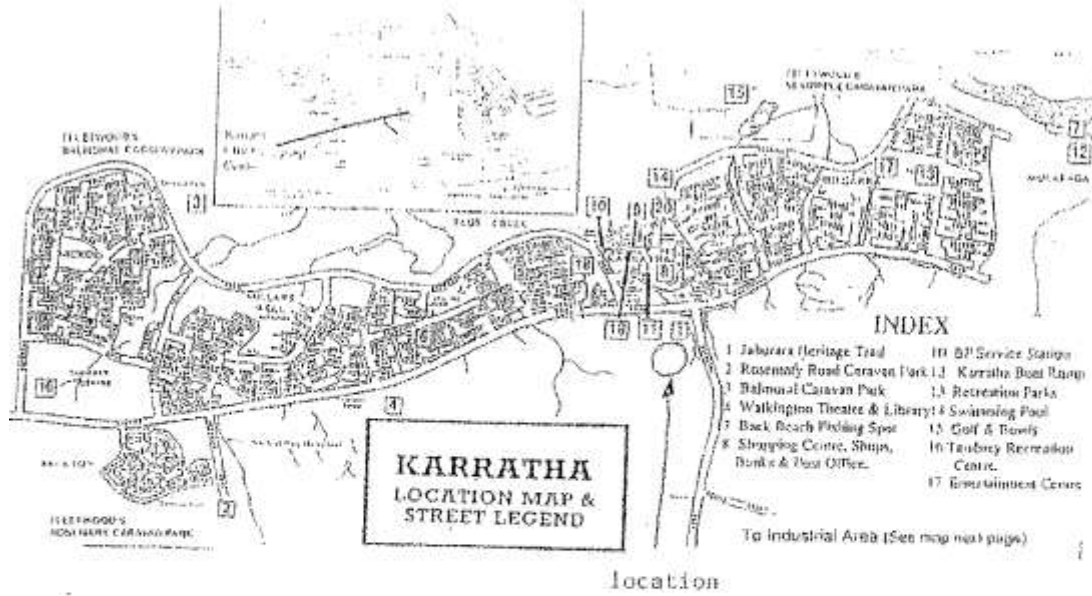
BROADFORM LIABILITY SECTION	LIMIT OF LIABILITY
Liability	\$ 10,000,000
Property Owners Only?	No
Property Value	\$ Not Insured
Products Liability	\$ 10,000,000
Goods in Physical Control	\$ 20,000
Tenants Fire Liability	Refer to Policy Wording
Property Damage Excess	\$ 250

-----  
 ASBESTOS EXCLUSION ENDORSEMENT  
 -----

This exclusion applies to the Broadform Liability Section. This policy does not cover liability resulting from the existence, mining, handling, processing, manufacture, sale, distribution, storage or use of asbestos, asbestos products and/or products containing asbestos.







**Kelvin Galdeck Re: Item 11.2.7 Home Occupation [Rehabilitation of Native Birds] and Associated Avaries, 7 Durack Crescent Dampier**

Mr Galdeck addressed Council and asked:

*Q1 is the Council fully aware of the size of the proposed avaries?*

The Shire President then asked the Executive Manager Development Services Bob Sharkey to respond.

Bob Sharkey responded that sufficient information was provided to Councillors as submitted in the report and included in the Agenda.

*Q2.Does the Council support the normal by-laws in regards to this application?*

Shire President responded that yes the Council do and this information is also included in the Council report in the Agenda.

*Q3. How does council ratify 130m2 avary in a residential area?*

As per Council procedure when a written objection is received in relation to an application, a report with a recommendation is put to Council for vote.

*Q4. Does the Council have any questions for the Galdecks regarding their opposition to the application?*

Shire President responded that no council have no questions for the Galdecks.

---

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14785**  
**MOVED** : **Cr Vertigan**  
**SECONDED** : **Cr Lally**

**That Council bring this item forward to Public Question Time.**

**CARRIED**

---

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

**11.2.7 Home Occupation [Rehabilitation Of Native Birds] And Associated Aviaries 7  
Durack Crescent, Dampier**

<b>File No:</b>	<b>P2105, TA/2/1</b>
<b>Separate Attachment(s)</b>	<b>site plan, written submission &amp; letters of objection &amp; support</b>
<b>Responsible Officer:</b>	<b>Joel Gajic Acting Executive Manager Development Services</b>
<b>Author Name:</b>	<b>Joel Gajic Acting Executive Manager Development Services</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

---

**REPORT PURPOSE**

For Council to consider an application for planning consent (the application) to rehabilitate native birds on lot 7 Durack Crescent Dampier and construct four [4] 'flight' aviaries occupying approximately 132m<sup>2</sup>. It is noted that, in accordance with Council's Delegation Register, the application cannot be determined under delegated authority due to a public submission being received objecting to the proposed development.

**Background**

Applicant: Rose Best, Pilbara Wildlife Carers Association Inc.  
Suburb: Dampier  
Owner: Peter J Forbes  
Zoning: Residential R20

The application was received on 16 July 2009 and fee waived as the applicant was considered to be a not for profit organisation providing a community service. Although the proposed development meets the definition of a 'place of animal care' in accordance with the provisions of the Shire of Roebourne Town Planning Scheme No. 8 (TPS8), given the scale of the activity and staffing, it is also deemed to be a 'home occupation'.

The application was supported with a written submission, a site plan and elevations of the proposed aviaries, and letters of support from the Department of Environment and Conservation, Dampier Community Association, Karratha Veterinary Hospital and RioTinto. As the elevations of the aviaries have been drawn on graph paper which is difficult to reproduce as an attachment with suitable clarity, they will be tabled at the Ordinary Council Meeting.

The abutting owner/occupier notified was notified in writing in accordance with Shire policy and lodged an objection within the specified fourteen [14] day notification period.

Comment was also sought from Rangers Services regarding the premise from which the Pilbara Wildlife Carers Association currently operates, and the Environmental Health Department regarding the application of the *Shire of Roebourne Health Local Law*.



Locality Plan Please note the aerial photography was taken in 2005 and does not show the outbuilding noted as ‘proposed shed’ on the site plan as submitted.

**Issues**

What Should the Development be Defined As?

In accordance with TPS8 a place of animal care is defined as:

*“Any land or buildings used for the keeping, boarding, breeding, display, veterinary treatment of injuries or ailments of animals and may or may not include zoological gardens, enclosures or accommodation of animals.”*

In accordance with TPS8 a home occupation is defined as:

*“A business or activity carried out within a dwelling house or the curtilage of a house by a person resident therein or within a domestic outbuilding by a person resident in the dwelling house to which it is appurtenant that:*

- a) *entails the conduct of a business, office and/or workshop and does not entail the retail sale or display of goods of any nature,*
- b) *does not cause injury to or prejudicially affect the amenity of the neighbourhood,*
- c) *does not detract from the residential appearance of the dwelling house or domestic outbuilding,*

- d) *does not entail employment of any person not a member of the occupier's household,*
- e) *does not occupy an area greater than 20m<sup>2</sup>,*
- f) *does not display a sign exceeding 0.2 m<sup>2</sup> in area.*
- g) *in the opinion of Council is compatible with the principle uses to which land in the zone in which it is located may be put,*
- h) *will not result in the requirement for a greater number of parking facilities than normally reserved for a single dwelling and will not result in a substantial increase in the amount of vehicular traffic in the vicinity,*
- i) *does not entail the presence, parking and garaging of a vehicle of more than two tonnes tare weight.*

Aside from the aviaries occupying an area of approximately 132m<sup>2</sup> and; therefore, not complying with element 'e', the proposed use of the premise for the rehabilitation of native birds meets the definition of a home occupation. Whilst a substantive departure in area, it is important to note that other than requiring 40% of a residential property to be 'open space' there are no limitations on the area that aviaries can occupy for the keeping of birds providing they are not bred for commercial gain (and would then constitute either a home occupation or intensive agriculture). Provided that the Council is satisfied that the broader issue of protecting the amenity of the area it is the author's view that Council can consider the application as a home occupation. Should Council be of the view that the proposed development constitutes too great a departure from the definition of a home occupation, it must be defined as a place of animal care which is a prohibited use in a residential zone.

#### Letter of Objection

The letter of objection raises five [5] principle grounds being:

1. Use inconsistent with a residential neighbourhood.
2. Visual impact and bulk of the aviaries an eyesore that will affect property values.
3. Site coverage excessive.
4. Likelihood of increased snake and rodent activity.
5. Immediate abuttal of aviaries to the applicant's dwelling poses possible health risks.

Whilst the first four [4] grounds need to be considered as part of the development approval, the connectivity of the aviary to the dwelling with particular regards to fire separation, ventilation and natural light are matters to be addressed as part of the building licence assessment.

#### Will the Development Adversely Affect the Amenity of the Neighbourhood?

On evidence available to Planning Services and Ranger Services, there have been no objections resulting from Pilbara Wildlife Carers Association operating from their current address in Bulgarra. Provided the operations appropriately managed in accordance with conditional requirements imposed by any subsequent development approval and the Shire of Roebourne Health Local Law provisions pertaining to the keeping of birds adhered to, then arguably the only potential detriment to the abutting neighbour is through the visual impact of the aviaries themselves and noise emissions. The following clauses of the Health Local Laws enable enforcement action to be taken should a premise used for the keeping of birds not be effectively maintained and/or cause nuisance.

#### *"Cleanliness*

61. *An owner or occupier of premises, in or on which a dog, cat or other animal or bird is kept shall —*

- (a) *keep the premises free from excrement, filth, food waste and all other matter which is or is likely to become offensive or injurious to health or to attract rats or other vectors of disease;*
- (b) *when so directed by an Environmental Health Officer, clean and disinfect the premises; and*
- (c) *keep the premises, so far as possible, free from flies or insects by spraying with a residual insecticide or other effective means.*

#### *Animal Enclosures*

62. (1) *A person shall not keep or cause or permit to be kept any animals or birds on premises, which are not effectively drained or of which the drainage flows to the walls of foundations of any building.*
- (2) *The owner or occupier of premises where animals or birds are kept shall, when directed by the Principal Environmental Health Officer, pave, grade and drain the floors of all structures and the surface of the ground of all enclosures used for the keeping of animals or birds...*

#### *Measures to be taken to eradicate Rodents*

95. (1) *An owner or occupier of premises shall at all times take effective measures to eradicate any rodents in or on the premises.*
- (2) *Without limiting the generality of subsection 95(1), an owner or occupier of premises, whenever there are indications of the presence of rodents in, on or about the premises, and while such indications continue, shall –*
- (a) *take effective measures to keep the premises free from rodents including–*
    - (i) *protecting food stuffs;*
    - (ii) *using a rodenticide bait or properly baited trap; and*
    - (iii) *preventing rodents having access to water on the premises;*
  - (b) *inspect daily each rodenticide bait or trap used and, whenever a rodent is found, shall –*
    - (i) *if it is not already dead, kill it immediately; and*
    - (ii) *dispose of the carcass in such a manner as will not create a nuisance; and*
  - (c) *take whatever measures for the eradication of rodents as an Environmental Health Officer may [sic] from time to time direct.*

#### *Waste food etc. to be kept in rodent proof Receptacles*

96. *A person must not store, or allow to be stored, on any premises, any food, refuse or other waste matter unless it is contained in a rodent proof receptacle or compartment.”*

Whilst the aviaries are somewhat imposing ranging from two [2] metres to 5.45 metres in height, they are proposed to be offset 2.5 metres from the common boundary, in excess of the 1.5 metres as prescribed by the Acceptable Development provisions under the Residential Design Codes of WA (the R-Codes). Their average height when viewed from the abutting neighbours' property is 3.3m. The shadow cast from the aviaries (even if constructed of materials that do not allow any light penetration) would satisfy the Acceptable Development provisions under the R-Codes. The aviaries are largely obscured from Durack Crescent and are; therefore, no anticipated to have a visual impact on the streetscape.

It could be concluded that given objections to the use have not been previously received that noise is able to be managed. The birds of prey are not known to Planning Services to create a noise nuisance, although smaller birds such as parrots can be noisy. The smaller birds will be located in the smaller aviary furthest from the common boundary. The Shire is effectively unable to control noise from birds through current state legislation or the Health Local Laws.

The proposed development is unlikely to generate any significant increase in traffic or cause a nuisance through the parking of vehicles. No signage has been proposed and, in any event, is limited to 0.2m<sup>2</sup> in area.

#### What are the Ramifications of Refusing the Application?

It is evident from the letters of support accompanying the application that the Pilbara Wildlife Carers Association provides a valuable community service. The potential impact of losing the service, whether in the short to medium term whilst an alternative location was sought, or indefinitely would be significant.

#### What if the Home Occupation was to be Further Expand?

It is questionable whether the proposed rehabilitation of native birds could reasonably constitute a home occupation if further expanded. Arguably any increase in the size of the aviaries of area required to undertake the activity would warrant it no longer being incidental to the dwelling, and instead being a stand alone use. As a stand alone use a place of animal keeping is not permitted in a residential zone and would need to relocate to a more suitable location.

#### Precedent

Planning consent was last granted in May 2007 to keep animals in a residential neighbourhood (pet herptofauna) that also entailed the construction of associated reptile enclosures. It is not known whether the treatment of animals has been defined and assessed other than as a place of animal care since the adoption of TPS8, particularly as such applications have been for veterinary clinics of a commercial scale.

#### **Options**

Council has the following options available:

1. To approve the application for a home occupation (rehabilitation of native birds) and three [3] aviaries at 7 Durack Crescent Dampier.
3. To determine the application for a home occupation (rehabilitation of native birds) and three [3] aviaries at 7 Durack Crescent Dampier subject to the submission of further information as deemed warranted by the Council.
4. To refuse the application for a home occupation (rehabilitation of native birds) and three [3] aviaries at 7 Durack Crescent Dampier on the grounds that a place of animal care and buildings or works associated with that use is prohibited in accordance with the zoning table of TPS8.



**Policy Implications**

Policy numbers DP4 and DP7 titled Home Occupation and Residential Frontage are relevant to this matter.

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

There are no financial implications resulting from this report.

**Conclusion**

Whilst it is recognised that the scale of the proposed native bird rehabilitation activity in terms of the extent of area it occupies exceeds that typically applied to a home occupation, on balance, it is not considered unreasonable to assess the application as a home occupation.

It is the author's view that any potential detriment to the neighbourhood is within acceptable limits and that the use can be effectively controlled through approvals and local laws administered by the Shire's Development Services Department.

Council is encouraged to support the application to develop lot 7 Drack Crescent Dampier for a home occupation (rehabilitation of native birds) and three [3] aviaries subject to development approval being granted for twelve [12] months and the conditions as recommended.

**Voting Requirements**

Simple.

---

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : 14786  
**MOVED** : Cr Lockwood  
**SECONDED** : Cr Lally

**That Council approve development application P2105 for a home occupation (place of animal care) and associated aviaries at 7 Durack Crescent Dampier subject to:**

1. **The prior written consent of the Shire being obtained for the construction of further aviaries or structures associated with the home occupation, or to undertake the home occupation outside of the three [3] approved aviaries including within the dwelling or any outbuilding on the subject land.**

**Note:**The applicant is advised that in the event of the need to expand the area dedicated to the rehabilitation activities, any such application to do so may no longer meet the reasonable scope of a home occupation. It is further noted that the use of residential zoned land as a 'place of animal care' is prohibited in accordance with the provisions of the Shire of Roebourne Town Planning Scheme No. 8.

2. **The approved building works and layout shall not be altered without the prior written consent on the Shire.**
3. **All food not available to the animals for immediate consumption shall be kept in vermin proof containers.**
4. **The aviaries shall be kept clean at all times and shall not cause nuisance by reason of odour, appearance, or the presence of vermin.**
5. **The loading and unloading of vehicles and delivery of goods shall at all times be within the boundaries of the site.**
6. **The approved home occupation must not:**
  - a) **Entail the retail sale or display of goods of any nature.**
  - b) **Entail the employment of any person not a member of the occupier's household.**
  - c) **Display a sign exceeding 0.2 m<sup>2</sup> in area.**
  - d) **Entail the presence, parking and garaging of a vehicle of more than two tonnes tare weight.**
7. **This approval is not transferable or assignable to another person or to another address and shall expire if the business moves premise, is sold to a new operator or closes down.**

**Note:**The Shire may determine at any time that the operations of the use be brought into conformity with any direction it may issue or, alternatively withdraw its consent and determine the date when this approval will become null and void if for any reason the Shire determines that the use is prejudicially affecting the amenity of the neighbourhood.

8. Unless renewed, this approval granted for a period of twelve [12] months from the original date of this decision [*date of expiring to be inserted upon drafting approval*] upon which the home occupation must cease.

**Note:** Planning Services may renew your home occupation for a further twelve [12] subject to a request to extend the currency of the approval being made in writing no later than the original or extended date of expiry.

9. Other standard conditions as deemed appropriate by the Manger Planning Services.

---

**CARRIED**

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

**Ray Ward Re: Several questions concerning several areas of concerns.**

Mr Ward addressed Council and asked:

*Q1 Has the audio recording machinery for Chambers been included in the 2009/2010 budget?*

The Shire President then asked the Executive Manager Corporate Services Ray McDermott to respond.

Ray McDermott stated that there is not a specific allocated budget for this equipment set aside in this years budget. Investigations are currently being undertaken into the most appropriate equipment including the ability to store the equipment and IT compatibility are also being investigated.

*Q2. Can we get the results of the Community Survey?*

The Shire President responded that the results will be posted on the Shire website on Tuesday 22 September 2009.

*Q3. Next year can the Annual Community Survey please be a letter drop to cover more residents?*

Executive Manager Community Services Simon Kot responded that yes a letter drop would be considered for next years' survey.

The Shire President responded that there were a total of 468 respondents who participated in the survey.

**Re: Item 11.2.4 Residential Building Lot 119 (Hn 9) Brolga Meander, Nickol**

*Q4. How can a boarding house be permitted to be built in a residential area?*

The Shire President responded that the application was submitted according to Council process and is presented for Council's consideration.

*Q5. Asked what the Shire was doing about the situation that has recently arisen at the Visitor Centre.*

The Shire President responded that the Council meeting was not the right forum to discuss this matter and that Council involvement in the running of the Visitor Centre only related to providing funds for the Centre to assist with the operation only, not management.

Cr Hipworth stated that there was to be a meeting with the Visitor Centre staff the following day.

**3 RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE**

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

**Staff:** Collene Longmore Acting Chief Executive Officer  
 Ray McDermott Exec Manager, Corporate Svces  
 Simon Kot Exec Manager, Community Svces  
 Bob Sharkey Exec Manager, Development Svces  
 Troy Davis Exec Manager, Technical Svces  
 Bobbie Laine Minute Secretary

**Absent:** Cr Garry Bailey

**Members of Public:** Ray Herron, Tim Dawkins – Urbis, Annie Mitchell – Landcorp, John Delaurant, Mary-Jane Davis, Pattie Weston, Vicki Hawes, Michelle Cofferman, Gay Henry, Tessa Lynch, Katie Lynch, Michelle Baxter, Ebony Baxter, Scott Bennett, Peter Forbes, Rose Best, Peter Bommer, Steve Davis, Joel Gajic, Kelvin Galdeck, Stephanie Galdeck & Ray Ward

**4 PETITIONS/DEPUTATIONS/PRESENTATIONS**

Item 11.1.1 - Java Van, as attachment to item.

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

**RECOMMENDATION**

That the Minutes of the Special Council Meeting held on 17 August 2009, the Minutes of the Ordinary Meeting of Council held on 17 August 2009, and the Budget Meeting Minutes held on the 28 August 2009 be confirmed as a true and correct record of proceedings.

---

**RECOMMENDATION/COUNCIL RESOLUTION**

Res No : 14787  
 MOVED : Cr Lally  
 SECONDED : Cr Vertigan

**CARRIED**

---

FOR : Cr Snell, Cr Rothe, Cr Cechner, Cr Hipworth, Cr Lally, Cr Lewis  
 Cr Lockwood, Cr Vertigan  
 AGAINST : Nil

**6 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION**

- 18 August 2009 Shire Of Roebourne & Department of Sport and Recreation Sporting Club Recognition Evening, Cr Snell
- 19 August 2009 Radio interviews with Triple J and ABC National News regarding Gorgon Project, Cr Snell
- 21 August 2009 Church of Latter Day Saints, Cultural Evening Programme, Cr Snell
- 24 August 2009 3.00pm – ABC Northwest radio interview regarding Airport Master Plan, Cr Snell
- 24 August 2009 3.30pm – GWN Interview regarding Gorgon, Cr Snell
- 24 August 2009 4.00pm – ABC Statewide radio interview regarding the Oil Slick, Cr Snell
- 24 August 2009 Meeting with KDDCI, Cr Snell
- 25 August 2009 10am - Year 12 Art Perspectives Exhibition, Karratha Library, Cr Snell
- 25 August 2009 4.00pm – Meeting with Eric Ripper, Tom Stephens & Paul Papalia, Cr Snell
- 25 August 2009 Pilbara Joblink, Cr Snell
- 26 August 2009 10am – ABC Mornings radio interview regarding Gorgon, Cr Snell
- 27 August 2009 PDC Board Meeting Dinner, Cr Snell
- 28 August 2009 Shire of Roebourne 2009/2010 Budget Meeting
- 28 August 2009 10-11am – Dampier highway Duplication Official Sod Turning Ceremony, Cr Snell
- 28 August 2009 Meeting with Gary Gray, Karratha Airport, Cr Snell
- 28 August 2009 Pilbara JobLink BAH, Cr Snell
- 31 August 2009 7am – Curtin Radio interview regarding Gorgon, Cr Snell

31 August 2009 10am Radio interview with ABC radio, Cr Snell  
1 September 2009 12pm JobLink meeting LCP Manager, Cr Snell  
2 September 2009 4.30pm - Meeting with Vincent Catania, Cr Snell  
2 September 2009 6.00pm – Warlu Way Conference Dinner, Cr Snell  
3 September 2009 Apache Energy Ltd, BBQ Function, Cr Snell  
5 September 2009 Pt Samson Gala Dinner, Pt Samson Community Association,  
Cr Snell  
7 September 2009 Horizon Power Dinner, Cr Snell  
9 September 2009 ABC Country Hour radio interview  
9 September 2009 Interview with the Australian regarding Roebourne, Cr Snell  
11 September 2009 Best & Fairest Vote Count, Dampier Sports Club, Cr Snell  
12 September 2009 WA Engineering Excellence Awards, Perth, Cr Snell  
14 Septmeber 2009 9.30am - National Launch of Desert Knowledge Australia  
Outback business Networks Project, Cr Snell  
14 September 2009 12.30pm - LandCorp Lunch, Cr Snell  
14 September 2009 5.30pm – LandCorp board of Directors Dinner Function, Cr  
Snell  
15 September 2009 10am - Devil Creek Ground Breaking Ceremony, Cr Snell  
15 September 2009 12pm – Visit by Karratha Primary School to Council  
Chambers, Cr Snell  
17 September 2009 Australian Citizenship Ceremony  
21 September 2009 UWA Aspire Launch, Perth, Cr Snell

Cr Vertigan left Chambers at 7.16pm  
Cr Vertigan returned to Chambers at 7.17pm

## **7 CHIEF EXECUTIVE OFFICER & EXECUTIVE SERVICES**

### **7.1 CHIEF EXECUTIVE OFFICER**

#### **7.1.1 2010 Council Meeting Dates**

**Responsible Officer:** Collene Longmore  
Acting Chief Executive Officer

**Author Name:** Bobbie Laine  
PA to CEO

**Disclosure of Interest:** Nil

---

#### **REPORT PURPOSE**

For Councillors' consideration and adoption is the proposed 2010 Council Meeting dates including the Pre-Budget and Budget Meetings. **Note: there will be no meeting in January 2010.**

#### **Background**

Nil

#### **Issues**

Nil

#### **Options**

None

#### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

#### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

#### **Financial Implications**

There are no financial implications resulting from this report.

#### **Conclusion**

Nil

#### **Voting Requirements**

Simple.



**RECOMMENDATION**

**That the following Council Meeting dates for 2010 be accepted:**

- ◆ 15 February 2010 ..... Ordinary Council Meeting
- ◆ 15 March 2010..... Ordinary Council Meeting
- ◆ 19 April 2010 ..... Ordinary Council Meeting
- ◆ 5 May 2010 ..... Pre-Budget Meeting
- ◆ 17 May 2010 ..... Ordinary Council Meeting
- ◆ 21 June 2010..... Ordinary Council Meeting
- ◆ 30 June 2010..... Budget Meeting
- ◆ 19 July 2010 ..... Ordinary Council Meeting
- ◆ 16 August 2010..... Ordinary Council Meeting
- ◆ 20 September 2010..... Ordinary Council Meeting
- ◆ 18 October 2010..... Ordinary Council Meeting
- ◆ 15 November 2010..... Ordinary Council Meeting
- ◆ 20 December 2010..... Ordinary Council Meeting

**COUNCIL RESOLUTION**

**Res No** : 14788  
**MOVED** : Cr Rothe  
**SECONDED** : Cr Cechner

**That the item be tabled until the 19 October 2009 Ordinary Council Meeting when a report can be presented with alternative dates, also to include Annual Electors Meeting date.**

**CARRIED**

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

---

**COUNCIL RESOLUTION**

**Res No** : **14789**  
**MOVED** : **Cr Lally**  
**SECONDED** : **Cr Cechner**

**That Council bring item 11.2.4 forward.**

**CARRIED**

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

**11.2.4 Residential Building Lot 119 [Hn 9] Brolga Meander, Nickol**

**File No:** P2088, TA/1/8  
**Separate Attachment(s)** Selected plans, management statement, letter of objection  
**Responsible Officer:** Joel Gajic  
 Acting Executive Manager Development Services  
**Author Name:** Joel Gajic  
 Acting Executive Manager Development Services  
**Disclosure of Interest:** The spouse of the owner/applicant is a co-worker of the author

---

**REPORT PURPOSE**

For Council to consider an application for planning consent (the application) to construct a residential building and to undertake ancillary works on lot 119 [9] Brolga Meander, Nickol. It is noted that, in accordance with Council's Delegation Register, the application cannot be determined under delegated authority due to a public submission being received objecting to the proposed development.

**Background**

**Applicant:** Steve Davis, Australian Bluewater Development Pty Ltd  
**Suburb:** Nickol  
**Owner:** Steve Davis  
**Zoning:** Urban Development (R17.5 residential density in accordance with the adopted Nickol West Development Plan)

A 'residential building' is defined by the Shire of Roebourne Town Planning Scheme No. 8 (TPS8) as a habitable building designed to be occupied temporarily by two or more persons or permanently by seven or more persons.

The use of land zoned urban development for a residential building requires development approval. As such, an application with evidence of LandCorp's Nickol West Design Guidelines approval was received on 30 June 2009.

## Issues

### Appropriateness of the Use

A residential building is an 'AA' use whereby, the development is not permitted unless the Council has granted planning approval. Depending on the scale, design, and tenancy arrangements residential buildings can mirror the form and function of a single house through to a motel. Given the scale, design, and tenancy arrangements of the application the most appropriate location for it is in a residential neighbourhood.

### Compliance with Development Controls and Policies

The Karratha Objectives contained in TPS8 pertinent to residential development include to:

*Encourage residential development that will accommodate a greater range of lifestyles and needs to reflect the broadening population base; and  
Enhance the high level of residential amenity within Karratha in both existing suburbs and the residential expansion areas.*

It is clear that the proposed development seeks to accommodate a greater range of lifestyles and needs and is essentially a response to the demand for affordable accommodation.

When considering whether the proposed development enhances the level of residential amenity one must measure it against existing applicable design criteria being the Residential Design Codes of Western Australia (the RCodes), LandCorp's Nickol West Design Guidelines, and local planning policy DP7 Residential Frontage.

The proposed development satisfies the relevant acceptable development criteria contained in the RCodes that states that a Council "*shall not refuse to grant approval to an application that in respect to any matter where the application complies with the relevant acceptable development provision and the relevant provisions of the council's planning scheme or a local planning policy.*"

The proposed development has been independently assessed as satisfying LandCorp's Nickol West Design Guidelines that seeks to promote four objectives including, "*to achieve a visually attractive development that has regard for the amenity of adjacent lots and surrounding public areas.*"

The application does not seek to vary any policy provision contained in the Shire's principal residential policy DP7 Residential Frontage. It is noted that DP7 is proposed to be superseded and renamed 'Residential Development Requirements' and new policy 'DP15 Residential Buildings and Share Houses' address the specific requirements for future residential building applications.

### Management of the Premise

The applicant was requested to prepare a management statement outlining the property management practices to be put in place which was subsequently provided to the objector. The objection was not withdrawn on the basis of the management practices as outlined.

The key aspects of the management practices that, if supported, are encouraged to be recognised on the copy of title and would require Shire consent to be altered include that:

- \* The manager(s) is to reside within the residential building.

- \* No more than two [2] persons per room or ten [10] persons in total to reside within the building.
- \* Persons not part of the tenancy agreement to stay overnight.
- \* No more than one [1] motor vehicle per tenant not exceeding two ton capacity.
- \* Parking of boats, trailers, caravans or motorcycles shall require the manager's consent and be parked to the rear of the building (screened from public view).
- \* All tenant's vehicles to be parked within the property boundary or the dedicated embayment bay.
- \* Copies of all tenant's motor vehicles keys to be stored in a locked cabinet accessible to the manager in an emergency.
- \* Dogs prohibited, the keeping of all other pets subject to the prior consent of the manager.
- \* All abutting and immediately opposite neighbours (owners and occupiers) to be provided with a copy of the management statement and manager's contact details.
- \* All tenants to sign a tenancy agreement.

### Car Parking

TPS8 prescribes that one parking bay per every two sleeping units (rooms) plus two bays per every seven sleeping units be provided for visitors and staff. Six bays are required (rounded up) under this formula. TPS8 allows the Shire to use discretion when applying car parking requirements and, as such, one bay per room as applied to a motel is considered more appropriate.

It is proposed that one of these seven bays be constructed within the abutting road verge and the other six off-street bays be configured in tandem. Whilst on-street embayment and off-street tandem parking is not ideal, it is the author's view that the parking arrangements are satisfactory for the following reasons:

1. As it is not specified by an adopted local planning policy or the RCodes what number of parking bays need to be provided for a residential building the TPS8 provision provides the best guide. No randomly selected local government authority had a requirement exceeding one bay per room.
2. The management plan requires tenants to park their cars within the seven dedicated bays, not to have more than one vehicle each, and provide a spare car key to the on-site manager to ensure that cars parked in tandem are not 'blocked in'.
3. On-street embayment parking bays have been previously supported for grouped dwelling developments provided wholly constructed at the proponent's cost and, in this case, additional street trees are also proposed to be enhanced to off-set the additional paved surface.
4. The parking of boats, caravans, trailers and motorcycles will be at the discretion of the on-site manager and will need to be parked to the rear of the building and; therefore, be screened from public view.
5. A single house need only provide two off-street parking bays in accordance with the RCodes. It is arguable that the number of vehicles generated by this development will not exceed that for some large residences.

### Public Consultation

As per the current practice of Planning Services the application was advertised to the owners and occupiers of seven [7] properties that share a common boundary with the subject land or were immediately opposite. One [1] written objection was subsequently received.

The grounds of objection were:

1. Transient or 'FIFO' tenants are typically less considerate of neighbours.
2. The potential of noise and; therefore, intimidation on the neighbours in the evenings brought about through a likely large number FIFO tenants drinking and socialising.
3. Insufficient parking provided.
4. Parked vehicles will have an adverse impact on the streetscape.

In the author's opinion the grounds presented by the objector are genuine and need to be addressed as far as practical. Whilst the first ground is not considered to have planning merit, the remaining three grounds can be addressed through enforcement of the management statement, current police powers and additional landscaping and other means of screening.

### **Options**

Council has the following options available:

1. To approve planning application P2088 to develop lot 119 [9] Brolga Meander Nickol for the purposes of a residential building and ancillary works.
2. To approve planning application P2088 to develop lot 119 [9] Brolga Meander Nickol for the purposes of a residential building and ancillary works subject to one or more of; a reduction in the maximum occupancy of the building, provision of additional off-street parking bays, further amendment(s) to the management statement, or the submission of amended plans.
3. To refuse planning application P2088 to develop lot 119 [9] Brolga Meander Nickol for the purposes of a residential building and ancillary works on grounds as specified by Councillors.

### **Policy Implications**

Policy number DP7 titled Residential Frontage is relevant to this matter.

### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

### **Financial Implications**

There are no financial implications resulting from this report.

### **Conclusion**

It is necessary when assessing development applications to, within reason, accept that applicants and developers will act lawfully and in accordance with the conditions of any approval granted. Should the residential building be operated in accordance with the management plan, then the amenity of the neighbourhood will not be adversely affected.

It must be stated; however, that there is a degree of conjecture within the Development Services Department that the parking arrangements can be effectively managed. Given the proposed residential building has been designed such that parking to the rear of the premises is not possible, the requirement to provide an additional embayment parking bay,

provide additional street trees to 'soften' the impact of parked vehicles and endorse a management plan are practical means to ensure the parking arrangements can work.

Whilst it is recognised that there is a need to adopt a local planning policy specific to residential buildings and share houses, the application to develop lot 119 [9] Brolga Meander should be supported, as it satisfies that assessment criteria presently in place and provides for desperately needed accommodation.

### **Voting Requirements**

Simple.

---

### **RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : 14790  
**MOVED** : Cr Rothe  
**SECONDED** : Cr Vertigan

**That Council –**

**Approve planning application P2088 lodged by Australian Bluewater Development Pty Ltd to construct a residential building and to undertake ancillary works on lot 119 [9] Brolga Meander, Nickol in accordance with the plans dated 25 June 2009 subject to the following conditions:**

- 1. Prior to the issue of a building licence four [4] copies of an amended site plan be submitted to Planning Services and endorsed by the Shire having further regard to the layout, design levels and construction specifications of an embayment parking bay generally in accordance with AS2890.1 with width not less than 2500mm.**
- 2. Prior to the issue of a building licence three [3] copies of an amended landscaping plan generally in accordance with sheet number LS dated 10 June 2009 must be submitted to Planning Services and endorsed by the Shire that has regard to the embayment parking bay and establishment of at least two [2] reticulated verge trees.**
- 3. The use of the premise for a residential building shall be subject to the management practices contained within the endorsed lot 119 Brolga Meander Management Policy dated 23 July 2009 (as amended). Any change to the endorsed Management Policy shall be subject to the prior written consent of the Shire.**
- 4. Prior to the issue of a building licence a notice under Section 70A of the *Transfer of Land Act 1893* (as amended) must be placed on the title, and transferred to any new title created thereafter, having regard to the following restrictions as specified by the endorsed lot 119 Brolga Meander Management Policy:**
  - (i) The maximum occupancy of the residential building being limited to ten [10] tenants (inclusive of the nominated property manager).**
  - (ii) No more than two [2] tenants per nominated bedroom (inclusive of the nominated property manager).**
  - (iii) No more than one [1] motor vehicle no exceeding 2 ton tare weight per tenant (inclusive of the nominated property manager).**

- (iv) No more than seven [7] tenant motor vehicles in total (excluding trailers).
- (v) All tenants (inclusive of the nominated property manager's) motor vehicles are to be parked wholly within the property boundaries or within the designated embayment parking bay.
- (vi) Boats, caravans, trailers and motorcycles shall be parked to the side or rear of the building so as to be screened from public view.
- (vii) The overnight occupation of the premise is limited to tenants only.
- (viii) The nominated property manager must reside within the premises.
- (ix) The use of the premises for the purposes of a residential building is restricted to the terms and management practices contained in the lot 119 Brolga Meander Management Policy (as amended) endorsed as part of planning consent P2088 on [date to be inserted].

A copy of the notice must be provided to Planning Services for its consent prior to being placed on the title, and a copy of the certificate of title provided to Planning Services upon the notice being registered by Landgate. All costs for the preparation and lodgement of the notice shall be borne by the applicant.

5. In accordance with the Shire of Roebourne's Development Performance Guarantee Policy DP-2 (attached) a bank guarantee or bond must be submitted to Planning Services prior to the issue of a building licence to ensure the satisfactory completion of the development. The development includes, but is not limited to, the construction of the embayment parking bay, vehicular crossovers and sealed parking areas, and the establishment of landscaping forward of the building line. The amount of the "Development Performance Guarantee" to be lodged shall be as follows:

**Bank Guarantee or Cash Bond – \$10,000.**

When the development has been completed to the satisfaction of Planning Services the "Performance Guarantee" shall be repaid.

**Note:** To assist Planning Services receipt your performance guarantee and not delay the issue of your Building Licence please ensure that either a covering letter accompanies payment by mail that states the purpose of payment (performance guarantee for planning approval), the planning approval reference number and the location of your development, or should you undertake an electronic funds transfer please ensure that 'Planning Application' and the planning approval number are provided in the description field.

6. During the course of constructing the works the applicant shall be responsible for all aspects of the works, including public safety and shall ensure adequate barricades, signage and other warning devices are in place at all times.

**Note:**All works within the road reserve shall be undertaken in accordance with the *Traffic Management for Works on Roads Code of Practice – Main Roads WA February 2007*.

7. Waste collection arrangements shall be to the satisfaction of the Shire and typically include a minimum of [2] wheelie bins or a supplementary collection service in addition to the standard single wheelie bin.

8. **The residential building shall not be occupied until the approved building and ancillary site development works as deemed necessary by the Planning Services have been completed to the satisfaction of the Planning Services.**
9. **Other standard conditions as deemed necessary by the Manager Planning Services.**

**LOST**

---

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

The motion was lost on the casting vote of the Shire President on the grounds that the proposed arrangements for traffic management was unsatisfactory.



## **8 CORPORATE SERVICES**

### **8.1 CORPORATE**

#### **8.1.1 Local Government Structural Reform Shire Of Roebourne Formalised Position**

<b>File No:</b>	<b>AL/3/2A</b>
<b>Attachment(s)</b>	<b>Consultants Report to be tabled at Briefing Session</b>
<b>Responsible Officer:</b>	<b>Ray McDermott Executive Manager Corporate Services</b>
<b>Author Name:</b>	<b>Ray McDermott Executive Manager Corporate Services</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

---

#### **REPORT PURPOSE**

To formalise the Council's position in regards to the Local Government Structural Reform.

#### **Background**

In February 2009, The Minister for Local Government, Hon John Castrilli announced his Local Government Reform Strategies. The Minister wanted each Local Government in the State to examine the option of amalgamating to achieve structural reform. Each Local Government had to go through a process of self assessment, discuss amalgamation with its neighbours, review its level of representation, determine an appropriate regional grouping, consult with the community and form a position to be advised to the Minister by 31 August 2009 which was extended to 30 September 2009.

In accordance with the directive from the Minister, the Shire has completed its self assessment checklist and submitted it to the Minister's Steering Committee for assessment. The Shire was assessed by the Local Government Reform Steering Committee. The Category 3 score indicates that the Shire should undertake: *significant structural reform including amalgamation and formalisation of regional groupings is required to ensure long term community and organisational benefit in order that the needs of the current and future generations are met.*

Following the Ministers directive the Local Government Reform Steering committee has developed the Structural Reform Guidelines to assist Local Governments in preparing their reform submissions.

The Guidelines indicate that the Council resolution is to read as follows:

1. Voluntary Amalgamation

That the Shire/Town/City of <insert name> resolves to advise the Minister of Local Government of its intention to amalgamate with the Shire(s)/Town(s)/Cities of <insert name> effective from <date>.

2. Number of Elected Members

That the Shire/Town/City of <insert name> resolves to advise the Minister for Local Government of its intention to reduce the total number of elected members to <insert number> effective from <date>.

3. Regional Grouping

That the Shire/Town/City of <insert name> resolves to advise the Minister for Local Government of their intention to work collaboratively within a regional grouping comprising the Local Governments of <insert names>.

### Issues

In response to the Steering Committees finding Council has engaged consultants 360 Connect to assist in preparing a robust response. Council has reviewed its initial response and assessed the short comings of its initial response which it believes in part has contributed to the Steering Committee's Category 3 assessment.

The scope of the consultants brief was to respond to the key areas identified by the Reform Steering Committee requiring improvement which were summarised by the committee as:

- no evidence provided of long term financial management planning to substantiate future viability;
- no demonstrated evidence provided of planning for assets and infrastructure; it is noted that the Shire advised that this is to be addressed through its membership of the Pilbara Regional Council;
- difficulties experienced with attracting staff;
- no demonstrable evidence provided of a staff attraction and retention policy and a strategic human resources approach to employee training and development to build organisational capacity;
- noted delays experienced and extensions requested for statutory reporting functions;
- limited demonstrable evidence of a corporate policy to attract employment and investment to the district;
- no demonstrable evidence provided of policies to address environmental or natural resource management ; and
- no demonstrable evidence provided to substantiate financial capacity to resource optimal service delivery.

The Shire of Roebourne continues to be actively engaged as a member of the Pilbara Regional Council. Local Government Reform has been a key discussion and decision point at regional forums as reflected in the following quotes from the Pilbara Regional Council's August 2009 Highlights report:

*The Pilbara Regional Council's Plan for the Future acknowledges the State Government's requirement for local government structural reform. The Pilbara's approach is not to seek amalgamations as this is unlikely to work because of the tyranny of distance issues; however, it is agreed that we should continue to review how we deliver services to see if any can be better delivered through some form of regional delivery model (PRC Highlights August 2009).*

The Shire of Roebourne has undertaken as recently as August 2006 a formal review of Community Representation and Ward structures which concluded that the Shire maintain its existing Ward structure and Representative levels at 11 Councillors including the Shire

President. Council intends to survey the Community in February 2010 as part of a continuing annual community survey process which will specifically seek feedback from the community to ensure that appropriate representation is maintained based on a balanced assessment of Community of Interest, Physical & topographic features, Demographic trends, Economic factors and ratio of Councillors to Electors

Based on information to date it is required that Council reinforce its final position as follows.

1. That Council resolve to adopt the Local Government Structural Reform Submission prepared by consultants 360 Connect as the Shire of Roebourne's response to the Local Government Reform Steering Committee.
2. That Council does not support amalgamating with the Town of Port Hedland, Shire of Ashburton or Shire of East Pilbara.
3. That the Shire wishes to retain its present community representation and ward structures based on 11 Elected Members including the Shire President. The Shire intends to consult with the Shire's communities in February 2010 and annually thereafter to ensure that appropriate representation based on a balanced assessment of Community of Interest, Physical & topographic features, Demographic trends, Economic factors and ratio of Councillors to Electors is maintained.
4. That the Shire of Roebourne resolves to advise the Minister of Local Government of their intention to continue to work collaboratively as an active member of The Pilbara Regional Council (PRC) consisting of the Shire's of Ashburton, Port Hedland, East Pilbara, and Roebourne.

#### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

#### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

#### **Financial Implications**

There are no financial implications resulting from this report.

#### **Conclusion**

That the Shire of Roebourne through its active engagement as a member of the Pilbara Regional Council continues to demonstrate its willingness to be engaged regionally to ensure long term community and organisational benefit in order that the needs of current and future generations are met.

#### **Voting Requirements**

Simple.

---

**RECOMMENDATION**

That Council resolve to:

1. **Adopt the Local Government Structural Reform Submission prepared by consultants 360 Connect as the Shire of Roebourne's response to the Local Government Reform Steering Committee.**
2. **That Council does not support amalgamating with the Town of Port Hedland, Shire of Ashburton or Shire of East Pilbara.**
3. **That the Shire wishes to retain its present community representation and ward structures based on 11 Elected Members including the Shire President. The Shire intends to consult with the Shire's communities in February 2010 and annually thereafter to ensure that appropriate representation based on a balanced assessment of Community of Interest, Physical & topographic features, Demographic trends, Economic factors and ratio of Councillors to Electors is maintained.**
4. **That the Shire of Roebourne resolves to advise the Minister of Local Government of their intention to continue to work collaboratively as an active member of The Pilbara Regional Council (PRC) consisting of the Shire's of Ashburton, Port Hedland, East Pilbara, and Roebourne.**

---

**ALTERNATIVE RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : 14791  
**MOVED** : Cr Cechner  
**SECONDED** : Cr Lockwood

**That Council resolve to:**

1. **Adopt the Local Government Structural Reform Submission prepared by consultants 360 Connect as the Shire of Roebourne’s response to the Local Government Reform Steering Committee, inclusive of all new Shire of Roebourne branding.**
2. **That Council does not support amalgamating with the Town of Port Hedland, Shire of Ashburton or Shire of East Pilbara.**
3. **That the Shire wishes to retain its present community representation and ward structures based on 11 Elected Members including the Shire President. The Shire intends to consult with the Shire’s communities in February 2010 and annually thereafter to ensure that appropriate representation based on a balanced assessment of Community of Interest, Physical & topographic features, Demographic trends, Economic factors and ratio of Councillors to Electors is maintained.**
4. **That the Shire of Roebourne resolves to advise the Minister of Local Government of their intention to continue to work collaboratively as an active member of The Pilbara Regional Council (PRC) consisting of the Shire’s of Ashburton, Port Hedland, East Pilbara, and Roebourne.**

**CARRIED**

---

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

### 8.1.2 Baynton West Release Of Land

<b>Separate Attachment(s)</b>	<b>Design Guidelines – Baynton West</b>
<b>Responsible Officer:</b>	<b>Ray McDermott Executive Manager Corporate Services</b>
<b>Author Name:</b>	<b>Ray McDermott Executive Manager Corporate Services</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

---

#### **REPORT PURPOSE**

To assess an opportunity that has arisen regarding availability to purchase lots in Stage 3B & 4 Baynton West Subdivision.

#### **Background**

Council has been contacted by Landcorp to assess its initial interest in purchasing potentially up to 7 Lots in the soon to be released Stage 3B & 4 Baynton West release.

Indicative Lot sizes are in the range of 500sqm to 600sqm. In the absence of formal pricing which is not yet available it is anticipated that pricing would likely fall in the \$185,000 to \$205,000 range.

Staff Housing inclusive of availability and condition has been identified by Council as a strategic priority.

#### **Issues**

No budget provision has been made within 2009/2010 Budget document for the purchase of land with the primary focus in the Budget document pertaining to Staff Housing being the Teesdale and Clarkson subdivisions and the improvement and maintenance of existing stock.

Any procurement would be required to be funded via Borrowings with Landcorp requiring a \$5,000 per Lot deposit with signed contract by 25<sup>th</sup> September 2009 with titles expected to be available by April 2010 and Settlement in May 2010.

Council via its commitment to delivering on key community infrastructure projects identified in the Karratha 2020 Plan such as the Learning and Leisure Centre, Baynton West Family Centre and Bulgarra Community Facility will require to undertake significant borrowings.

As such Council needs to be measured in additional commitments to borrowings until completion of the strategic and forward planning processes it is presently undertaking. The purchase of additional Staff Housing was not identified as a Strategic objective for the 2009/2010 financial year in the Draft Strategic Plan.

The commitment of purchasing Lots also contractually would commit the Shire to a far greater financial investment thru the construction of dwellings within a 30 month period.

#### **Options**

Council has the following options available:

1. Resolve not to purchase any Lots in Baynton West Stage 3B & 4 Land Release and advise Landcorp accordingly
2. Resolve to Purchase \_\_\_\_ number of Lots in Baynton West Stage 3B & 4 Land Release

### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

### **Legislative Implications**

Local Government Act 1995 Section 6.8. Expenditure from municipal fund not included in annual budget

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
  - (a) is incurred in a financial year before the adoption of the annual budget by the local government;
  - (b) is authorised in advance by resolution\*; or
  - (c) is authorised in advance by the mayor or president in an emergency.

*Absolute majority required.*

Local Government Act 1995 Section 6.20(2) Power to Borrow

- 2) Where, in any financial year, a local government proposes to exercise a power under subsection (1) (**power to borrow**) and details of that proposal have not been included in the annual budget for that financial year —
  - (a) unless the proposal is of a prescribed kind, the local government must give one month's local public notice of the proposal; and
  - (b) the resolution to exercise that power is to be by absolute majority.

### **Financial Implications**

The financial implication pending resolution to proceed to purchase are significant based on the Lot price and eventual construction within the Design Guidelines and standard 30 month period allowed for construction.

Based on the maximum indicative Lot price the purchase of land and Borrowing requirements would be \$1,435,000. The issue of construction would need to be handled separately by Tender.

A budget amendment resolved by Absolute Majority will be required for the purchase of the land and the associated funding from Borrowings.

Principal and interest repayments on the borrowings would commence in the 2010/2011 Financial Year.

The greatest financial implication of any Purchase of Lots is the commitment to construct dwellings within 30 Months of Settlement and the potential implications of funding future Community Infrastructure Projects.

### **Conclusion**

The opportunity to purchase land would allow flexibility to Council in continuing to improve and diversify its housing stock while enabling the Corporate Services Division in conjunction with Housing Reference Group to finalise a 5 year Housing Strategy. However

it is imperative that caution is exercised in any commitment to purchasing Lots and understanding of future needs and the impact on future borrowing capacity.

**Voting Requirements**

Absolute.

---

**RECOMMENDATION**

1. That Council resolve to purchase \_\_\_ of Lots in the Baynton West Stage 3B & 4 Land Release by Budget Amendment up to the value of \_\_\_\_\_.
2. That Council resolve to fund the Budget Amendment for the purchase of \_\_\_ Lots in Baynton West Stage 3B & 4 Land Release by Borrowing the total combined Lot values up to \_\_\_\_\_.
3. That Council delegate to the Acting Chief Executive Officer the selection of \_\_\_ Lots in Baynton West Stage 3B & 4 Land Release up to the value of \_\_\_\_\_.

---

**COUNCIL RESOLUTION**

**Res No** : 14792  
**MOVED** : Cr Lockwood  
**SECONDED** : Cr Lewis

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

**CARRIED**

---

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

---

**COUNCIL RESOLUTION**

**Res No** : 14793  
**MOVED** : Cr Vertigan  
**SECONDED** : Cr Lewis

**That Council reinstate Standing Orders.**

**CARRIED**

---

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



---

**ALTERNATIVE RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14794**  
**MOVED** : **Cr Hipworth**  
**SECONDED** : **Cr Cechner**

1. That Council resolve to express an interest in the purchase of one triplex block subject to satisfactory price and delegate the Acting Chief Executive Officer to negotiate with Landcorp and report back to Council at the next Ordinary Council Meeting in October 2009.
2. Commit \$5000 as a deposit on one triplex block.

**CARRIED**

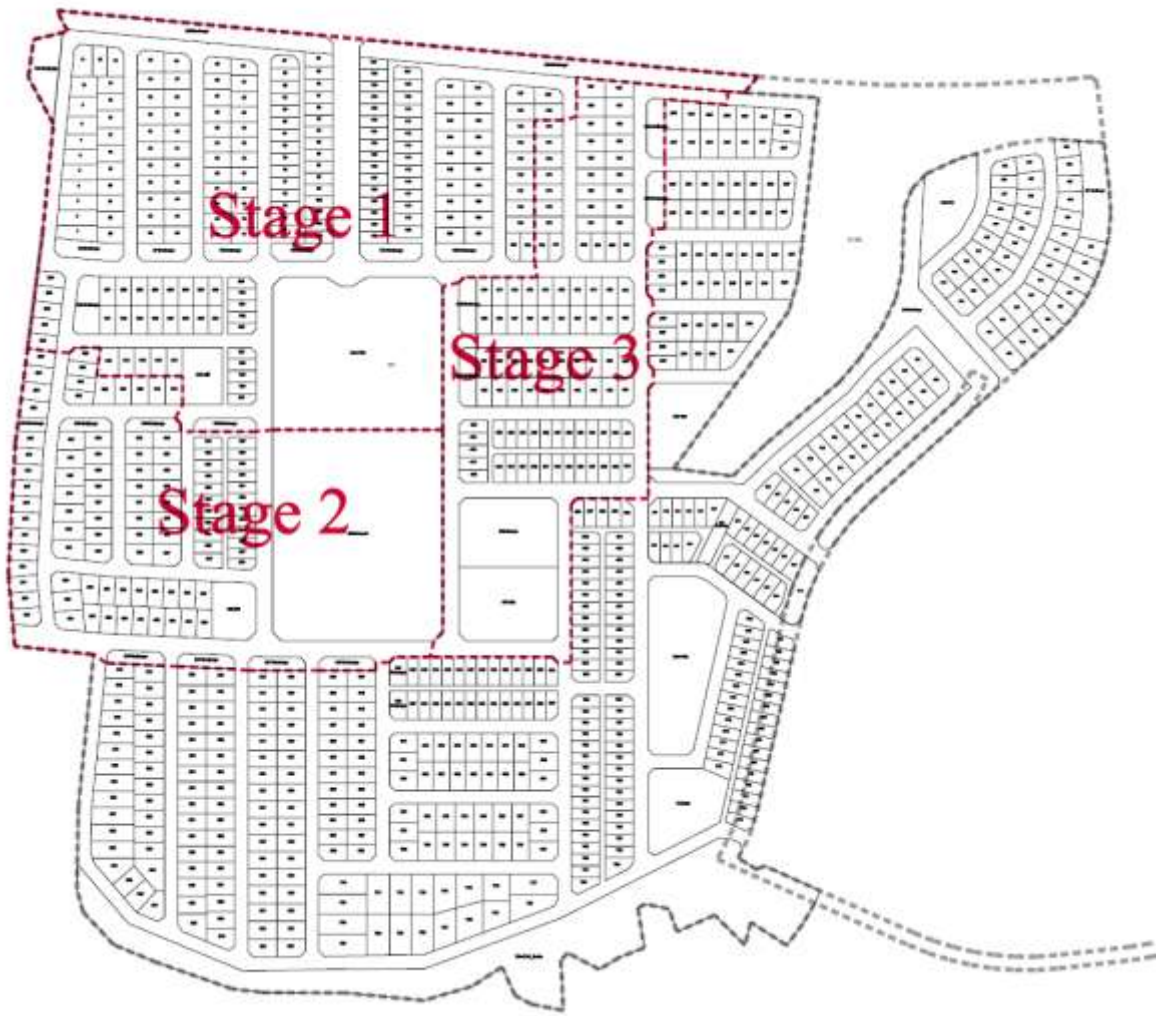
---

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

**Cr Rothe left Chambers at 7.44pm**  
**Cr Rothe returned to Chambers 7.45pm**

**Simon Kot left Chambers at 7.54pm**  
**Simon Kot returned to Chambers at 7.55pm**

**Chris Fox left Chambers at 7.56pm**  
**Chris Fox returned to Chambers at 7.57pm**



---

**COUNCIL RESOLUTION**

**Res No** : **14795**  
**MOVED** : **Cr Lockwood**  
**SECONDED** : **Cr Lally**

**Item 11.2.1 was bought forward to be dealt with by recommendation of Cr Vertigan.**  
**CARRIED**

---

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

**11.2.1 Outbuilding - Lot 79 Berkley Crescent, Dampier**

**File No:** TA/1/8, P2119  
**Attachment(s)** Location Plan, Applicants submission  
**Responsible Officer:** Joel Gajic  
Acting Executive Manager, Development Services  
**Author Name:** Paul Compe  
Planning Officer  
**Disclosure of Interest:** Nil

---

**REPORT PURPOSE**

To request Council's determination for a planning application (codes variation) for an outbuilding at Lot 79 Berkeley Crescent, Dampier.

**Background**

**Suburb:** Dampier  
**Applicant:** Shirley Bennett and Scott Bennett  
**Owner:** (as above)  
**Zoning:** Residential R20

Building licence application 2009/116 was lodged on 10 July 2009 and a subsequent codes variation form was lodged on 7 August 2009. The proposed outbuilding (detached garage) has an over height wall height of 4.0 metres and reduced side setback.

The applicant has stated that the over height outbuilding is required to store a boat, vehicles and other household materials. The following written submission was submitted to justify the code variation:

*"The height of the building will not interfere with (the) neighbour's house as they have carport on that side."*

and

*“(the proposal) will blend in with surrounds at present as we have (an established) driveway....and it will not look out of place.”*

Planning Services formally advertised to the adjoining neighbour to the west of the proposed outbuilding. No submissions were received.

## **Issues**

### Local Planning Policy DP 7 – Residential Frontage

The objectives of Local Planning Policy DP 7 ‘Residential Frontage’ that relate to this proposal are:

*“To protect the amenity of residential streetscapes.”*

and

*“To provide weather protection for boats, caravans and vehicles on residential properties.”*

The policy states:

*“Garages, carports, boatports, and non-habitable outbuildings shall have a maximum wall height of 2.7 metres and a total overall height of 4.5 metres. Where a wall height of greater than 3.6 metres is proposed, the application must be determined at an Ordinary Council Meeting.”*

The proposed wall height of 4.0 metres of the proposed outbuilding exceeds the 3.6 metre wall height specified under the policy and is therefore required to be determined by Council.

### Residential Design Codes of Western Australia

The required setback for the proposed outbuilding is 1.6 metres from the adjoining property (100 mm less than required). As the outbuilding does not comply with the acceptable development provisions of the R Codes it should; therefore, be measured against the performance criterion specified in the R Codes. The relevant performance criterion of Clause 6.10.1 Outbuildings that must be met stipulates:

*“Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties.”*

The proposed outbuilding is considered to be detrimental to streetscape amenity and be of excessive bulk for what is deemed suitable in a residential zone. The reduced side setback, although considered to be minor, does not assist in ameliorating the impact of the outbuilding on adjoining properties.

## **Options**

Council has the following options available:

1. To refuse the application for codes variation.
2. To approve the application for codes variation subject to standard planning conditions as determined by the Manager of Planning Services.

**Policy Implications**

Policy number DP 7 'Residential Frontage' is relevant to this matter.

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

There are no financial implications resulting from this report.

**Conclusion**

The proposed outbuilding will detract from the amenity of the streetscape and unreasonably affect the adjoining neighbour, due to the excessive bulk and height of the proposal. Therefore, it is recommended that Council refuse codes variation P2119 for the proposed outbuilding with a 4.0 metre wall height and reduced side setback at Lot 79, Berkeley Crescent, Dampier.

Alternatively, should Council determine that the proposed outbuilding is appropriate, it is recommended that it be approved subject to meeting standard planning conditions as determined by the Manager of Planning Services. In light of similar applications with wall heights in the order of 4.0 metres that Council has in recent times deemed appropriate, it is recommended that local planning policy DP 7 – Residential Frontage be revised such that permissible wall heights for garages, carports and outbuildings are increased, and the policy exhibited for public comment and forwarded to the Western Australian Planning Commission for adoption.

**Voting Requirements**

Simple.

---

**RECOMMENDATION**

**That Council –**

**Refuse application P2119 for codes variation for an outbuilding with 4.0 metre wall height and 100 mm reduced side setback at Lot 79 Berkeley Crescent, Dampier on the following grounds:**

- 1. The outbuilding will detract from the amenity of the streetscape.**
- 2. The proposed bulk of the outbuilding is deemed excessive in a residential zone.**

---

**ALTERNATIVE RECOMMENDATION/COUNCIL RESOLUTION**

**Res No : 14796**  
**MOVED : Cr Vertigan**  
**SECONDED : Cr Lockwood**

**That Council –**

**Approve the application for codes variation subject to standard planning conditions as determined by the Manager of Planning Services.**

**In light of similar applications with wall heights in the order of 4.0 metres that Council has in recent times deemed appropriate, it is recommended that local planning policy DP 7 – Residential Frontage be revised such that permissible wall heights for garages, carports and outbuildings are increased, and the policy exhibited for public comment and forwarded to the Western Australian Planning Commission for adoption.**

**CARRIED**

---

FOR : Cr Snell, Cr Rothe, Cr Cechner, Cr Hipworth, Cr Lally, Cr Lewis  
Cr Lockwood, Cr Vertigan, Cr White-Hartig, Cr Wieland

AGAINST : Nil

**DESIGN CODES/ LOCAL PLANNING POLICY VARIATION SUBMISSION**

Please state which Acceptable Development provision of the Design Codes or which Local Planning Policy you are seeking to vary and provide a written submission demonstrating how the Performance Criterion corresponding to each Acceptable Development provision, or Local Planning Policy for which a variation is being sought, has been met or is irrelevant or cannot be met. Those Performance Criteria most commonly varied are have been listed on page 4 to assist you in preparing your submission. Local Planning Policies can be viewed on the Shire's website [www.roeboorne.wa.gov.au](http://www.roeboorne.wa.gov.au) under the heading Services A-Z/ Policies (please attach your written justification to allow the variation if insufficient space has been allowed below).

DP7 Residential ~~6~~

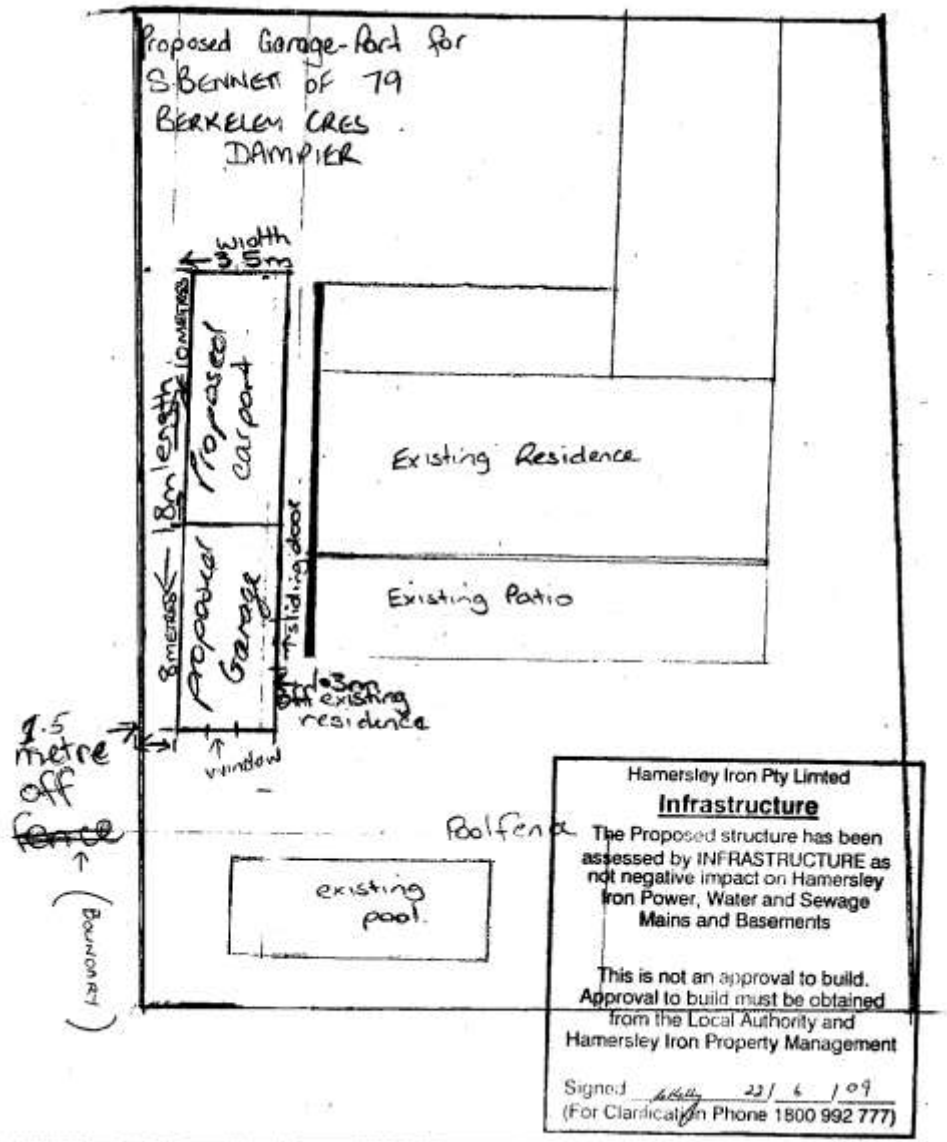
We wish to erect Garage-Carport with intentions of housing large boat and to use as storage, also for existing <sup>vehicles</sup> ~~vehicles~~ in cyclone season & normal weather. Height of building will not interfere with neighbours house as they have carport on that side, no windows on side garage so we don't interfere with their privacy. We have existing ~~6m~~ fencing & Grass. With garage of 8m at back with opening carport of 10metres to give airflow & to protect air-cond and reduce the impact of electricity use in summer time. Will blend in with surrounds at present as we have driveway done & landscaping so it will not look out of place. We hope this has answered all concerns in regards of our proposal for acceptance.

I, SHIRLEY & SCOTT BENNETT (please print) authorise the Shire of Roebourne to distribute plans and specifications lodged with Council for the purpose of seeking comment from adjoining owners to requested variations to the Design Codes or local planning policy.

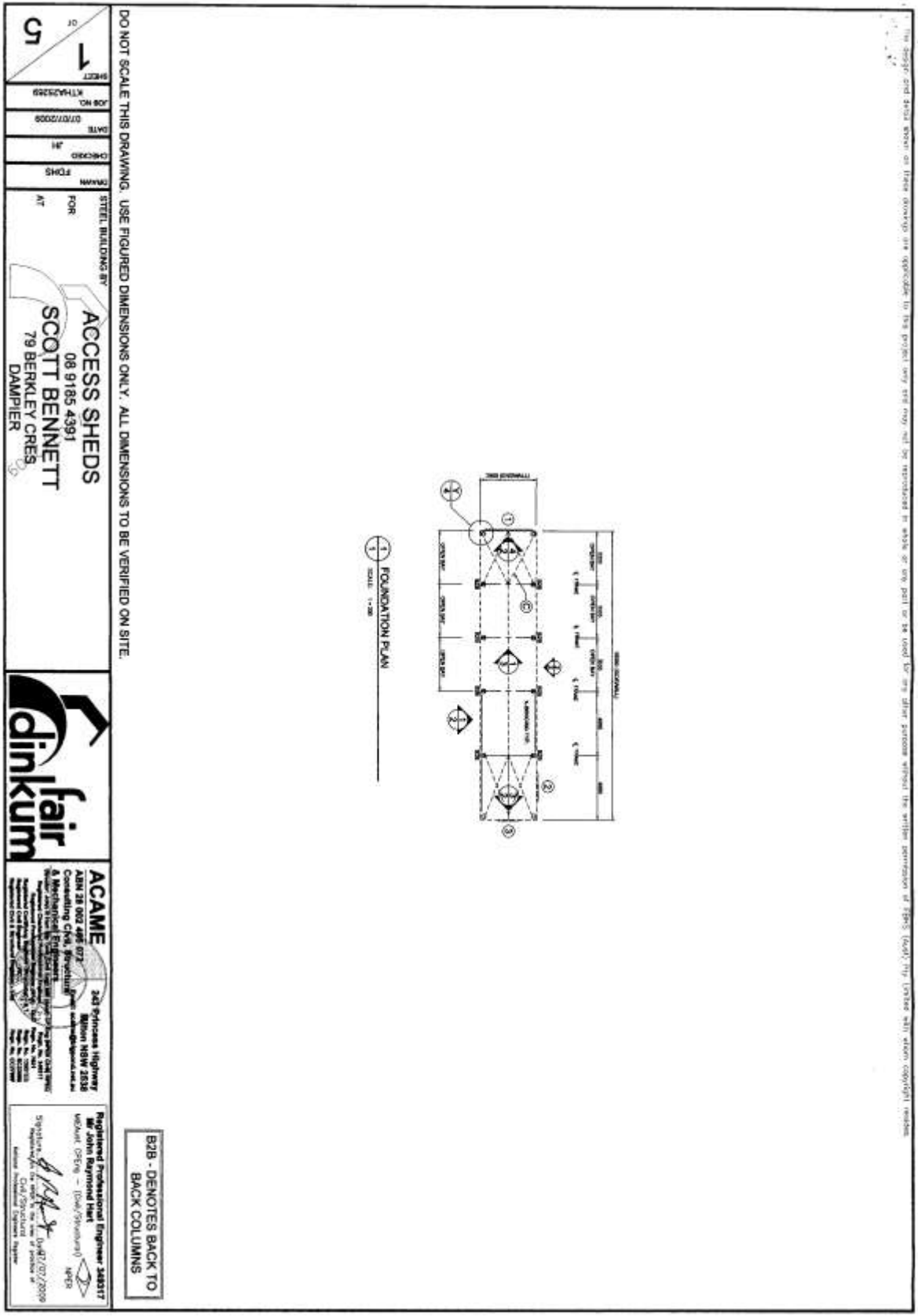
Date 06.08.09

Signature Shirley Bennett Scott Bennett owner(s)

**NOTE: This application will not be processed unless sufficient information is provided, including the written submission.**







(to be drawn and sized) shown on these drawings are applicable to the project and may not be considered a substitute or any part or be used for any other purpose without the written permission of Dinkum Fair Limited who retain copyright herein.

**1** SIDEWALL EXTERIOR ELEVATION  
SCALE: 1:20

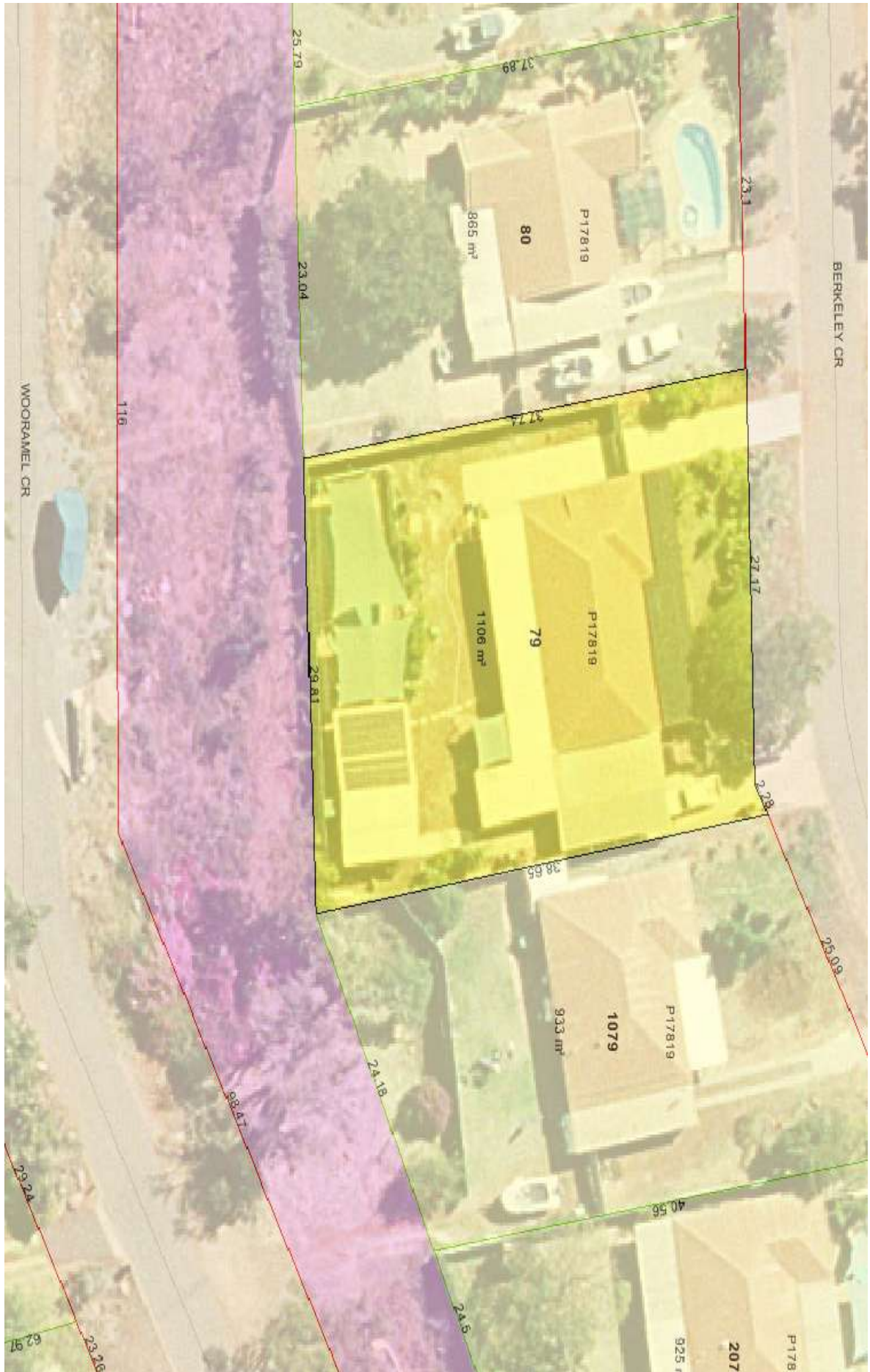
**2** SIDEWALL EXTERIOR ELEVATION  
SCALE: 1:20

**3** ENDWALL INTERIOR ELEVATION  
SCALE: 1:20

**4** ENDWALL INTERIOR ELEVATION  
SCALE: 1:20

NOTE: (to be drawn and sized) shown on these drawings are applicable to the project and may not be considered a substitute or any part or be used for any other purpose without the written permission of Dinkum Fair Limited who retain copyright herein.

<p>2 SHEET</p>	<p>DATE 07/07/2009</p>	<p>CHECKED JH</p>	<p>DESIGNED FDHS</p>	<p>FOR AT</p>	<p>PROJECT NO. KTHA25299</p>
<p>STEEL BUILDING BY</p>					
<p>CONTACT <b>ACCESS SHEDS</b> 08 9185 4391 <b>SCOTT BENNETT</b> 79 BERKLEY CRES DAMPPIER</p>					
<p><b>ACAME</b> 21A Princess Highway Milton NSW 2838 ASB 26 002 446 072 Consulting Civil, Structural &amp; Mechanical Engineers Specialising in the design and construction of industrial buildings, bridges, roads, dams, water supply systems, power stations, and other major infrastructure projects. www.acame.com.au</p>					
<p>Registered Professional Engineer 248317 ACAME Pty Ltd (Incorporated) NSW 39 Goulburn St, Sydney NSW 1585 Tel: 02 9247 7399 www.acame.com.au</p>					



---

**COUNCIL RESOLUTION**

**Res No** : **14797**  
**MOVED** : **Cr Rothe**  
**SECONDED** : **Cr Lockwood**

**That Council take a 5 minute break.**

**CARRIED**

---

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

**8.2 FINANCE**

**8.2.1 List of Accounts August 2009**

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

**REPORT PURPOSE**

To advise Council of payments made since the previous Ordinary Council Meeting.

**Background**

Council has given delegated authority that allows the Chief Executive Officer to approve payments from Council's bank accounts either via cheque or electronic lodgement.

**Issues** – None.

**Options** – None.

**Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

There are no financial implications resulting from this report.

**Conclusion** – None.

**Voting Requirements**

Simple.

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : 14798  
**MOVED** : Cr Lewis  
**SECONDED** : Cr Lockwood

**That Voucher numbers 71325 to 71486 and EP004088 to EP004234 inclusive, totalling \$3,872,904.81 submitted and checked with vouchers, be passed for payment.**

**CARRIED**

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

Date	Chq/EFT	Name	Description	Amount
07/08/2009	71272	Cancelled Cheque		-100.00
06/08/2009	EFT4088	Chamber of Commerce & Ind. WA	09/10 Annual Membership - Member	6,642.67
06/08/2009	EFT4089	Australian Taxation Office	Payroll deductions	121,013.48
06/08/2009	EFT4090	Child Support Agency	Payroll deductions	825.50
06/08/2009	EFT4091	A.R.B. General Services	Cleaning - Airport 16/07/09-01/08/09	11,718.00
07/08/2009	EFT4092	Laine, Bobbie	Reimburse - Gift purchase	501.00
10/08/2009	EFT4093	Aspen Parks Property Management	Payroll deductions	682.10
10/08/2009	EFT4094	The Cove Caravan Park	Payroll deductions	680.00
10/08/2009	EFT4095	Dept Of Housing & Works	Payroll deductions	250.00
10/08/2009	EFT4096	Dept Of Housing & Works	Payroll deductions	760.00
10/08/2009	EFT4097	Dept Of Housing & Works	Payroll deductions	514.60
10/08/2009	EFT4098	Fox, Chris	C54-09/10 Conf. Expenses	311.00
10/08/2009	EFT4099	Kot, Simon Andrew	C03-09/10 Conf. Expenses	172.20
10/08/2009	EFT4100	Lowther, Terrance	Payroll deductions	900.00
10/08/2009	EFT4101	Sharkey, Robert Brian	C17-09/10 Conf. Expenses	917.55
12/08/2009	EFT4102	Karratha First National Real Estate	4 x Leases - Sept'09	16,401.66
12/08/2009	EFT4103	Karratha City Real Estate	2 x Leases - Sept'09	8,690.47
12/08/2009	EFT4104	Pilbara Real Estate	2 x Leases - Sept'09	17,196.69
12/08/2009	EFT4105	Ray White Real Estate	5 x Leases - Sept'09	35,445.35
12/08/2009	EFT4106	LJ Hooker Karratha	1 x Lease - Sept'09	5,200.00
13/08/2009	EFT4107	LGIS Workcare	Workcover - 1st Instalment 09/10	154,401.50
13/08/2009	EFT4108	LGIS Liability	Liability Insurance - 09/10	95,447.00
13/08/2009	EFT4109	British American Tobacco Australia	Tobacco Stock - TTI	3,350.17
13/08/2009	EFT4110	Bull Bar Foods Pty Ltd	Kiosk Stock - TTI	417.60
13/08/2009	EFT4111	Corporate Express Australia Limited	Compactus-Local History ,Stationery	8,602.43
13/08/2009	EFT4112	C-Direct P/L Prepaid	Phone Cards - TTI	1,880.00
13/08/2009	EFT4113	Drake Australia Pty Ltd	Temporary Labour Hire - Depot, TTI	31,424.31
13/08/2009	EFT4114	Karratha Tavern	Liquor stock - TTI	22,080.39
13/08/2009	EFT4115	Les Mills Aerobics Australia	August'09 Monthly Bodyump Fee - KEC	408.22
13/08/2009	EFT4116	Philip Morris Limited	Kiosk Stock - TTI	429.64
13/08/2009	EFT4117	Pezzali, Bradley Alfred	Reimburse Broadband 18/04-17/07/09	95.00
13/08/2009	EFT4118	Parry's Merchants	Kiosk Stock - TTI	15,696.55
13/08/2009	EFT4119	Prime Health Group Limited	Pre Employment Medicals	992.00
13/08/2009	EFT4120	Shell Company Of Australia	Fuel Cards - 15/07/09-22/07/09	4,807.10
13/08/2009	EFT4121	Sealanes	Kiosk Stock - TTI, Cossack	781.86
13/08/2009	EFT4122	Travelworld Karratha	Staff Flights 09/08/09-12/08/09	3,111.00
13/08/2009	EFT4123	Protector Alsafe	Breathing Apparatus Training Course	8,923.88
13/08/2009	EFT4124	Centurion Transport Co Pty Ltd	Freight & Cartage	1,501.54
13/08/2009	EFT4125	Compass Group	Refund overpayment of Account	180.00
13/08/2009	EFT4126	Emeco International Pty Ltd	Dozer hire 1/5/09 - 31/5/09	22,880.00
13/08/2009	EFT4127	J G Graphix	Parking signs x 7 - Airport	632.50
13/08/2009	EFT4128	Karratha Auto Electrics	Vehicle repairs, replace batteries	2,022.03
13/08/2009	EFT4129	Loscam Limited	July'09 Pallet Hire - TTI	15.84
13/08/2009	EFT4130	Marketintel	50% Fees - Community Survey	21,615.00
13/08/2009	EFT4131	Broadcast Australia Pty Ltd	SBS Lease 1.07.2009-30.06.2010	275.00
13/08/2009	EFT4132	Pilbara Regional Council	Payment of March 2009 BAS Refund due	4,224.00
13/08/2009	EFT4133	DTF : Pilbara Development Com.	Reimburse unused PRDS 05/06 Grant	55,000.00
13/08/2009	EFT4134	Rowley, T.	Parks & Gardens Departmental Review	6,687.50
13/08/2009	EFT4135	State Emergency Service Karratha	Quarterly Payment- July/Sept 2009	5,500.00
14/08/2009	EFT4137	Karratha Tile Centre	Repair pavers - Admin. Building	335.50
14/08/2009	EFT4138	Swetman, Terry	Travel Assistance	923.07
<b>Date</b>	<b>Chq/EFT</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
14/08/2009	EFT4139	T-Quip	Mower Hire - July/August'09	6,250.00

19/08/2009	EFT4140	Western Australian Treasury Corp	Loan No. 98 - Airport Upgrade	637,645.46
26/08/2009	EFT4141	Western Australian Treasury Corp	Loan No. 94 - New Staff Housing	117,515.47
20/08/2009	EFT4142	The Cove Caravan Park	Payroll deductions	680.00
20/08/2009	EFT4143	Camplin, K	Conference Expenses	280.85
20/08/2009	EFT4144	Cancelled EFT		
20/08/2009	EFT4145	Dept Of Housing & Works	Payroll deductions	250.00
20/08/2009	EFT4146	Dept Of Housing & Works	Payroll deductions	760.00
20/08/2009	EFT4147	Dept Of Housing & Works	Payroll deductions	514.60
20/08/2009	EFT4148	Khongjaroen, Samorn	Travel Assistance	1,618.02
20/08/2009	EFT4149	Lee, Josephine	Conference Expenses	178.30
20/08/2009	EFT4150	Lowther, Terrance	Payroll deductions	900.00
20/08/2009	EFT4151	Mc Clure, Patrick	Conference Expenses	193.25
20/08/2009	EFT4152	Murphy, Sandra	Conference Expenses	178.30
20/08/2009	EFT4153	Sharland, Robert	Conference Expenses	430.85
21/08/2009	EFT4154	Chandler Macleod	Temporary Labour Hire - Depot, TTI	2,063.29
21/08/2009	EFT4155	Davey, Craig Charles	Travel Assistance	1,497.62
21/08/2009	EFT4156	Davidson, Sophie	Transfer films to DVD - Cossack Art	208.70
21/08/2009	EFT4157	Goulias, James	Reimburse Airfares	501.70
21/08/2009	EFT4158	Khongjaroen, Samorn	Travel Assistance	240.00
21/08/2009	EFT4159	Laine, Bobbie	Conference Expenses	172.20
21/08/2009	EFT4160	Roebourne Tourist Association Inc.	Books for Kiosk - Cossack	1,390.14
21/08/2009	EFT4161	Business Improvements Ltd	Stage 3B & 4 Functional Review	12,482.87
21/08/2009	EFT4162	Mobile Masters	Radio/Transceiver - KAC	682.00
21/08/2009	EFT4163	The Roo Group	Refund - Chevron Community Grant	1,825.58
21/08/2009	EFT4164	Syba Signs Pty Ltd	Shelf, dividers & stand - Roe. Library	363.00
21/08/2009	EFT4165	Welcome Lotteries House	Hire conference room 22/07/09	145.00
24/08/2009	EFT4166	Healthy Building Systems	Mould Remediation - KEC	39,853.00
25/08/2009	EFT4167	Allied Pickfords	Relocation Expenses	16,638.44
25/08/2009	EFT4168	Baker's Temptation	Kiosk Stock - TTI	2,325.15
25/08/2009	EFT4169	British American Tobacco Australia	Tobacco Stock - TTI	2,995.61
25/08/2009	EFT4170	Transpacific Cleanaway	Skip Bins - Millars Well Oval	545.05
25/08/2009	EFT4171	Forpark Australia	4x 1700mm Galv. Chain - Park upgrade	171.60
25/08/2009	EFT4172	Westralia Airports Corporation	ASIC Printing	200.00
25/08/2009	EFT4173	Harvey World Travel	Staff Flights	3,156.67
25/08/2009	EFT4174	Karratha Florist	July'09 – TTI Flower Arrangements	380.00
25/08/2009	EFT4175	Karratha Visitors Centre	Shire Funding - August 09	47,896.30
25/08/2009	EFT4176	Karratha Caravan Park	Accommodation - Visitors	950.00
25/08/2009	EFT4177	Kimberley Structural	Floor plan amendments-Staff housing	863.50
25/08/2009	EFT4178	Karratha Dampier Taxi Service	Taxi Service - July'08 Holiday Program	1,100.00
25/08/2009	EFT4179	Leisure Institute Of WA Aquatics	LIWA Conference Registration	780.00
25/08/2009	EFT4180	Mc Clure, Patrick	Conference Expenses	1,664.63
25/08/2009	EFT4181	New Wave Caterers	Catering for Airport Runway Upgrade	811.60
25/08/2009	EFT4182	Philip Morris Limited	Tobacco Stock - TTI	1,002.93
25/08/2009	EFT4183	Prime Health Group Limited	Pre Employment Medicals	198.00
25/08/2009	EFT4184	Pilbara Holiday Park	Accommodation - Visitors	1,250.00
25/08/2009	EFT4185	Roebourne Tourist Association Inc.	Budget Allocation - July/Aug'09	32,070.12
25/08/2009	EFT4186	The Royal Life Saving Society	Signage and stock - KAC	2,399.30
25/08/2009	EFT4187	Travelworld Karratha	Staff flights	2,720.00
25/08/2009	EFT4188	Taaz Painting Service	Repaint eaves&facias - 20A Shadwick	2,475.00
25/08/2009	EFT4189	Bunzl Ltd	Hand Towels - Depot	728.37
25/08/2009	EFT4190	Wickham Service Station	Diesel fuel - July'09	553.09
25/08/2009	EFT4191	E & MJ Rosher Pty Ltd	Parts & supplies - Depot	1,124.85

<b>Date</b>	<b>Chq/EFT</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
25/08/2009	EFT4192	Fortesque Bus Service Pty Ltd	Bus service - July'09 Holiday Program	5,014.60
25/08/2009	EFT4193	Morrison's Public Address & Audio	1 x CD Player - KEC	517.00
25/08/2009	EFT4194	Orica Australia Pty Ltd	920kg drum - Chlorine Gas	6,374.03
26/08/2009	EFT4195	Australian Taxation Office	Payroll deductions	117,747.73
26/08/2009	EFT4196	Child Support Agency	Payroll deductions	825.50
26/08/2009	EFT4197	Shire Of Roebourne Social Club	Payroll deductions	1,020.00
26/08/2009	EFT4198	Pilbara Regional Council	Refund GST paid to Shire in error	4,575.00
26/08/2009	EFT4199	Whyte, G.	Reimburse relocation expenses	3,543.64
26/08/2009	EFT4200	CW & JD Marchesi - FSO Electrical	Callout SBS Transmission Repairs	646.00
28/08/2009	EFT4201	Carpet Hotline	Install tiles & carpet : 7B Leonard Way	7,296.50
28/08/2009	EFT4202	Chefmaster Australia	Bin liners - Depot	335.55
28/08/2009	EFT4203	Corporate Express Australia Limited	Stationery supplies	3,083.98
28/08/2009	EFT4204	Commander Australia Limited	Service Assurance 21/08/09-20/09/09	155.80
28/08/2009	EFT4205	Dampier Plumbing And Gas	Repairs - Airport, Pavilions, Staff Housing	4,906.00
28/08/2009	EFT4206	Davis, Troy	Conference Expenses	380.65
28/08/2009	EFT4207	Geraldton Building Services	Repairs - Staff Housing, Admin. Office	16,776.44
28/08/2009	EFT4208	Itvision	Professional Services - Staff training	9,080.65
28/08/2009	EFT4209	Karratha Newsagency	Newspapers & Mags TTI – Aug'09	5,194.13
28/08/2009	EFT4210	Karratha International Hotel	Function for Karratha Airport Runway	2,609.00
28/08/2009	EFT4211	Karratha Earthmoving & Sand	80.15T Fine Sand	2,777.20
28/08/2009	EFT4212	Midalia Steel	Flat Bar & Pipe - Depot	132.38
28/08/2009	EFT4213	WALGA (Marketforce)	Registration - WALGA convention -	5,845.79
28/08/2009	EFT4214	TJM Pilbara/North West 4WD	Parts & supplies - Depot	1,451.00
28/08/2009	EFT4215	Poolmart Karratha	20Litres Hydrochloric Acid	80.40
28/08/2009	EFT4216	Pilbara Plant Hire	Dry hire - small digger	150.00
28/08/2009	EFT4217	Hotel Ibis Perth	Accommodation - Staff	127.00
28/08/2009	EFT4218	Water 2 Water	Monthly service water filter - KEC	53.50
28/08/2009	EFT4219	Parry's Merchants	Kiosk Stock - TTI	9,949.65
28/08/2009	EFT4220	Perth Irrigation Centre	Irrigation supplies - P& G	493.55
28/08/2009	EFT4221	Shell Company Of Australia	Fuel Cards -1/08/09 - 22/08/09	12,094.82
28/08/2009	EFT4222	Sealanes	Kiosk Stock - Cossack	1,474.72
28/08/2009	EFT4223	TNT Express	ACC# 90105462 WK 30 FREIGHT	961.22
28/08/2009	EFT4224	Truck Centre (WA)Pty.Ltd	Freight & Cartage	7,432.93
28/08/2009	EFT4225	Landmark Operations Limited	Envirodye blue dye - Depot	530.86
28/08/2009	EFT4226	Whelans	Bulgarra Sub Division Progress Claim #7	2,310.00
28/08/2009	EFT4227	Atkins Carlyle Ltd	Rubber Gloves & supplies - Depot	1,611.16
28/08/2009	EFT4228	A Noble & Son Ltd	3mm Wire Rope - Depot	55.00
28/08/2009	EFT4229	Protector Alsafe	Staff Uniforms	1,918.74
28/08/2009	EFT4230	Abco Products	Toilet Tissue - Depot	1,769.33
28/08/2009	EFT4231	Attend Pty Ltd	Litterpickers - P & G	608.96
28/08/2009	EFT4232	Aceam Pty. Ltd.	Asset Management Consultancy services	7,528.50
28/08/2009	EFT4233	Avisure Pty Ltd	Audit,survey & training- Wildlife : Airport	10,879.00
31/08/2009	EFT4234	Roebourne Art Group	Sale of Artworks Cossack Art Awards	9,678.75
06/08/2009	71325	Centro Properties Ltd	Venue hire - Annual Community Survey	477.00
06/08/2009	71326	North West Realty	15 Gecko Circle - Pet Bond	100.00
07/08/2009	71327	Australian Super	Superannuation contributions	249.94
07/08/2009	71328	Colonial First State Firstchoice	Superannuation contributions	274.98
07/08/2009	71329	C-Bus	Superannuation contributions	905.87
07/08/2009	71331	WA Local Govt Superannuation	Superannuation contributions	234,204.08
07/08/2009	71332	Australian Services Union	Payroll deductions	340.20
07/08/2009	71333	Amp Life Limited	Superannuation contributions	3,505.35
07/08/2009	71334	Axa Australia	Superannuation contributions	683.91
07/08/2009	71335	Catholic Super & Retirement Fund	Superannuation contributions	366.38
07/08/2009	71336	H.E.S.T. Australia Ltd	Superannuation contributions	936.88



Date	Chq/EFT	Name	Description	Amount
07/08/2009	71337	Health Super	Superannuation contributions	428.40
07/08/2009	71338	ING Life Ltd	Superannuation contributions	129.34
07/08/2009	71339	LG Super	Superannuation contributions	1,090.35
07/08/2009	71340	LGRCEU	Payroll deductions	82.00
07/08/2009	71341	MTAA Superannuation Fund	Superannuation contributions	2,231.42
07/08/2009	71342	MLC Nominees	Superannuation contributions	71.06
07/08/2009	71343	Rest Superannuation	Superannuation contributions	2,836.71
07/08/2009	71344	Superwrap Personal Super Plan	Superannuation contributions	547.02
07/08/2009	71345	Sunsuper Pty Ltd	Superannuation contributions	126.96
07/08/2009	71346	Westscheme	Superannuation contributions	2,507.64
10/08/2009	71347	Shire Of Roebourne	Payroll deductions	4,605.90
10/08/2009	71348	Shire Of Roebourne	Petty Cash Recoup We. 07/08/09	1,319.55
12/08/2009	71349	Shire Of Roebourne	ATM Replenishment - Airport	74,000.00
12/08/2009	71350	North West Realty	3 x Leases - Sept'09	17,420.40
13/08/2009	71351	Austral Mercantile Collections	Commission charges on recovery actions	679.04
13/08/2009	71352	Juluwarlu Aboriginal Corporation	Gifts for Judges - Cossack Art Awards	70.00
13/08/2009	71353	Pilbara Iron Company Pty Ltd	Water 04/05/09-09/07/09 38 Nelly Way	21.42
13/08/2009	71354	Coca-cola Amatil (Holdings) Ltd	Kiosk Stock - TTI	11,658.56
13/08/2009	71355	Comfort Inn And Suites Karratha	Accommodation - Visitor	3,600.00
13/08/2009	71356	Lo-go Appointments	Temporary Staff - Building Manager	9,166.66
13/08/2009	71357	Dept Of Planning&infra-Plates	SOR Plates - 2426R	135.00
14/08/2009	71358	Australia Post	Postage - July'09	1,269.88
14/08/2009	71359	B.C.I.T.F.	Feb/March/April'09 Levy Collected	462,110.22
14/08/2009	71360	ESS NYFL Pty Ltd	Refund overpayment of account	540.00
14/08/2009	71361	Hathaway's Lubricants	Morplex & renault - Depot	748.08
14/08/2009	71362	Karratha Senior High School	Sponsorship - Yr.12 Presentation Evening	200.00
14/08/2009	71363	Karratha BMX Club	2009 Sports Funding Grant	750.00
14/08/2009	71364	Lions Club Of Karratha & Dampier	Annual Community Sponsorship 08/09	6,000.00
14/08/2009	71365	Maphaka, Suelbo	Performance Fee	100.00
14/08/2009	71366	Telstra	Charges - ISDN, Mobiles, Megalink	5,290.68
14/08/2009	71367	Horizon Power	Charges - KEC, Admin, KAC, Street lights	37,528.17
14/08/2009	71368	Water Corporation	Charges - Airport, Roe.Oval, Parks	60,213.90
14/08/2009	71369	Australian Red Cross	Rubbish collection donations	6,510.00
14/08/2009	71372	Inland Storm Football Club	Refund bond - Bulgarra Kiosk	100.00
14/08/2009	71373	C2030 Event Co-ordinator	Community 2030 Summit Conference	495.00
14/08/2009	71374	Mac Kenzie, A	Refund overpayment building licence	68.18
14/08/2009	71375	Nickol Bay Hockey Assoc.	Refund bond - Tambrey Oval	200.00
14/08/2009	71376	Raiders Basketball Club	Refund bond - KEC Main Hall	100.00
14/08/2009	71377	Harris, P & J	Rates refund overpayment A20836 69	645.95
14/08/2009	71378	Builders Registration Board of WA	Feb/March/April'09 Levy Collected	6,532.50
20/08/2009	71379	Shire Of Roebourne	Payroll deductions	4,913.26
21/08/2009	71380	Depart.of Racing, Gaming & Liquor	Application Duty Manager - TTI	75.00
21/08/2009	71381	Telstra	Charges - Megalink	1,222.47
21/08/2009	71382	Horizon Power	Charges - Housing	733.66
21/08/2009	71383	Balch, R & T	Refund Plan printing fee	30.00
21/08/2009	71384	Broadhurst & Bott Architects	Refund - Building licence application	1,890.00
21/08/2009	71385	Fenn, F	Reimburse Pre employment medical	145.00
21/08/2009	71386	Global Marine & Engineering	Removal & disposal of whale carcass	12,190.20
21/08/2009	71387	Gilmartin, L	Refund Plan printing fee	30.00
21/08/2009	71388	Kettlewell, S	Refund Plan printing fee	30.00
21/08/2009	71389	Lester Blades Pty Ltd	Recruitment/selection CEO position	8,492.00
21/08/2009	71390	Depart. of The Premier And Cabinet	Advertising - Basis of Rates	107.55
21/08/2009	71391	St Vincent De Paul Society	Annual Community Sponsorship 08/09	4,363.93
21/08/2009	71392	Universal Chinese Restaurant	Refund overpayment of account	111.38

Date	Chq/EFT	Name	Description	Amount
21/08/2009	71393	WA Rangers Association	Ranger's conference 2009	900.00
21/08/2009	71394	Waste Management Association	Registration for conference	835.00
25/08/2009	71395	Shire Of Roebourne	ATM Replenishment - Airport	74,000.00
25/08/2009	71396	Alpha First Aid Supplies Pty Ltd	First Aid supplies	1,434.43
25/08/2009	71397	Avis Australia	Vehicle hire - Staff	268.57
25/08/2009	71398	Awesome Plumbing & Gas Pty Ltd	Refund overpayment of account	200.87
25/08/2009	71399	Garry Bailey	Councillor Mileage Dec 08-May 09	1,400.56
25/08/2009	71400	Hart Sport	Sports Equipment - KEC	196.60
25/08/2009	71401	Keynote Conferences	Waste & Recycle 2009 Conference	4,240.00
25/08/2009	71402	Lions Club Of Karratha & Dampier	Refund bonds - Fenacle 2009	1,700.00
25/08/2009	71403	Lil's Retravision Karratha	DVD Player & Microwave - Transit House	513.00
25/08/2009	71404	Karratha Furniture & Bedding	Transit House - 6drw, Chest	444.00
25/08/2009	71405	M Joyce Crane Hire	Hire 80T Crane - Lift Whale carcass	2,338.05
25/08/2009	71406	Norwest Sand & Gravel Pty Ltd	Transport Whale-Pt.Samson to 7 Mile Tip	3,318.17
25/08/2009	71407	Phillro Industries Pty Ltd	Parts & supplies - Depot	447.53
25/08/2009	71408	Pilbara Patios	Fence Capping - P & G	330.00
25/08/2009	71409	Rydges - Perth	Accommodation - Councillors & Staff	7,672.00
25/08/2009	71410	Roy Gripske & Sons Pty Ltd	Parts & supplies - Depot	482.68
25/08/2009	71411	3 Hutchison Telecommunications	SES -SMS Service - 26.07.09-25.08.09	187.00
25/08/2009	71412	Thrifty Car Rental	Vehicle Hire - Visitor	131.15
25/08/2009	71413	Airport Lighting Specialists Pty Ltd	Lamps - Airport lighting	680.24
25/08/2009	71414	BP Roebourne	Diesel fuel - July'09	389.92
25/08/2009	71415	Coca-cola Amatil (Holdings) Ltd	Kiosk Stock - TTI	4,442.06
25/08/2009	71416	Grace Removals Group	Furniture from storage-Transit House	691.63
25/08/2009	71417	Hertz Australia Pty Limited	Vehicle hire - Cossack Art Awards	178.74
25/08/2009	71418	Lo-go Appointments	Temporary Staff - Building Manager	1,829.52
28/08/2009	71420	Avis Australia	Vehicle Hire - Staff & Visitors	3,020.44
28/08/2009	71421	B.C.I.T.F.	May & June 2009 Levy collected	12,131.81
28/08/2009	71422	Harvey Norman	Digital Camera - Develop.Services	206.90
28/08/2009	71423	Karratha Alternative Carriers	Transport chlorine drums	247.50
28/08/2009	71424	M Joyce Crane Hire	Dry Hire 20Ton Crane	1,258.95
28/08/2009	71425	Telstra	Charges - ISDN, Cossack	6,302.27
28/08/2009	71426	Horizon Power	Charges - KEC, Parks, Oval, Libraries	23,163.85
28/08/2009	71428	Water Corporation	Charges-Parks,Trickle Irrig.Pt.Samson	34,877.65
31/08/2009	71429	Bristow, Richard	Sale of Artwork Cossack Art Awards 2009	652.50
31/08/2009	71430	Darby, Wendy	Sale of Artwork Cossack Art Awards 2009	3,625.00
31/08/2009	71431	Franke, Lyn	Sale of Artwork Cossack Art Awards 2009	1,812.50
31/08/2009	71432	Simon Hubert	Sale of Artwork Cossack Art Awards 2009	2,320.00
31/08/2009	71433	Jerrold, Maudie	Sale of Artwork Cossack Art Awards 2009	3,262.50
31/08/2009	71434	Betty McLean	Sale of Artwork Cossack Art Awards 2009	710.50
31/08/2009	71435	Mitchell, Margaret	Sale of Artwork Cossack Art Awards 2009	130.50
31/08/2009	71436	Riley, Peta	Sale of Artwork Cossack Art Awards 2009	870.00
31/08/2009	71437	Silvester, Julie	Sale of Artwork Cossack Art Awards 2009	1,808.87
31/08/2009	71438	Sandy, Janice	Sale of Artwork Cossack Art Awards 2009	870.00
31/08/2009	71439	Sandy, Emily	Sale of Artwork Cossack Art Awards 2009	740.95
31/08/2009	71440	Sandy, Dawn	Sale of Artwork Cossack Art Awards 2009	740.95
31/08/2009	71441	Willis, Justina	Sale of Artwork Cossack Art Awards 2009	2,537.50
31/08/2009	71442	Allen, Michelle	Sale of Artwork Cossack Art Awards 2009	870.00
31/08/2009	71443	Ansell, Jill Elizabeth	Sale of Artwork Cossack Art Awards 2009	1,740.00
31/08/2009	71444	Ariston, Alex	Sale of Artwork Cossack Art Awards 2009	1,885.00
31/08/2009	71445	Blasgund, Coral	Sale of Artwork Cossack Art Awards 2009	253.75
31/08/2009	71446	Bray, Jeanette	Sale of Artwork Cossack Art Awards 2009	1,087.50
31/08/2009	71447	Byrne, Doreen	Sale of Artwork Cossack Art Awards 2009	580.00
31/08/2009	71448	Clements. Avis	Sale of Artwork Cossack Art Awards 2009	833.75

<b>Date</b>	<b>Chq/EFT</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
31/08/2009	71449	Cochrane, Laurie	Sale of Artwork Cossack Art Awards 2009	1,392.72
31/08/2009	71450	Currie, Suzanne	Sale of Artwork Cossack Art Awards 2009	398.75
31/08/2009	71451	Chadwick, Laurel	Refund purchase of artwork # 12	4,500.00
31/08/2009	71452	Dael, Robyn	Refund purchase of artwork # 65	1,305.00
31/08/2009	71453	Dickinson, Ian	Sale of Artwork Cossack Art Awards 2009	1,189.00
31/08/2009	71454	Doyle, John	Sale of Artwork Cossack Art Awards 2009	326.25
31/08/2009	71455	Ernhardt, Ida	Sale of Artwork Cossack Art Awards 2009	1,522.50
31/08/2009	71456	Ernhardt, Ida	Sale of Artwork Cossack Art Awards 2009	609.00
31/08/2009	71457	Gibson, Margaret	Sale of Artwork Cossack Art Awards 2009	870.00
31/08/2009	71458	Harman, David	Sale of Artwork Cossack Art Awards 2009	1,015.00
31/08/2009	71459	Henderson, Andrea	Sale of Artwork Cossack Art Awards 2009	1,087.50
31/08/2009	71460	Imgrund, Dorothy Marilyn	Sale of Artwork Cossack Art Awards 2009	326.25
31/08/2009	71461	Jordon, Sally	Sale of Artwork Cossack Art Awards 2009	634.37
31/08/2009	71462	Jones, Hilde	Sale of Artwork Cossack Art Awards 2009	290.00
31/08/2009	71463	Lowe, Felicia	Sale of Artwork Cossack Art Awards 2009	797.50
31/08/2009	71464	Lindsay, Malcolm	Sale of Artwork Cossack Art Awards 2009	1,631.25
31/08/2009	71465	Lynch, Danielle	Sale of Artwork Cossack Art Awards 2009	358.87
31/08/2009	71466	Lynch, Debbie	Sale of Artwork Cossack Art Awards 2009	569.12
31/08/2009	71467	McLennan, Kylie	Sale of Artwork Cossack Art Awards 2009	580.00
31/08/2009	71468	Marinovich, Caroline	Sale of Artwork Cossack Art Awards 2009	638.00
31/08/2009	71469	Miller, Morton Ira	Sale of Artwork Cossack Art Awards 2009	398.75
31/08/2009	71470	Midalia, Lindy	Sale of Artwork Cossack Art Awards 2009	616.25
31/08/2009	71471	Mitchell, Jane	Sale of Artwork Cossack Art Awards 2009	290.00
31/08/2009	71472	Moir, Peter	Sale of Artwork Cossack Art Awards 2009	1,740.00
31/08/2009	71473	Morphett, Carol Rae	Sale of Artwork Cossack Art Awards 2009	870.00
31/08/2009	71474	Muller, Anne	Sale of Artwork Cossack Art Awards 2009	398.75
31/08/2009	71475	Mc Alpine, Melissa	Sale of Artwork Cossack Art Awards 2009	362.50
31/08/2009	71476	McNab, Elizabeth	Sale of Artwork Cossack Art Awards 2009	471.25
31/08/2009	71477	Napier, Veronica	Sale of Artwork Cossack Art Awards 2009	290.00
31/08/2009	71478	Ogilvie, Pamela	Sale of Artwork Cossack Art Awards 2009	145.00
31/08/2009	71479	Olabe, Leonilo	Sale of Artwork Cossack Art Awards 2009	217.50
31/08/2009	71480	Phillips, Charm	Sale of Artwork Cossack Art Awards 2009	380.62
31/08/2009	71481	Rogerson, Stephanie	Sale of Artwork Cossack Art Awards 2009	362.50
31/08/2009	71482	Stafford Studios of fine Art	Sale of Artwork Cossack Art Awards 2009	2,030.00
31/08/2009	71483	Steel, Valerie	Sale of Artwork Cossack Art Awards 2009	870.00
31/08/2009	71484	Suitor, Noel James	Sale of Artwork Cossack Art Awards 2009	362.50
31/08/2009	71485	Sandy, Madeline	Sale of Artwork Cossack Art Awards 2009	416.87
31/08/2009	71486	Whitemore, Jenny	Sale of Artwork Cossack Art Awards 2009	345.10
				<u>3,174,090.53</u>
05/08/2009	D/D	Shire of Roebourne	Payroll W/e 5/08/09	352,107.12
05/08/2009	D/D	Shire of Roebourne	Payroll W/e 5/08/09	3,577.03
19/08/2009	D/D	Shire of Roebourne	Payroll W/e 19/08/09	343,130.13
				<u><u>3,872,904.81</u></u>

**8.2.2 Financial Statement For Period Ending 31 July 2009**

<b>File No:</b>	<b>SEP 09</b>
<b>Responsible Officer:</b>	<b>Lynette Reeves Manager Financial Services</b>
<b>Author Name:</b>	<b>Vicki Clarke Expenditure Accountant</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

---

**REPORT PURPOSE**

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

**Background**

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

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

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

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

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

As a consequence, the financial reports for the month ending July 2009 are presented to Council. Note that the 2008/09 accounts have not yet been finalised.

**Issues**

As this is the first report for the new 2009/2010 financial year detailed explanations of variances have not been included.

**Options**

None

**Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

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

**Financial Implications**

There are no financial implications resulting from this report.

**Conclusion**

None

**Voting Requirements**

Simple.

---

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14799**  
**MOVED** : **Cr Vertigan**  
**SECONDED** : **Cr Lally**

**That the Financial reports for the period ending 31 July 2009 be received.**

**CARRIED**

---

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

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

	Original Budget	Amended Budget	Year to Date Amended Budget	Year To Date Actual	Material Variance >=10%	\$10,000 or more
	\$	\$	\$	\$	%	\$
<b>Rate Setting Statement</b>						
<b>Operating</b>						
<b>Revenues (Sources)</b>						
General Purpose Funding (excluding Rates)	5,309,174	5,309,174	233,486	117,672	-49.60%	115,814
Governance	122,549	122,549	1,747	1,534.90	-12.14%	-
Law, Order And Public Safety	186,862	186,862	2,655	8,799	231.40%	-
Health	45,166	45,166	4,847	4,960	-	-
Education and Welfare	1,088,849	1,088,849	4,909	5,908	20.36%	-
Housing	2,032,719	2,032,719	1,553,057	1,577,914	-	-24,857
Community Amenities	6,129,415	6,129,415	396,325	460,652	16.23%	-64,327
Recreation And Culture	4,930,912	4,930,912	212,599	40,613	-80.90%	171,986
Transport	17,433,254	17,433,254	1,288,472	535,553	-58.44%	752,919
Economic Services	2,089,430	2,089,430	81,147	203,825	151.18%	-122,678
Other Property And Services	97,381	97,381	3,000	248	-91.74%	-
	39,465,711	39,465,711	3,782,244	2,957,679	-21.80%	824,564
<b>Expenses (Applications)</b>						
General Purpose Funding	(456,541)	(456,541)	(36,634)	(370)	-98.99%	-36,264
Governance	(2,077,967)	(2,077,967)	(575,075)	(640,648)	11.40%	65,573
Law, Order And Public Safety	(1,339,206)	(1,339,206)	(202,152)	(21,879)	-89.18%	-180,273
Health	(1,118,373)	(1,118,373)	(134,153)	(38,198)	-71.53%	-95,955
Education and Welfare	(320,859)	(320,859)	(118,536)	(12,753)	-89.24%	-105,783
Housing	(713,893)	(713,893)	(215,301)	(200,251)	-	-15,050
Community Amenities	(6,776,815)	(6,776,815)	(913,352)	(285,401)	-68.75%	-627,951
Recreation And Culture	(13,059,034)	(13,059,034)	(2,299,978)	(465,603)	-79.76%	-1,834,375
Transport	(14,144,581)	(14,144,581)	(5,796,851)	(78,060)	-98.65%	-5,718,791
Economic Services	(1,180,276)	(1,180,276)	(126,612)	(21,454)	-83.06%	-105,158
Other Property And Services	570,748	570,748	(311,403)	157,048	-150.43%	-468,451
	(40,616,797)	(40,616,797)	(10,730,047)	(1,607,570)	-85.02%	-9,122,477
<b>Capital</b>						
<b>Revenue</b>						
Proceeds From Disposal Of Assets	2,395,100	2,395,100	0	0	-	-
Tsf From Aerodrome Reserve	3,614,325	3,614,325	0	0	-	-
Tsf From Airconditioning Reserve	117,833	117,833	0	0	-	-
Tsf From Walkington Theatre Res	160,259	160,259	0	0	-	-
Tsf From Plant Replacement Reserve	0	0	0	0	-	-
Tsf From Dampier Drainage Reserve	1,506,500	1,506,500	0	0	-	-
Tsf From Infrastructure Reserve	0	0	0	0	-	-
Tsf From Waste Management Res	4,358,050	4,358,050	0	0	-	-
Tsf From Housing Reserve	2,637,008	2,637,008	0	0	-	-
Tsf From Parks, Ovals & Rec Facilities	5,647,446	5,647,446	0	0	-	-
Tsf From Information Technology Res	0	0	0	0	-	-
New Loans Raised	0	0	0	0	-	-
Repayments Of Self Supporting Loans	11,206	11,206	1,521	5,186	240.96%	-
Repayments Of Interest Free Loans To Local Groups	135,536	135,536	628	(3,063)	-587.80%	-
	20,692,536	20,692,536	2,149	2,123	-	-

## Shire Of Roebourne

### Statement Of Financial Activity (con't)

for the period 1 July 2009 to 31 July 2009

#### Expenses

Purchase Of Assets - Land	0	0	0	0	-	-
Purchase of Assets - Artwork	(10,000)	(10,000)	0	0	-	-
Purchase Of Assets - Buildings	(14,669,920)	(14,669,920)	(106,500)	(31,125)	-70.77%	-75,375
Purchase Of Assets - Equipment	(437,950)	(437,950)	(5,417)	0	100.00%	-
Purchase Of Assets - Furniture & Equip	(593,150)	(593,150)	(45,450)	(77)	-99.83%	-45,373
Purchase Of Assets - Plant	(5,626,500)	(5,626,500)	0	0	-	-
Purchase Of Assets - Infrastructure	(14,902,014)	(14,902,014)	(876,365)	(152,160)	-82.64%	-724,205
Loan Principal Repayments	(1,728,120)	(1,728,120)	(1,521)	(1,491)	-	-
Tsf To Aerodrome Reserve	(576,230)	(576,230)	0	0	-	-
Tsf To Airconditioning Reserve	(5,303)	(5,303)	0	0	-	-
Tsf To Dampier Drainage Reserve	(1,435)	(1,435)	0	0	-	-
Tsf To Plant Replacement Reserve	(880,816)	(880,816)	0	0	-	-
Tsf To Walkington Theatre Reserve	(185)	(185)	0	0	-	-
Tsf To Workers Compensation Reserve	(257,117)	(257,117)	0	0	-	-
Tsf To Infrastructure Reserve	(4,357,488)	(4,357,488)	0	0	-	-
Tsf To Waste Management Reserve	(364,679)	(364,679)	0	0	-	-
Tsf To Housing Reserve	(254,135)	(254,135)	0	0	-	-
Tsf To Parks, Ovals & Rec Facilities	(302)	(302)	0	0	-	-
Tsf To Aged Persons Home Reserve	(13,321)	(13,321)	0	0	-	-
Tsf To Information Technology	0	0	0	0	-	-
Tsf To Junior Sport Reserve	(2,686)	(2,686)	0	0	-	-
Tsf To Public Open Space Reserve	(23,819)	(23,819)	0	0	-	-
Tsf To Mosquito Control Reserve	(572)	(572)	0	0	-	-
Tsf To History & Cultural Publications Reserve	(2,131)	(2,131)	0	0	-	-
Tsf To Medical Services Assistance Package Reserve	(10,319)	(10,319)	0	0	-	-
Interest Free Loan Principal	(222,000)	(222,000)	0	0	-	-
Income Set Aside As Restricted Funds	(741,000)	(741,000)	0	0	-	-
	(45,681,192)	(45,681,192)	(1,035,253)	(184,854)	-82.14%	-850,399
<b>Adjustment For Non Cash Items</b>						
Depreciation	6,648,955	6,648,955	554,080	0		
Amounts Set Aside To Provisions	392,491	392,491	32,708	0		
Accrued Loan Interest	(22,127)	(22,127)	(1,844)	0		
(Profit) / Loss On Disposal Of Assets	(293,106)	(293,106)	(24,426)	0		
	6,726,213	6,726,213	560,518	0		
<b>Surplus Brought Forward 1 July</b>	3,473,372	3,473,372	3,473,372	3,473,372		
<b>Amount Raised From Rates</b>	16,090,709	16,090,709	0	0	-	-
<b>Surplus / (Deficit)</b>	<b>150,552</b>	<b>150,552</b>	<b>(3,947,018)</b>	4,640,750		

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

As this is the first report for the new 2009/2010 financial year detailed explanations of variances have not been included.

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

**Note 1. Net Current Assets**

	Note	Year To Date Actual \$	Brought Forward 1 July \$
<b>Current Assets</b>			
Cash and Cash Equivalents - Unrestricted	1	12,447,467	1,468,311
Cash and Cash Equivalents - Restricted	2	35,775,927	58,454,080
Trade and Other Receivables	3	14,952,261	6,470,144
Inventories		457,551	436,897
Total Current Assets		63,633,205	66,829,432
<b>Current Liabilities</b>			
Trade and Other Payables		781,529	4,832,650
Bank Overdraft		0	0
Short Term Borrowings		(1,491)	1,650,770
Short Term Provisions		1,465,568	1,962,457
Total Current Liabilities		2,245,606	8,445,877
<b>Net Current Assets</b>		61,387,600	58,383,555
<b>Plus (Minus) Items To Be Excluded</b>			
Take Out Reserve Funds		(35,498,758)	(58,217,637)
Take Out Restricted Cash - LSL Cash Backed		(330,967)	(329,199)
Add Back Non Cash Provisions		1,465,568	1,962,457
Take Out Restricted Cash - Roebourne Pool		(23,024)	
Add Back Debtors Transferred to Deferred		0	11,441
Add Back Current Borrowings		(1,491)	1,650,770
Take Out Non Current Receivables		8,402	11,985
<b>Net Current Asset Position</b>		27,007,329	3,473,372

Note Explanation:

1) Includes amounts received for:	
- unspent loan monies	6,556,383
- Contributions to Hillcrest Footpaths	159,679
- Contributions to Tambrey Footpaths	174,364
- PDC Art Consultancy	50,000
- PDC Hydrology Grant	40,000
- Contributions towards Doctors Housing	858,000
- Waterways contribution to St Luke's Oval	45,455
	7,883,881



***Shire Of Roebourne***  
**Statement Of Financial Activity (con't)**  
**for the period ending 31 July 2009**

2) Reserves and Long Service Leave Cash Backed

3) Includes amounts invoiced for:

Balances as at 10 September 2009

- Avis Australia	300,730	300,775	
- BGC Contracting	81,054	48,841	
- Bristow Helicopters	40,089	18,597	
- Carr Civil Contracting	132,836	103,508	
- Downer EDI	57,453	24,628	
- G & S Transport	38,455	0	
- Halliburton Australia Pty Ltd	123,756	0	
- Hertz Australia Pty Ltd	174,989	174,835	
- Karratha Flying Services	30,986	2,903	current
- Leighton Contractors	69,793	15,871	
- Lyons & Peirce	189,100	64,249	
- Main Roads	58,080	539,166	current
- Pilbara Development Commission	73,150	0	
- Pilbara Iron	43,895	16,029	
- Skywest Airlines	42,697	77,385	current
- Thrifty Car Rentals	223,349	0	
- Tox Free (Karratha) Pty Ltd	100,668	95,583	current
Total Sundry Debtors Outstanding	4,491,317		

**Shire Of Roebourne**  
**Balance Sheet**  
**for the period ending 31 July 2009**

<b>Note 2: Balance Sheet</b>	<b>2009/10</b>
	<b>\$</b>
<b>Current Assets</b>	
Cash On Hand	95,290.00
Cash and Cash Equivalents - Unrestricted	22,424,428.33
Cash and Cash Equivalents - Restricted	35,775,926.86
Trade and Other Receivables	4,880,009.35
Inventories	457,550.88
<b>Total Current Assets</b>	<u>63,633,205.42</u>
<b>Non Current Assets</b>	
Trade and Other Receivables	122,284.93
Property, Plant And Equipment	126,187,346.23
<b>Total Non Current Assets</b>	<u>126,309,631.16</u>
<b>Total Assets</b>	<u>189,942,836.58</u>
<b>Current Liabilities</b>	
Bank Overdrafts	0.00
Trade and Other Payables	781,529.21
Short Term Borrowings	-1,491.26
Short Term Provisions	1,465,567.62
<b>Total Current Liabilities</b>	<u>2,245,605.57</u>
<b>Non Current Liabilities</b>	
Long Term Borrowings	19,916,647.61
Long Term Provisions	149,952.14
<b>Total Non Current Liabilities</b>	<u>20,066,599.75</u>
<b>Total Liabilities</b>	<u>22,312,205.32</u>
<b>Net Assets</b>	<u><u>167,630,631.26</u></u>
<b>Equity</b>	
Accumulated Surplus	120,450,863.68
Asset Revaluation Reserve	11,681,009.67
Reserves	35,498,757.91
<b>Total Equity</b>	<u><u>167,630,631.26</u></u>

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

**Note 3: Cash and Cash Equivalents**

	\$	Rate
<b>Municipal Fund Bank</b>		
Cash On Hand	95,290.00	
Westpac on call	1,228,527.78	
Westpac - Maxi Direct	14,200,000.00	3.05%
Long Service Leave (term deposit)	329,198.81	3.70%
Term deposits	916,909.87	3.80%
	1,559,085.56	3.60%
	1,559,085.56	3.60%
	20,300,000	3.00%
	<u>40,188,097.58</u>	
<b>Reserves Fund Bank</b>		
Westpac on call	132,279.77	
	7,047,334.30	3.70%
	644,878.01	3.70%
	5,188,329.18	3.60%
	5,065,743.81	3.75%
	837,411.00	3.70%
	<u>18,915,976.07</u>	
<b>Trust Fund Bank</b>		
Westpac on call		
Term deposits (bonds)	491,207.10	
	<u>647,129.16</u>	
	<u>1,138,336.26</u>	
<b>Total Cash</b>	<u><u>60,242,409.91</u></u>	

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

**Note 4**

	2009/2010 Budget	2009/2010 Amended	2009/2010 Actual To Date
	\$	\$	\$

Note: Material Variance is Year to Date Amended Budget to Year to Date Actual ( => 10% or => \$10,000)

**CORPORATE SERVICES**

Net (Cost) Revenue to Council for Rates	15,887,604	15,887,604	(27,733)
Net (Cost) Revenue to Council for General Revenue	(1,578,423)	(1,578,423)	31,861
Net (Cost) Revenue to Council for Corporate Services	(737,929)	(737,929)	(491,195)
Net (Cost) Revenue to Council for Information Services	(394,919)	(394,919)	(15,861)
Net (Cost) Revenue to Council for Television & Radio Services	(60,475)	(60,475)	(1,034)
Net (Cost) Revenue to Council for Members of Council	(443,612)	(443,612)	(15,857)
Net (Cost) Revenue to Council for Emergency Services	0	0	(8,836)
Net (Cost) Revenue to Council for Cossack Infrastructure Project	(720,792)	(720,792)	0

**COMMUNITY SERVICES**

Net (Cost) Revenue to Council for Cossack Art Awards	(19,480)	(19,480)	(9,605)
Net (Cost) Revenue to Council for Tourism/Visitors Centres	(511,732)	(511,732)	(40,978)
Net (Cost) Revenue to Council for Aged Persons Housing	(56,333)	(56,333)	(7,206)
Net (Cost) Revenue to Council for Youth Development	(59,319)	(59,319)	(11,050)
Net (Cost) Revenue to Council for Other Culture	(139,769)	(139,769)	(12,856)
Net (Cost) Revenue to Council for Community Development	(736,838)	(736,838)	(68,748)
Net (Cost) Revenue to Council for Walkington Theatre	(197,876)	(197,876)	(16,281)
Net (Cost) Revenue to Council for Community Sponsorship	(289,959)	(289,959)	(38,212)
Net (Cost) Revenue to Council for Daycare Centres	864,497	864,497	(33,398)
Net (Cost) Revenue to Council for Child Health Clinics	(170,613)	(170,613)	(9,533)
Net (Cost) Revenue to Council for Karratha Entertainment Centre	(1,368,793)	(1,368,793)	(199,490)
Net (Cost) Revenue to Council for Karratha Aquatic Centre	(904,158)	(904,158)	(100,059)
Net (Cost) Revenue to Council for Roebourne Aquatic Centre	(357,231)	(357,231)	(39,021)
Net (Cost) Revenue to Council for Libraries	(1,138,203)	(1,138,203)	(96,781)
Net (Cost) Revenue to Council for Cossack Operations	(347,536)	(347,536)	(46,167)
Net (Cost) Revenue to Council for Ovals & Hardcourts	(1,007,582)	(1,007,582)	(134,862)
Net (Cost) Revenue to Council for Karratha Bowling & Golf	(337,552)	(337,552)	(29,111)
Net (Cost) Revenue to Council for Pavilions & Halls	61,615	61,615	(63,279)
Net (Cost) Revenue to Council for Recreation Projects	(1,357,472)	(1,357,472)	(114,093)
Net (Cost) Revenue to Council for Playgrounds	(33,334)	(33,334)	(2,778)
Net (Cost) Revenue to Council for Medical Services	0	0	(7,295)
Net (Cost) Revenue to Council for Other Buildings	(208,259)	(208,259)	(4,293)
Net (Cost) Revenue to Council for Karratha Youth Centre	0	0	0
Net (Cost) Revenue to Council for Leisure & Learning Precinct	0	0	0
Net (Cost) Revenue to Council for Ranger Services	(1,205,959)	(1,205,959)	(101,669)
Net (Cost) Revenue to Council for Camping Grounds	15,590	15,590	15,300

## Shire Of Roebourne

### Statement Of Financial Activity (con't)

#### by Divisions by Activities

for the period ending 31 July 2009

	2009/2010 Budget	2009/2010 Amended	2009/2010 Actual To Date
	\$	\$	\$
<b>DEVELOPMENT SERVICES</b>			
Net (Cost) Revenue to Council for Building Control	1,488,860	1,488,860	13,522
Net (Cost) Revenue to Council for Health Services	(698,640)	(698,640)	(62,891)
Net (Cost) Revenue to Council for Town Planning	(655,305)	(655,305)	(39,682)
<b>TECHNICAL SERVICES</b>			
Net (Cost) Revenue to Council for Staff Housing	1,011,829	1,011,829	1,497,080
Net (Cost) Revenue to Council for Waste Collection	(1,256,552)	(1,256,552)	(137,052)
Net (Cost) Revenue to Council for Landfill Operations	1,256,552	1,256,552	43,252
Net (Cost) Revenue to Council for Public Services Overheads	0	0	(15,534)
Net (Cost) Revenue to Council for Waste Overheads	0	0	(23,681)
Net (Cost) Revenue to Council for Depots	(428,884)	(428,884)	(24,186)
Net (Cost) Revenue to Council for Vehicles & Plant	(143,400)	(143,400)	29,774
Net (Cost) Revenue to Council for Roads & Streets	(3,096,098)	(3,096,098)	(307,674)
Net (Cost) Revenue to Council for Parks & Gardens	(2,482,718)	(2,482,718)	(134,617)
Net (Cost) Revenue to Council for Drainage	(760,749)	(760,749)	(64,228)
Net (Cost) Revenue to Council for Footpaths & Bike Paths	(1,168,150)	(1,168,150)	(298,716)
Net (Cost) Revenue to Council for Effluent Re-Use Scheme	(487,150)	(487,150)	(49,167)
Net (Cost) Revenue to Council for Cemeteries	(107,390)	(107,390)	(9,258)
Net (Cost) Revenue to Council for Public Toilets	(278,899)	(278,899)	(96,779)
Net (Cost) Revenue to Council for Beaches, Boat Ramps, Jetties	(492,228)	(492,228)	(526,139)
Net (Cost) Revenue to Council for Roebourne Enhancement Scheme	0	0	0
Net (Cost) Revenue to Council for Town Beautification	(1,453,383)	(1,453,383)	(127,113)
Net (Cost) Revenue to Council for Private Works & Reinstatements	2,500	2,500	(1,667)
Net (Cost) Revenue to Council for Works Overheads	0	0	(129,406)
Net (Cost) Revenue to Council for Parks & Gardens Overheads	0	0	(16,462)
Net (Cost) Revenue to Council for Karratha Airport	3,674,069	3,674,069	683,455
Net (Cost) Revenue to Council for Tien Tsin Inne	561,180	561,180	43,006
Net (Cost) Revenue to Council for Other Airports	(92,072)	(92,072)	(1,025)
Net (Cost) Revenue to Council for Tech Services	(161,350)	(161,350)	5,834
Net (Cost) Revenue to Council for Tech Services Overheads	0	0	0

## **8.3 HUMAN RESOURCES**

### **8.3.1 Christmas Shutdown 2009**

**Responsible Officer:** Rob Sharland  
Manager Human Resources

**Author Name:** Rob Sharland  
Manager Human Resources

**Disclosure of Interest:** Nil

---

#### **REPORT PURPOSE**

To present Council with a proposal to close the Shire of Roebourne offices, libraries and depots for general business in the Christmas 2009 period.

Essential services such as rubbish collection and tip, pool, skeleton gardening staff and ranger services are exempt.

#### **Background**

For the past 9 years there has been a one week shutdown from the weekend prior to Christmas to the weekend after Christmas to give the majority of staff an opportunity of an extended break over the Christmas period which is traditionally not a busy time in this area.

#### **Issues**

Last year staff had from COB on the 24<sup>th</sup> December 2008 until the 2<sup>nd</sup> January 2009 (inclusive) as the Christmas shutdown. This gave staff effectively a 2 week break to recharge batteries.

As new years day falls on a Friday it is proposed that council offices and libraries be closed from COB Thursday 24<sup>th</sup> December reopening at 8 am on 4<sup>th</sup> January 2010.

Staff not required for essential services will be required to take 4 days annual leave (or time in lieu or leave without pay as appropriate). The four days along with three public holidays give staff an 11 day break covering two weekends. Essential services staff will be required to work as usual during this period.

#### **Options**

Council has the following options available:

1. That Council offices and libraries are closed from COB Thursday 24<sup>th</sup> December 2009 until Monday 4<sup>th</sup> January 2010 at usual business operating times. Staff take 4 days of annual leave or time in lieu or leave without pay as appropriate in the Christmas week to give an eleven day break including two weekends.

Or

2. Those council offices remain open for business other than on public holidays.

**Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

There are no financial implications resulting from this report.

**Conclusion**

Council offices and libraries have been shut for the week that Christmas falls for the past 9 years, with minimal negative feedback from the community as such staff should be rewarded for commitment to the community and given a break at that time.

**Voting Requirements**

Simple.

---

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14800**  
**MOVED** : **Cr Hipworth**  
**SECONDED** : **Cr Lewis**

**That the Council Offices and Libraries are closed from COB Thursday 24<sup>th</sup> December 2009 until Monday 4<sup>th</sup> January 2010. Staff take four days of annual leave or time in lieu or leave without pay as appropriate in the Christmas week to give an eleven day break across two weekends.**

**CARRIED**

---

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

## **9 COMMUNITY SERVICES**

### **9.1 COMMUNITY SERVICES**

**Cr Hipworth declared an interest in this item, but as it is not a pecuniary interest was allowed to participate in the vote.**

#### **9.1.1 Karratha And Roebourne Visitor Centres Annual Funding Contributions**

**Attachment(s)**                      **Karratha Visitor Centre and Roebourne Visitor Centre Memorandum of Understanding for Annual Funding Contributions for 2008/2009 to 2010/2011**

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

**Author Name:**                      **Simon Kot  
Executive Manager Community Services**

**Disclosure of Interest:**          **Nil**

---

#### **REPORT PURPOSE**

To endorse the Memorandum of Understanding with the Karratha Visitor Centre Inc and the Roebourne Visitor Centre Inc for Annual Funding contributions from the Shire of Roebourne for the period 2008/2009 to 2010/2011.

#### **Background**

Council has historically provided an annual budget allocation to support the operations of both the Roebourne and Karratha Visitor Centres.

In 2008, the Pilbara Regional Council prepared a Regional Tourism Plan. A key issue identified in the plan was the lack of financial performance agreements to support Visitors Centres and their role in visitor servicing and marketing. As a consequence it is questionable what level of service could be afforded should local government support not be afforded.

In considering this issue the Shire of Roebourne entered in to discussions with both the Roebourne and Karratha Visitor Centres with a view of establishing a broad agreement that would enable both Visitor Centres to improve service delivery whilst establishing a series of key performance indicators that would demonstrate each Centres performance and progress towards improved management and ultimately serving to visitors and residents alike.

The attached Memorandum of Understandings with the Karratha Visitor Centre Inc and the Roebourne Visitor Centre Inc is for Annual Funding contributions from the Shire of Roebourne for the period 2008/2009 to 2010/2011. The Shire has confirmed its financial commitment to the agreement by including its financial contribution to both Centres in accordance with the MOU's.



In 2009/2010 the Shire of Roebourne will contribute \$277,022 to the Karratha Visitor Centre and \$179,301 to the Roebourne Visitor Centre operations. These figures were based on the 2008/09 contribution plus 2.5% CPI increase as per the MOU. During an internal review it was discovered that the budget figure for Karratha Visitor Centre was entered as \$312,431 and not \$277,022 therefore the budget needs to be amended by \$35,409.

### **Issues**

The Memorandum of Understanding outlines a significant investment in visitor servicing and tourism marketing in the Shire.

Throughout 2008/2009, whilst the Shire and both Visitor Centres were negotiating the agreements, each has met or are working towards the obligations outlined in each MOU.

The primary purpose to the establishment of the agreement is to provide a commitment from the Shire during a 3 year period whilst also setting out the Shires expectations of the partnership to each Centre plans, performance and reporting. The Memorandum of Understanding for each Visitor Centre has now been endorsed by each organisation and presented to Council for endorsement.

### **Options**

Council has the following options available:

Endorse the Karratha Visitor Centre Inc Memorandum of Understanding for Annual Funding Contributions for 2008/2009 to 2010/2011 and authorise the Shire President to execute the document

Endorse the Roebourne Visitor Centre Inc Memorandum of Understanding for Annual Funding Contributions for 2008/2009 to 2010/2011 and authorise the Shire President to execute the document

Or

Endorse the Memorandum of Understanding with each Visitor Centre as amended

Or

Resolve not to enter in the Memorandum of Understanding with one or either Visitor Centre and consider an annual budget allocation for each Centre as part of the Council Budget process.

### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

The Memorandum of Understanding sets out the expectations of Council to fund each Visitor Centres operations for the 2010/2011 financial year subject to adherence to the various conditions contained in each agreement.

A budget amendment is also required on account 13022010 Contribution to Karratha Visitor Centre. The original budget figure of \$312,431 needs to be amended to \$277,022.

**Conclusion**

Nil

**Voting Requirements**

Simple.

---

**RECOMMENDATION**

**Endorse the Karratha Visitor Centre Inc Memorandum of Understanding for Annual Funding Contributions for 2008/2009 to 2010/2011 and authorise the Shire President to execute the document**

**Endorse the Roebourne Visitor Centre Inc Memorandum of Understanding for Annual Funding Contributions for 2008/2009 to 2010/2011 and authorise the Shire President to execute the document**

**Ammend the budget on a/c 13022010 Contribution to Karratha Visitor Centre from \$312,431 to \$277,022.**

---

**COUNCIL RESOLUTION**

Res No : 14801  
 MOVED : Cr Lockwood  
 SECONDED : Cr White-Hartig

**Endorse the Karratha Visitor Centre Inc Memorandum of Understanding for Annual Funding Contributions for 2008/2009 to 2010/2011 and authorise the Shire President to execute the document as amended to read:**

**This Memorandum of Understanding covers the 2008/2009 Financial Year for an agreed maximum cash amount of \$270,266 (plus GST) per annum plus CPI increase.**

**Endorse the Roebourne Visitor Centre Inc Memorandum of Understanding for Annual Funding Contributions for 2008/2009 to 2010/2011 and authorise the Shire President to execute the document**

**Ammend the budget on a/c 13022010 Contribution to Karratha Visitor Centre from \$312,431 to \$277,022.**

**CARRIED**

---

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

# **MEMORANDUM OF UNDERSTANDING**

Annual Funding Contribution 2008/2009 – 2010/2011

**Shire of Roebourne**

and

**Karratha Visitor Centre**



## 1. PARTIES

**Shire of Roebourne** ABN 83 812 049 708 of PO Box 219, Karratha, WA 6714

and

**Karratha Visitors Centre Inc** , (trading as) ABN 32 775 783 085 of PO Box 1234, Karratha WA 6714

## 2. BACKGROUND

The Karratha Visitor Centre is located at Lot 4548 Karratha Road.

The Shire of Roebourne is situated approximately 1600km from Perth, in the Pilbara region. The Shire has a residential population of approximately 16,500 residents, a large proportion of which are employed in the resources sector. The Shire seeks to create a close-knit community with quality lifestyles for everyone; a community where cultural diversity is valued, and where all people feel welcome and want to live long term. The Shire also seeks to ensure a balance between the delicate ecosystem of the archipelago, industry, business, tourism, working life and recreation. To ensure our community is able to engage in a diversity of rich cultural experiences, the Shire of Roebourne enters into partnerships with industry and business.

This Memorandum of Understanding covers the 2008/2009 Financial Year for an agreed maximum cash amount of \$270,266 (plus GST) per annum plus CPI increase.

## 3. OBJECTIVES

The main objectives of the Shire of Roebourne are to:

Provide a 3 year annual budget allocation to support Karratha Visitor Centre and it's presence and marketing in the Pilbara and the Shire of Roebourne.

The Shire of Roebourne vision is to effectively deliver services that meet the needs and aspiration of the community and the overriding principles of social, economic and environmental sustainability.

In relation to tourism this means maximising tourism potential in the Shire by:

- Maximising Councils visitor servicing investment.
- Encourage the development of tourism infrastructure
- Maximising opportunity for Tourism Product Development and sustainability

### **3.1 Shire of Roebourne Deliverables**

The Shire of Roebourne undertakes to:

- a) Provide continued support through its triennial funding allocations.
- b) Maintain interpretive and directional tourist related signage to Icon and Heritage locations throughout the Shire. Annual action plan developed in February and works to be completed by December annually.
- c) Provide corporate logo use information and electronic copies.
- d) Include the Manager of the Karratha Visitor Centre in Community Development planning/progress meetings which will assist identification of tourism product development opportunities and promotion.

### **3.2 Karratha Visitor Centre Deliverables**

- a. Produce an annual report for the Shire of Roebourne outlining;
  - Number of Members and growth in Membership base
  - Number of visitors and growth in visitor numbers
  - Income and expenditure against agreed annual budgets with explanation of any variances
  - Progress implementing the Visitor Centre Strategic Plan
- b. Provide a copy of the Annual Audited Financial Statement for each financial year.
- c. Reports from Tourism WA
  - Review Visitor profile data developed annually by Tourism WA and provide a summary to verify data and key findings / issues
- d. Demonstrate communication with other Visitor Centres in the Pilbara region
  - Outline various communications and improvements made to Visitor Centre operations as a consequence of collaboration.
- e. Develop and submit a Strategic Plan inclusive of strategies aimed at financial self sufficiency. A timeline of three (3) – five (5) years is recommended.
  - The Plan is to be submitted at the end of the second quarter 2009 and reported against annually.
- f. Maintain accreditation through the Australian Tourism Accreditation Standard developed by the Australian Tourism Accreditation Authority
- g. Attend bi monthly meetings of the Shire Staff, Karratha and Roebourne Visitor Centre Managers to provide and report on the abovementioned information.
- h. Provide audited financial statements

## **4. TERMS OF AGREEMENT**

### **4.1 Funding for 2008 /2009**

Shire of Roebourne resolved to allocate \$270,266 (ex GST) to the Karratha Visitors Centre (KVC) for the 2008/2009 financial year, an increase of \$42,500 (ex GST) on 2007/2008. The annual amount is to be increased with CPI adjustments or by 5% whatever is greater for 2009/2010 and 2010/2011.

The annual contribution is to be invoiced bi-monthly to the amount of \$45044.33 (ex GST).

As part of the conditions for funding, the Shire of Roebourne receives membership and associated benefits of membership to the Karratha Visitor Centre and is not required to pay any additional fees towards facilities, services, programs or membership subscriptions.

## **5. No Agency**

Nothing herein contained shall be deemed to constitute an agency relationship between the parties. Neither party shall have the authority to act for or assume obligation or responsibility on behalf of the other party.

## **6. Termination**

### **6.1 Termination of Agreement / Options to renew**

This Agreement terminates when it expires in accordance with the terms of the agreement and should no option be agreed prior to the expiry date of the agreement.

The Shire will consider an option to renew the Agreement upon a written request by the Karratha Visitors Centre outlining proposed terms and conditions, to be provided a minimum 6 months prior to the expiry of the agreement.

### **6.2 Termination for failure to comply**

If a party fails to comply or otherwise fails to perform any of its obligations under this Agreement, and fails to remedy that failure within 60 days of receiving a notice from the other party requiring it to do so, the other party may terminate this agreement by notice in writing to the party in default.

## **7 Confidentiality**

It is agreed by both the Shire of Roebourne and the Karratha Visitor Centre that information shared during the course of this partnership regarding either organisation and/or a third parties, shall remain confidential at all times.

No information shall be reproduced without the prior written agreement from the parties involved.

I, the undersigned, confirm that I am the person accountable for the Shire of Roebourne.

By signing this agreement on behalf of Shire of Roebourne, the organisation undertakes that it will abide by the objectives, deliverables and reporting schedule as described in this Memorandum of Understanding.

---

***Mr Brad Snell***

Shire President

Shire of Roebourne

Date \_\_\_\_/\_\_\_\_/2009

I, the other undersigned, confirm that by signing this agreement on behalf of Karratha Visitor Centre provide the Karratha Visitor Centre Deliverables as set out.

---

***Ms Eleanor Collins***

A/Chair

Karratha Visitor Centre

Date \_\_\_\_/\_\_\_\_/2009

# **MEMORANDUM OF UNDERSTANDING**

Annual Funding Contribution 2008/2009– 2010/2011

**Shire of Roebourne**

and

**Roebourne Visitor Centre**





## 1. PARTIES

**Shire of Roebourne** ABN 83 812 049 708 of PO Box 219, Karratha, WA 6714

and

**The Roebourne and Districts Tourist Association** , (trading as Roebourne Visitors Centre) ABN 85 102 747 275 of PO Box 248, Roebourne WA 6718

## 2. BACKGROUND

The Roebourne Visitor Centre is located in the 'Old Goal', Roebourne which was first constructed by George Pool in 1887.

The Shire of Roebourne is situated approximately 1600km from Perth, in the Pilbara region. The Shire has a residential population of approximately 16,500 residents, a large proportion of which are employed in the resources sector. The Shire seeks to create a close-knit community with quality lifestyles for everyone; a community where cultural diversity is valued, and where all people feel welcome and want to live long term. The Shire also seeks to ensure a balance between the delicate ecosystem of the archipelago, industry, business, tourism, working life and recreation. To ensure our community is able to engage in a diversity of rich cultural experiences, the Shire of Roebourne enters into partnerships with industry and business.

This Memorandum of Understanding covers the 2008/2009 - 2010/2011 Financial Years for an agreed maximum cash amount of \$174,928 (plus GST and annual CPI or 5% increase whichever is greater)per annum.

## 3. OBJECTIVES

The main objectives of the Shire of Roebourne are to:

Provide an annual budget allocation to support Karratha Visitor Centre to support the organisations presence and marketing in the Pilbara and the Shire of Roebourne specifically.

The Shire of Roebourne vision is to effectively deliver services that meet the needs and aspiration of the community and the overriding principles of social, economic and environmental sustainability (Draft Strategic Plan)

In relation to tourism this means maximising tourism potential in the Shire by:

- Maximising Councils visitor servicing investment.
- Encourage the development of tourism infrastructure
- Maximising opportunity for Tourism Product Development and sustainability

### **3.1 Shire of Roebourne Deliverables**

The Shire of Roebourne undertakes to:

- e) Provide continued support through its triennial funding allocations.
- f) Maintain interpretive and directional tourist related signage to Icon and Heritage locations throughout the Shire. Annual action plan will be developed in February by the SOR and Visitor Centres with works to be completed by December annually.
- g) Provide corporate logo use information and electronic copies.
- h) Include the Manager of the Roebourne Visitor Centre in Community Development planning/progress meetings which will assist identification of tourism product development opportunities and promotion.

### **3.2 Roebourne Visitor Centre Deliverables**

- a. Produce an annual report for the Shire of Roebourne outlining;
  - Number of Members and growth in Membership base
  - Number of visitors and growth in visitor numbers
  - Income and expenditure against agreed annual budgets with explanation of any variances
  - Progress implementing the Visitor Centre Strategic Plan
- b. Provide a copy of the Annual Audited Financial Statement for each financial year.
- c. Reports from Tourism WA
  - Review Visitor profile data developed annually by Tourism WA and provide a summary to verify data and key findings / issues
- d. Demonstrate communication with other Visitor Centres in the Pilbara region
  - Outline various communications and improvements made to Visitor Centre operations as a consequence of collaboration.
- e. Develop and submit a Strategic Plan inclusive of strategies aimed at financial self sufficiency. A timeline of three (3) – five (5) years is recommended.
  - The Plan is to be submitted at the end of the second quarter 2009 and reported against annually.
- f. Maintain accreditation through the Australian Tourism Accreditation Standard developed by the Australian Tourism Accreditation Authority
- g. Attend bi monthly meetings of the Shire Staff, Karratha and Roebourne Visitor Centre Managers to provide and report on the abovementioned information.

## **4. TERMS OF AGREEMENT**

### **4.2 Funding**

The Shire of Roebourne resolved to allocate \$174,928 (ex GST) to the Roebourne Visitors Centre (RVC) for the 2008/2009 financial year, an increase of \$35,000 (ex GST) on 2007/2008. To be invoiced bi-monthly at the amount of \$29154.66 (ex GST).

In lieu of funding the Shire of Roebourne receives membership and associated benefits of membership to the Karratha Visitor Centre and is not required to pay any additional fees towards facilities, services, programs or membership subscriptions.

## **5. No Agency**

Nothing herein contained shall be deemed to constitute an agency relationship between the parties. Neither party shall have the authority to act for or assume obligation or responsibility on behalf of the other party.

## **6. Termination**

### **6.1 Termination of Agreement**

This Agreement terminates:

- i) when it expires in accordance with the terms of the agreement.
- ii) when it is terminated for any of the below mentioned reasons:

#### **Termination without cause**

Either party may terminate this Agreement without cause by giving [30] days notice in writing to the other party.

#### **Termination for failure to comply**

If a party fails to comply or otherwise fails to perform any of its obligations under this Agreement, and fails to remedy that failure within 30 days of receiving a notice from the other party requiring it to do so, the other party may terminate this agreement by notice in writing to the party in default.

#### **Termination on insolvency, liquidation etc**

If:

- i) an order is made for the winding up or dissolution of a party;
- ii) a receiver, official manager or similar officer is appointed to all or part of the assets or undertakings of a party;
- iii) a party enters into any arrangement, compromise with or arrangement for the benefit of its creditors;
- iv) a party becomes insolvent or is unable to pay its debts generally; or
- v) a party takes any steps to obtain protection or is granted protection from its creditors under any applicable legislation,

this Agreement will terminate forthwith following receipt of written notice to that effect from the other party.

## **7 Confidentiality**

It is agreed by both the Shire of Roebourne and the Roebourne Visitor Centre that information shared during the course of this partnership regarding either organisation and/or a third parties, shall remain confidential al all times.

No information shall be reproduced without the prior written agreement from the parties involved.

I, the undersigned, confirm that I am the person accountable for the Shire of Roebourne.

By signing this agreement on behalf of Shire of Roebourne, the organisation undertakes that it will abide by the objectives, deliverables and reporting schedule as described in this Memorandum of Understanding.

---

***Mr Brad Snell***

Shire President

Shire of Roebourne

Date \_\_\_\_/\_\_\_\_/2009

I, the other undersigned, confirm that by signing this agreement on behalf of Roebourne Visitor Centre provide the Roebourne Visitor Centre Deliverables as set out.

---

***Mr Dagmur Kraus***

President

Roebourne Visitor Centre

Date \_\_\_\_/\_\_\_\_/2009

### 9.1.2 2009 Annual Community Survey Results

<b>Separate Attachment(s)</b>	<b>Draft Annual Community Survey Report and Post Survey Communications Plan</b>
<b>Responsible Officer:</b>	<b>Simon Kot Executive Manager Community Services</b>
<b>Author Name:</b>	<b>Simon Kot Executive Manager Community Services</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

---

#### REPORT PURPOSE

To receive the Annual Community Survey report and consider the use of the reports findings.

#### Background

A key recommendation of the 2009 Shire of Roebourne Functional Review, endorsed by Council, was the recommendation to establish an Annual Community Survey to gauge the perspective of the Shire of Roebourne community on the effectiveness of Council in the delivering of its' facilities and services.

In June, Council established a working group consisting Cr Hipworth, Cr Rothe, Cr Cechner and the Executive Manager Community Services to establish a project consultancy brief and scope of works. At its June 2009 Meeting the Council endorsed the Project Brief and advertised for quotations for suitably qualified organisations to conduct the Annual Community Survey.

The specific objectives of the 2009 Community Survey included:

- Assessing the communities opinion of the Shire's overall performance,
- Determine the Shire's performance on specific services and facilities,
- Determine the importance of Council providing specific services and facilities,
- Assessing community wellbeing,
- Determine the communities opinion on the performance of the State Government in the provision of specific services,
- Determining community satisfaction with contact with the Shire of Roebourne,
- Other ad-hoc opinion related issues, and
- Allow for general community comment.

Four submissions were received and Marketintel was selected by the Working Group and engaged to develop and conduct the survey and evaluate the survey results. Data collection was conducted over a two week period from 3 August to 17 August 2009.

Specifically the contract for service included;

Undertake 400 telephone surveys

Provide Shopping Centre displays to distribute, complete and receive surveys

Deliver hard copies of surveys via door knocking residences and attend key community sites in Roebourne and Dampier

Provide hard copies of surveys at Shire Offices for collection.

The sample number chosen reflected the need for a statistically valid sample size. A total of 468 surveys were conducted or received within the allotted time for the research, 400 via the telephone and 68 hard copies.

Market Intel has now produced a report that tabulates the results and depicts the Shires performance and the communities' perception of importance in the delivery of various services and facilities. The draft report is attached for Councillor Information. The final copy of the report will be presented at the Council Briefing Session.

## Issues

### Survey Results

The attached draft Annual Community Survey report outlines all findings from the consultation. Items of note in the report include;

- In total, a third (33%) of residents rated the Shire's performance as good (26%) or excellent (7%). A further 25% rated the Shire's overall performance as okay.
- Of the 28 local government services and facilities offered for assessment the most important to the community were:
  - Weekly rubbish collections
  - Health and disease prevention
  - Graffiti, vandalism and anti-social behaviour
  - Local roads
  - Airport
  - Recreational facilities
  - Footpaths & cycleways
- Library and information services was the highest performing area followed by the local rubbish tip and then cultural and community events.
- The areas of lowest performance include:
  - Town's main street.
  - Graffiti, vandalism & anti-social behaviour.
  - Appealing streetscapes.
  - Enforcement of illegal parking & litter.
- The areas that were identified in need of considerable improvement (in order of priority based on an assessment of importance against performance) include:
  - Graffiti, vandalism & anti-social behaviour,
  - Enforcement of illegal parking & litter,
  - Appealing streetscapes,
  - Footpaths and cycleways,
  - Youth activities and services,
  - Local roads,
  - Health and disease prevention,
  - Town's main street,
  - Recreation facilities and
  - Parks, gardens and open spaces.

- Overall, 29% of respondents indicated they are satisfied with level of leadership provided by their elected Councillors
- The most frequently mentioned priority for the Shire is for improvement to cleaning up the town and maintenance (45%).
- Overall, all State Government services assessed showed considerable room for improvement with at least 30% of respondents rating performance as less than satisfactory. This was most notable for the provision of good health care and health care facilities (hospitals and clinics)

A statistical approach has been used in the development of the survey to enable performance to be tracked in time. For example the service level gap can be determined by measuring the difference between the communities' perception of importance and the assessment of performance. In the case where this percentage is a smaller number then Council is close to meeting service expectation of the community and vice versa. Of concern is that in no instance did the assessment of performance equal perception of importance.

### Strategic Use of the Findings

The Shire of Roebourne draft Strategic Plan is due to be released to the community for review and feedback at the time of preparing this report. Upon receipt of the communities' feedback and in the development of the final Strategic Plan, the survey results will be integrated to develop actions and performance targets and measures. In particular the survey results will enable Council to benchmark its performance in 2009 against similar surveys in subsequent years and set performance measures that can be statistically measured, becoming an importantly assessment tool in striving for continuous improvement.

With the survey now complete it is also important that the community is provided feedback on the results and the Shire commence the process of integrating the data in to its draft Strategic Plan. A post survey communications plan has been developed to articulate the approach recommended in the release of the document. Supporting the release of the document will be a summary document that will be distributed to all households shortly.

### **Options**

Council has the following options available:

That Council

Receive the Annual Community Survey prepared by Marketintel

Release the Annual Community Survey report to the community in accordance with the post Survey Communications Plan

Commence the process of integrating the Annual Community Survey report findings in to the Shire of Roebourne draft Strategic Plan.

Or

Receive the Annual Community Survey prepared by Marketintel as amended.

### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

Funding for the Annual Community Survey and associated media in release of the document is in accordance with Councils 2009 / 2010 budget allocation.

**Conclusion**

The 2009 Annual Community Survey provides a benchmark assessment of the Shires performance and suggests significant room for improvement in a variety of services and facilities afforded by the local government.

**Voting Requirements**

Simple.

---

**COUNCIL RESOLUTION**

**Res No** : **14802**  
**MOVED** : **Cr Hipworth**  
**SECONDED** : **Cr White-Hartig**

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

**CARRIED**

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

---

**COUNCIL RESOLUTION**

**Res No** : **14803**  
**MOVED** : **Cr Vertigan**  
**SECONDED** : **Cr Cechner**

**That Council reinstate Standing Orders.**

**CARRIED**

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



**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14804**  
**MOVED** : **Cr Lally**  
**SECONDED** : **Cr Vertigan**

**That Council**

**Receive the Annual Community Survey prepared by Marketintel.**

**Release the Annual Community Survey report to the community in accordance with the post Survey Communications Plan.**

**Commence the process of integrating the Annual Community Survey report findings in to the Shire of Roebourne draft Strategic Plan.**

**CARRIED**

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

### 9.1.3 Baynton West Family Centre Project Design Brief

<b>Separate Attachment(s)</b>	<b>Draft Design Brief.</b>
<b>Responsible Officer:</b>	<b>Simon Kot Executive Manager Community Services</b>
<b>Author Name:</b>	<b>Geof Whyte Project Manager K2020</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

---

#### **REPORT PURPOSE**

To obtain endorsement of the Project Design brief for the design and construction of the Baynton West Family Centre and to provide advice on the procurement process and timetable.

#### **Background**

Karratha's demographic indicate a higher proportion of young families and young children aged 0-9. With further planned subdivision development the need for additional community infrastructure is critical. The Karratha 2020 Plan has identified an opportunity to address these needs within the new Baynton West Subdivision.

*"With over 3,000 children under the age of 10 living in the Shire of Roebourne, there is demand for a range of infant health, childcare, parenting, playgroup and family facilities and services. One concept that is being considered is an integrated family/community centre from which most of these needs can be met. The facility should include office, clinic and playgroup space, incorporate a toy library and be staffed on a semi-regular basis. The community purposes site in the Baynton West subdivision is a potential location."*

*Extract from the K2020 Vision and Community Plan Scoping Paper.*

#### **Design Brief**

The preparation of the Project Design Brief has drawn from the Karratha 2020 Vision and Community Plan (K2020) and set the following objectives and vision for the design.

#### **Project Objective**

To develop a contemporary, innovative family centre providing a "one stop" facility for parent/child development. (The Centre)

**Project Vision**

To meet the key needs of the community that have been determined in the community consultation process which have been identified as follows:

- Meeting space for the community,
- Activity Room for community hire,
- Infant Health Clinic,
- Childcare facility for 50 children,
- Playgroup and occasional care space with toy library facilities,
- Office's for lease to "Not For Profit" groups,
- Administration Office
- External play areas.
- Vehicle parking and service areas
- Landscaping

A key element of the design will be to construct an innovative "go to" facility that successfully addresses the climatic conditions and provides a "haven" for children and their carers.

**Consultation**

The final version of the Project Design Brief has also drawn extensively on consultation with key potential user groups i.e. Karratha Community House, Pilbara Population health – West and the Pilbara Community Council.

In each case the primary needs expressed in K2020 were reinforced and have been articulated in the Room Data Schedules which are incorporated into the Project Design Brief.

**Issues***Land Availability*

The nominated site for the project is Lot 402 Gardulgarli Drive Baynton which has an area of 4,450sqm.

LandCorp, who are to transfer the lot to the Shire of Roebourne as a Community Purpose Site, has indicated that this may occur in April 2010.

*Design Features*

The Project Design Brief has been developed on the basis of the scope and costing outlined in K2020 and has been refined as an outcome of consultation with user groups.

It is apparent that in order to meet the identified needs of The Centre the original areas prescribed for various functions will have to be increased. This is especially the case in the instance of playgroups and community facilities.

In order to properly assess design requirements the design philosophy adopted has been to investigate four key modules:

Family Services  
Playgroups  
Community Centre  
Child Care

Additionally, in all discussions that have been held, it is apparent that a very key element of the Centre will be as a “social” and “networking” hub for parents. As a consequence, another design element has been introduced and that is a central covered (courtyard) that will provide a linkage to the key modules and provide an appealing and pleasant landscaped environment for parents and children alike. A small “Coffee Shop” element has been added into the design mix as a further attraction.

By regulation large enclosed and safe external playgrounds have to be provided for children in either the Child Care Centre or the playgroups. Ideally, due to climatic conditions, these should be covered and this will be an additional unforeseen cost.

The Project Design Brief has deliberately encompassed an “at best” model and the costs to provide this can only be fully tested by undertaking concept design options and detailed costing.

Consideration also has to be given to the provision of vehicle parking, in the order of 100 bays and to extensive site landscaping and reticulation.

#### *Concept Designs*

The Project Design Brief will require the preparation at least two fully costed design options for the Centre.

The first option contemplated is to include all of the functional areas, other than playgrounds, under the one roof.

The second option to examine a “village” concept with each functional unit being accommodated in its own building all linked together by a covered landscaped “courtyard”.

The concept design reports will have to fully outline the pro’s and con’s of each method to facilitate Councils decision making process.

#### *Community Consultation*

The detailed project timeline calls for the concept plans and reports to be completed by the end of November with the options being submitted for public comment and stakeholder review culminating in a public meeting on 16 December 2009.

A detailed report will then be submitted for Council consideration at a Special Meeting to be convened on the 21<sup>st</sup> December 2009.

#### *Procurement Process*

To ensure that Council retains full control over the design and construction of the project the following Project procurement methodology has been put in place.

The first step is to prepare a detailed Project Design Brief which specifies the product that Council seeks to construct.

The Design Brief provides very clear guidelines to the Project Architect, enables the quantity surveyor to assess and monitor cost during the design and documentation stage, facilitates ‘apples for apples’ tendering by consultants and enables effective project management.

As a means of ensuring the independent advice as to costs and “value for money” design, a Quantity Surveyor will be engaged directly by Council. The role of the Quantity Surveyor will be to provide advice at all stages of the project on costs, materials selection and value for money issues, valuing of works completed and progress claims and input into financial management. It is anticipated that the Quantity Surveyor will be appointed by mid September and will be immediately tasked to advise on likely costs of construction based on the Design Brief. It has not been practical, given time constraints, to have this tasking completed prior to the adoption of the Design Brief.

The Design Brief will form an attachment to a detailed Architectural Consultancy Brief which is in the course of preparation. The brief sets out in detail the outputs required of the design team, the terms and conditions of appointment and other related matters. The form of contract will be the Australian Standard AS-4122 for the appointment of consultants.

The methodology for appointment that will be recommended will be to utilise the State Government Pre Qualified Panel of Architects. The process will be that 3 Architects, chosen with potential input from Building Management & Works and LandCorp, will be invited to tender for both the Bulgarra Community Centre and the Baynton West Family Centre projects.

*Timetable*

In order to ensure that the design and documentation process can be completed by the end of June to enable Council to consider approval for the project to go to tender, the following are the key performance indicators.

Approval of design brief, methodology for the appointment of the project architect and preliminary project budget	21/9/09.
Appointment of Project Architect – Meeting of Council	19/10/09
Consideration and adoption of concept plan and project budget – Special Meeting of Council	21/12/09
Consideration and adoption of Schematic/Design Development Report	April 2010.
Consideration and adoption of Tender Documentation, Form of Contract and approval to proceed to tender.	Special meeting of Council in late June

It is to be noted that Council will be asked to consider two Special Meetings in order to assist with the project delivery.

### *Public Art*

Council Policy CS11- Percent for Art Policy prescribes:

*An allocation of funds for public art is to be included within each new Development or Re-development building which is Council owned, of a size valued above \$30,000.*

*The targeted amount of up to 2% for public art should be set aside. These funds are to be incorporated by Council in the project budget. They are to be used for the specific artistic component of the project.*

*Extra funding may also be sought from state and federal government arts funding sources for specific public art projects*

In order to meet these policy objectives it will be recommended that Council resolves to include the sum of \$95,000 within the Project Budget.

### *Budget Parameters*

The K2020 report provided indicative budget parameters for the Centre of \$5,700,000. The cost estimate included allowances for construction, fees and charges, contingencies, escalation to June 2010 and a “Karratha Allowance”.

It should be noted that, with the increase of building area, additional covered area for children’s external playgrounds, vehicle parking and landscaping costs will place pressure on this amount.

However, for the purposes of advancing the project it will be recommended that this be established as an interim design budget and be reviewed when concept design plans are considered in December.

It should be noted that funding amounting to \$3,500,000 is available to the project through LandCorp and discussions have been initiated with other potential contributors in Woodside and Lotterywest. These discussions can be further advanced when the Concept Plans have been adopted.

### *LandCorp*

In accordance with the terms of a Memorandum of Understanding entered into with LandCorp, there is a requirement that they be consulted in the design process. It has been agreed that LandCorp will be able to comment on the Project Design Brief, comment on the appointment of the Architect by participation in the interview process, provide comment on the concept plans and review the pre tender documentation.

As this involvement could have a detrimental impact on a very tight project delivery timetable, LandCorp has been requested to provide comment promptly and within the established timeframe.

### **Risk Assessment**

A detailed Risk Assessment will be carried out at Concept Plan stage and will thereafter be subject to monthly review.

However at this stage of the project the key risks are seen as being:

*Time.*

The time frame that has been prepared is very tight and will be adversely impacted upon by any delays in decision making by Council or by the Design Team.

Any delays imposed by LandCorp in its review process will also detrimentally impact on the timeframe.

*Cost*

The project costs cannot be accurately quantified by the Quantity Surveyor until Concept Design has been completed. Consequently the Concept Design stage takes on added importance and it will be advocated that this be nominated as a Stop/Go/Review stage.

Steps incorporated into the Design Brief to mitigate cost increases generally focus on design and material innovation.

It will be recommended that in order to enhance prospects of economies of scale that the Baynton West Family centre and the Bulgarra Community Centre be tendered as one package both for the appointment of an Architect and the construction project.

**Options**

The alternative costed design options will be submitted for Council consideration at a Special Meeting to be convened on 21 December 2009.

**Policy Implications**

1. Policy number CS11 title Percent for Art Policy has been addressed previously in this report.
2. Strategic Plan – The draft Strategic Plan 2009/10 has established priorities for the design development and documentation to tender standard by no later than 30 June 2010.

**Legislative Implications**

The Local Government [Function and General] Regulations clause 11 (2) (e) provides that tenders do not have to be called if obtaining services from or through the State or Federal Governments.

Accordingly, it will be recommended that submissions be invited from nominated architects registered on the State Government Panel of Pre Qualified Architects in order to invite tenders for appointment.

The pre qualification will enable appointment criteria to be firmly based on qualitative measures i.e. Standard of documentation, compliance with budget, contract administration, adherence to contract timelines

**Financial Implications**

The preparation of the concept designs has been provided for in the 2008/09 budget.

**Conclusion**

The Project Design Brief has been prepared on the basis of the parameters set down in K2020 and supported by direct consultation with key stakeholder groups.

The outcomes will need to be tested by concept design and detailed cost evaluation by the Quantity Surveyor.

In order for this process to take place and for the timetable of complete tender documentation to be completed by June 2010 in accordance with Councils Draft Strategic Plan 2009/10, it will be recommended that Council proceed with the endorsement of the Project Design Brief and the methodology for the appointment of an Architect.

**Voting Requirements**

Simple.

---

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14805**  
**MOVED** : **Cr Cechner**  
**SECONDED** : **Cr Vertigan**

**That Council, with respect to the design and construction of the Baynton West Family Centre:**

- 1 ENDORSES the calling of tenders for the appointment of an Architect for the Baynton West Family Centre conjointly with the Bulgarra Community Centre.**
- 2 ENDORSES, pursuant to the provisions of the Local Government [Functions and General] Regulations clause 11 (2) (e), the use of the State Government panel of pre qualified Architects and NOTES a tender report will be brought forward for consideration at the October meeting of Council**
- 3 APPOINTS THE Shire President, or nominee, the Acting Chief Executive Officer, Executive Manager Community Services and Project Manager K 2020 as the panel to interview tenderers and bring forward recommendations for appointment to Council and NOTES that a representative from LandCorp will also participate in the interview process.**
- 4 APPROVES the calling of a Special Meeting of Council on the 21 December 2009 to consider and endorse the Concept Plan and Project Budget for the Baynton West Family Centre.**
- 5 ENDORSES the Project Design Brief for the Baynton West Family Centre detailed as an attachment to this report and SUPPORTS the preparation of two costed Concept Plans showing design options.**
- 6 APPROVES an interim project design budget of \$5,700,000 for the Baynton West Family Centre which shall include all construction, design costs, fees and charges, contingencies, fitting out and escalation costs to June 2010 SUBJECT to review and determination at the Special Meeting of Council to be held on 21 December 2009.**
- 7 APPROVES a budget allocation of Ninety five thousand dollars (\$95,000) for Public Art for the Baynton West Family Centre project in accordance with Policy CS11-Percent for Art**

**CARRIED**

---

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



### 9.1.4 Bulgarra Community Centre - Project Design Brief

<b>Separate Attachment(s)</b>	<b>Draft Design Brief</b>
<b>Responsible Officer:</b>	<b>Simon Kot Executive Manager Community Services</b>
<b>Author Name:</b>	<b>Geof Whyte Project Manager K2020</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

---

#### REPORT PURPOSE

To obtain endorsement of the Project Design Brief for the design and construction of the Bulgarra Community Centre and to provide advice on the implementation of the Bulgarra Sporting Precinct Master Plan project.

#### Background

The Karratha 2020 Vision and Community Plan (K2020) which was endorsed by Council as per Resolution number 14290 on the 18/2/09 identified, among other things the upgrading of the Bulgarra Reserve.

A separate study was undertaken by CCS Strategic Management in consultation with Geographia prepared a Master Plan which advocated a range of upgrading projects for the reserve.

At its meeting held on the 17<sup>th</sup> August, 2009, as per Resolution number 14748, Council resolved:

*That Council endorse the Bulgarra Sporting Precinct Master Plan and progress the recommendations.*

*That Council adopt the attached revised policy CS3 Bulgarra Sporting Precinct – Future Development as amended.*

An implementation programme has been commenced which, for the purpose of efficiency and maximising the opportunity to complete the projects in a timely manner has been broken down into the following sub-projects.

Bulgarra Community Facility	Design and Construction of a new multi purpose facility together with upgrading to the existing changerooms and the relocation/upgrade of the playground.
Electrical Upgrade	The investigation and design of an upgraded electrical supply service including modifications to the floodlighting and the provision of a ring main system for FeNaClng.
Sports Field Upgrade	Improvements to the reserve to provide for upgraded facilities for softball.

Priority has been given to advancing the design and development of the Bulgarra Community Centre with the electrical upgrade and sports field projects being progressed during October/November.

Construction work on all three projects will be scheduled for 2010/11.

### **Issues**

With respect to the Bulgarra Community Centre, the following issues are addressed for Council consideration and decision.

#### ***Reserve Rationalisation***

In order to rationalise the various reserve boundaries which form the Bulgarra Sporting Precinct and to assist in the design process, surveyors have been engaged to carry out a features and boundary survey.

The on-site reality is that some of the facilities have been constructed across reserve boundaries and an opportunity has presented itself to rectify this situation. The rationalisation of the boundaries and the reduction of the number of reserves will also simplify the administration of the Precinct as a whole.

Further reports will be brought forward in due course seeking Councils approval to proceed with an application for reserve rationalisation.

#### ***Procurement Process***

To ensure that Council retains full control over the design and construction of the project the following Project procurement methodology has been put in place.

The first step is to prepare a detailed Project Design Brief which specifies the product that Council seeks to construct.

The Design Brief provides very clear guidelines to the Project Architect, enables the quantity surveyor to assess and monitor cost during the design and documentation stage, facilitates` “apples for apples” tendering by consultants and enables effective project management.

As a means of ensuring the independent advice as to costs and “value for money” design, a Quantity Surveyor will be engaged directly by Council. The role of the Quantity Surveyor will be to provide advice at all stages of the project on costs, materials selection and value for money issues, valuing of works completed and progress claims and input into financial management. It is anticipated that the Quantity Surveyor will be appointed by mid September and will be immediately tasked to advise on likely costs of construction based on the Design Brief. It has not been practical, given time constraints, to have this tasking completed prior to the adoption of the Design Brief.

The Design brief will form an attachment to a detailed Architectural Consultancy Brief which is in the course of preparation. The brief sets out in detail the outputs required of the design team, the terms and conditions of appointment and other related matters. The form of contract will be the Australian Standard AS-4122 for the appointment of consultants.

The methodology for appointment that will be recommended will be to utilise the State Government Pre Qualified Panel of Architects. The process will be that 3 Architects, chosen with possible input from Building Management & Works, will be invited to tender for both the Bulgarra Community Centre and the Baynton West Family Centre projects.

**Timetable**

In order to ensure that the design and documentation process can be completed by the end of June to enable Council to consider approval for the project to go to tender, the following are the key performance indicators.

Approval of design brief, methodology for the appointment of the project architect and preliminary project budget	21/9/09.
Appointment of Project Architect – Meeting of Council	19/10/09
Consideration and adoption of concept plan and project budget – Special Meeting of Council	21/12/09
Consideration and adoption of Schematic/Design Development Report	April 2010.
Consideration and adoption of Tender Documentation, Form of Contract and approval to proceed to tender.	Special meeting of Council in late June

It is to be noted that Council will be asked to consider two Special Meetings in order to assist with the project delivery.

The timetable has been prepared on the basis of meeting the priorities established in Councils draft Strategic Plan 2009/10.

**Design Brief**

The Design brief for the Bulgarra Community Facility has been prepared taking into account:

The scope outlined in the Master Plan Report.  
 Consultation with user groups -7 September, 2009.  
 Technical input from Council officers.

The purpose of the Design Brief is to provide very clear guidelines to the Project Architect and their secondary consultants as to the outcomes that are expected by Council and the community. It provides full details of the site, technical criteria and standards, design philosophy, functional requirements, design details for each room and budget parameters to be complied with.

The Project Design Brief has incorporated the suggestions from the user groups which could potentially lead to a larger structure than originally called for. The main hall, which is to be used to for a variety of social and community functions, should ideally be capable of seating 150 people at a social function.. On face value, this appears to be a reasonable requirement and may meet a determined need for the community.

In this event there will need to be increases in the size of the support facilities ie kitchen/kiosk, storage area and amenities. The impact on the overall area of the structure and on the project costs can only be gauged in the Concept Design process and reviewed by Council when the adoption of a concept plan and project budget is considered.

It will be recommended that Council adopts the Project Design Brief to enable the project to proceed.

**Public Art**

Council Policy CS11- Percent for Art Policy prescribes:

*An allocation of funds for public art is to be included within each new Development or Re-development building which is Council owned, of a size valued above \$30,000.*

*The targeted amount of up to 2% for public art should be set aside. These funds are to be incorporated by Council in the project budget. They are to be used for the specific artistic component of the project.*

*Extra funding may also be sought from state and federal government arts funding sources for specific public art projects*

In order to meet these policy objectives it will be recommend that Council resolves to include the sum of \$55,000 within the Project Budget.

### **Budget Parameters**

The Master Plan report projected that the costs of the Bulgarra Sporting Precinct project would be in the order of \$4,700,000 of which the sum of \$2,750,000 was designated for the Bulgarra Community Centre. The cost estimates included provisions for fees and charges, fitting out, contingencies, "Karratha Construction allowance", construction costs and cost escalation to December 2009.

For the purpose of advancing the design to the Concept Plan stage it will be recommended that the Project Budget be set at \$2,750,000 with this sum to be reviewed when the costed Concept Plans are considered and adopted.

### **Risk Assessment**

A detailed Risk Assessment will be carried out at Concept Plan stage and will thereafter be subject to monthly review.

However at this stage of the project the key risks are seen as being:

#### ***Time.***

The time frame that has been prepared is very tight and will be adversely impacted upon by any delays in decision making by Council or by the Design Team. This may be somewhat mitigated by the generally simple nature of the design task.

#### ***Cost***

The project costs cannot be accurately quantified by the Quantity Surveyor until Concept Design has been completed. Consequently the Concept Design stage takes on added importance and it will be advocated that this be nominated as a Stop/Go/Review stage.

Steps incorporated into the Design Brief to mitigate cost increases generally focus on design and material innovation.

It will be recommended that in order to enhance prospects of economies of scale that the Baynton West Family centre and the Bulgarra Community Centre be tendered as one package both for the appointment of an Architect and the construction project.

### **Consultation**

The Design Brief has been prepared with extensive input from Council officers especially from a technical and project background viewpoint. The basis of the brief has been developed from the concepts proposed in the adopted Bulgarra Sporting Precinct Master Plan in so far as extent is concerned.

The Bulgarra Oval user groups were also consulted at a meeting held on 7 September 2009 and their input has been included in the preparation of the Room Data Schedules.

### **Options**

In order for Council to meet its established priorities for the design and development of these facilities, there are no plausible options for Council to consider.

### **Policy Implications**

1. Policy number CS3 titled Bulgarra Oval-Future Development is relevant to this matter.
2. Policy number CS11 title Percent for Art Policy has been addressed previously in this report.
3. Strategic Plan – The draft Strategic Plan 2009/10 has established priorities for the design development and documentation to tender standard by no later than 30 June 2010.

### **Legislative Implications**

The Local Government [Function and General] Regulations clause 11 (2) (e) provides that tenders do not have to be called if obtaining services from or through the State or Federal Governments.

Accordingly, it will be recommended that submissions be invited from nominated architects registered on the State Government Panel of Pre Qualified Architects in order to invite tenders for appointment.

The pre qualification will enable appointment criteria to be firmly based on qualitative measures i.e. Standard of documentation, compliance with budget, contract administration, adherence to contract timelines.

### **Financial Implications**

The expenditure is in accordance with the budget.

### **Conclusion**

Documentation for the design and construction of the Bulgarra Community Centre component of the Bulgarra Sporting Precinct Master Plan is proceeding according to schedule.

It will be recommended that Council approve the Project Design Brief in order the next phase of the project can be advanced.

### **Voting Requirements**

Simple.

---

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14806**  
**MOVED** : **Cr White-Hartig**  
**SECONDED** : **Cr Lally**

**That Council, with respect to the implementation of the Bulgarra Sporting Precinct Master Plan:**

- 1. NOTES that action has been implemented to investigate the rationalisation of Reserve boundaries of the Bulgarra Sporting Precinct and that a further report on the issue will be tabled for consideration when the survey and recommendations have been completed.**
- 2. NOTES that for the purposes of efficient administration, the project has been programmed into three main tasks, namely, design and construction of the Bulgarra Community Centre; electrical services and floodlighting investigation and upgrade and sports field upgrade with all components being scheduled for construction in 2010/11.**
- 3. ENDORSES, pursuant to the provisions of the Local Government [Functions and General] Regulations clause 11 (2) (e), the calling of tenders for the appointment of an Architect for the Bulgarra Community Centre conjointly with the Baynton West Family Centre.**
- 4. ENDORSES the use of the State Government panel of pre qualified Architects and NOTES a tender report will be brought forward for consideration at the October meeting of Council.**
- 5. APPOINTS THE Shire President, or nominee, the Acting Chief Executive Officer, Executive Manager Community Services and Project Manager K 2020 as the panel to interview tenderers and bring forward recommendations for appointment to Council.**
- 6. APPROVES the calling of a Special Meeting of Council on the 21 December 2009 to consider and endorse the Concept Plan and Project Budget for the Bulgarra Community Centre.**
- 7. ENDORSES the Project Design Brief for the Bulgarra Community Centre detailed as an attachment to this report.**

- 8. APPROVES an interim project design budget of \$2,750,000 for the Bulgarra Community Centre which shall include all construction, design costs, fees and charges, contingencies, fitting out and escalation costs to December 2009 SUBJECT to review and determination at the Special Meeting of Council to be held on 21 December 2009.**
  
- 9. APPROVES a budget allocation of Fifty five thousand dollars (\$55,000) for Public Art for the Bulgarra Community Centre project in accordance with Policy CS11-Percent for Art.**

**CARRIED**

---

FOR : Cr Snell, Cr Rothe, Cr Cechner, Cr Hipworth, Cr Lally, Cr Lewis  
 Cr Lockwood, Cr Vertigan, Cr White-Hartig, Cr Wieland

AGAINST : Nil

### 9.1.5 Community Sports And Recreational Grant - Karratha BMX Club

<b>File No:</b>	<b>AA/8/5A</b>
<b>Responsible Officer:</b>	<b>Simon Kot Executive Manager Community Services</b>
<b>Author Name:</b>	<b>Matthew Plummer Senior Recreation Development Officer</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

---

#### **REPORT PURPOSE**

To consider endorsing the funding application from the Karratha BMX Club under the Sports and Recreational Grant Scheme.

#### **Background**

The Sports and Recreational Grants Scheme aims to offer not for profit groups based within the Shire of Roebourne financial assistance to foster high quality programs, community events, facilities and services that provide a return benefit to the local community.

The Karratha BMX Club has approached the Shire seeking funding support through the Sports and Recreational Grants Scheme.

#### **Issues**

The application from the Karratha BMX Club was assessed against the guidelines and criteria, as per Council's Donations, Sponsorships and Community Funding Policy.

Council Policy CS6 states that the 'applications for funding should be submitted to the Shire of Roebourne to ensure the application is evaluated in the appropriate funding rounds in – February, May, July and October each year'. The application from the Karratha BMX club was submitted after the July funding round and the event they will be attending falls before the October funding round.

The policy does not preclude any sporting club or association from applying for funding in between specified funding rounds but only recommends that applications be submitted in the specified funding rounds to streamline the evaluation process.

No applications were received for the July funding round under the Sports and Recreational Grant Scheme.



The following table lists the details of the funding application.

<b>Sports Funding Grant Scheme Applications</b>					
<b>Applicant</b>	<b>Project</b>	<b>Funding Category</b>	<b>Total Cost of Project</b>	<b>Funding Requested</b>	<b>Comments</b>
Karratha BMX Club	To assist with the costs of travel members for members of the Karratha BMX Club to attend the State Championships in Geraldton.	Junior Participation in Regional/State Championships	\$2000.00	\$1000.00 (Junior Sports)	The Karratha BMX Club has built up a strong membership base over the past 2 years. The club will be sending 17 of its members from 10 local families to compete in the State Championships in October. The event takes place prior to the October funding round
Total Requested			\$2000.00	<b>\$1000.00</b>	<b>Total Recommended \$1000</b>

Due to the tight timeframe no meeting of the Community Funding Reference Group has occurred to consider this application

**Options**

Council has the following options available:

To support the funding application from the Karratha BMX Club for \$1000.00 under the Community Sports and Recreational Grants Scheme.

Or

To not support the funding application.

**Policy Implications**

Policy number CS6 titled Donations, Sponsorships and Community Grants is relevant to this matter.

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

The expenditure is in accordance with the budget.

**Conclusion**

The members of the Karratha BMX Club rarely get to experience racing against other clubs from around the state and the State Championships will provide members an opportunity to race high quality opponents. The funding will benefit 17 members of the club across 10 local families.

No applications were received in the July funding round for Sports and Recreational grants. Although out of funding round timelines, the application from the Karratha BMX Club meets the guidelines and criteria set out in council policy CS6 Donations, Sponsorships and Community Grants.

**Voting Requirements**

Simple.

---

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14807**  
**MOVED** : **Cr Lally**  
**SECONDED** : **Cr Wieland**

**That Council support the application from the Karratha BMX Club for the amount of \$1000.00 under the Community Sports and Recreational Grant Scheme from account 334035.**

**CARRIED**

---

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

**Cr Hipworth declared an interest in this item, but as it is not a pecuniary interest was allowed to participate in the vote.**

#### **9.1.6 Renewal Of Lease For The Karratha Football And Sporting Club Inc.**

**File No:** AX/4/6A

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

**Author Name:** Matthew Plummer  
Senior Recreation Development Officer

**Disclosure of Interest:** Nil

---

#### **REPORT PURPOSE**

To seek councils approval to enter into a new lease of lot 4228 Tilbrook Close Millars Well to the Karratha Football and Sporting Club Inc.

#### **Background**

On March 1 1988 the Karratha Football and Sporting Club Inc entered into a twenty one (21) year lease with the Shire of Roebourne of lot 4228 Tilbrook Close Millars Well for the purpose of a site for a Football and Sporting Club. Rent has been charged at five dollars per annum. The lease subsequently expired on February 28 2009.

In 1989, the Karratha Football and Sporting Club opened its clubrooms which it built on lot 4228 and the club is responsible for all outgoings relating to the premises.

The Karratha Football and Sporting Club have requested a new twenty one (21) year lease based on the same conditions as previously enjoyed.

#### **Issues**

The Karratha Football and Sporting Club Inc is a community sporting club whose main function is the Karratha Kats Football Club.

The Karratha Football and Sporting Club have requested a new twenty one (21) year lease based on the same conditions as previously enjoyed. Council has in the past been sympathetic to 21 year leases to community and sporting groups, the maximum permissible under the vesting order.

#### **Options**

Council has the following options available:

- 1) Council agree to enter in to a new the lease agreement with the Karratha Football and Sporting Club for Lot 4228 Tilbrook Close Millars Well for a period of 21 years at a peppercorn rental, with the Karratha Football and Sporting Club to remain responsible for all outgoings relating to the premises.

Or

- 2) That council agree to alternative leasing conditions as amended to the Karratha Football and Sporting Club.

**Policy Implications**

There are no relevant policy implications pertaining to this matter. However typically Council has been sympathetic to twenty one (21) year leases to community and sporting groups, the maximum permissible under the vesting order.

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

There are no financial implications resulting from this report.

**Conclusion**

The Karratha Football and Sporting Club Inc represent one of the two Australian Rules Football Clubs located in Karratha, the Karratha Kats. They have been playing at the Kevin Richards Memorial Oval (formerly Millars Well Oval) since 1985. After securing the lease for the land on lot 4228 and constructing their clubrooms they have continued to provide the community a friendly and enjoyable environment for club and match day functions as well as fundraising events.

**Voting Requirements**

Simple.

---

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14808**  
**MOVED** : **Cr Lewis**  
**SECONDED** : **Cr Rothe**

**That Council agree to enter in to a new the lease agreement with the Karratha Football and Sporting Club for Lot 4228 Tilbrook Close Millars Well for a period of 21 years at a peppercorn rental, with the Karratha Football and Sporting Club to remain responsible for all outgoings relating to the premises.**

**CARRIED**

---

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

**9.1.7 YMCA Perth Inc Proposal To Develop Community Purposes Site In Nickol**

<b>File No:</b>	<b>EC/5/9</b>
<b>Attachment(s)</b>	<b>Letter from YMCA</b>
<b>Responsible Officer:</b>	<b>Simon Kot Executive Manager Community Services</b>
<b>Author Name:</b>	<b>Simon Kot Executive Manager Community Services</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

---

**REPORT PURPOSE**

To consider a request for an extension of time from the YMCA Perth Inc to submit a Development Application for the purpose of constructing and managing a child care centre and other community purposes facilities in Delambre Drive, Nickol

**Background**

At its meeting held 16<sup>th</sup> February 2009 Council resolved to;

*Accept the Expression of Interest from the YMCA Perth for lease of the land in Delambre Drive, Nickol.*

*Invite the YMCA Perth to submit a development application for the purpose of constructing and managing a child care centre and other community purpose facilities in accordance with the requirements of the Shire of Roebourne Town Planning Scheme No 8 and negotiate a draft lease agreement for Council consideration.*

*Agree not to enter in to further discussions with a third party for use of the land for a period of 6 months.*

Council's decision to seek expressions of interest for the land was based on the need to provide land within Karratha that could enable various options to be considered to meet critical community infrastructure needs. The Expression of Interest from the YMCA Perth was the only submission received through the process. Council supported the proposal with the intent being to develop a Child Care Centre and other related community infrastructure.

**Issues**

In April 2009 the Federal and State Governments announced that land adjacent to the Tambrey Primary School, that is vested to the Minister for Education, had been chosen for the development of a 120 place Early Learning and Care Centre.

The joint initiative between State and Federal is a result of election commitments at a Federal level within the COAG agenda to address gaps in early learning in the 0-3 age group by co-location of long day care with primary schools.

The proposal to proceed on the Tambrey Primary School site has had implications on the progress of the YMCA proposal, most notably as Woodside Energy Ltd, who has entered in to a Memorandum of Understanding with the YMCA Perth to assist to deliver the proposal, determined that considerable value could be found should a broader Federal Government, State Government and Industry partnership proceed at Tambrey Primary School, and discussions have progressed along this line.

More recently the State Government has called for tenders to construct and manage the Tambrey Primary School Child Care Centre. Tenders were received in July and the State Government is currently considering its options to award both tenders and a decision is imminent. The YMCA Perth has submitted a tender to manage the Tambrey Primary School site. Should the YMCA Perth be successful it is likely to impact on its ability to develop the Nickol site however until such time as this decision is made, the YMCA wants to maintain its alternative option. The YMCA Perth has submitted to Council a request for a 3 month extension to its Development Application. Refer to attached correspondence. Woodside has provided its support to the request for extension.

Should Council agree to the extension and the YMCA not submit its Development Application it may be prudent for Council to again seek expressions of interest for lease of land to enable alternative proposals to be considered. Considering the investment in time that the YMCA Perth has made to date, its Memorandum of Understanding with Woodside Energy Ltd it is reasonable to grant a conditional extension.

### **Options**

Council has the following options available:

Agree to an extension up to 31<sup>st</sup> December 2009 for the YMCA Perth to submit a Development Application for the purpose of constructing and managing a child care centre and other community purpose facilities in Delambre Drive, Nickol.

Should no application be received, recall Expressions of Interest for the site

Or

Advise the YMCA Perth that Council does not support an extension of time and readvertise the Expression of Interest for lease of the land.

### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

### **Legislative Implications**

The Expression of Interest for lease of the land in Delambre Drive, Nickol was called in accordance with the requirements of section 3.57 of the Local Government Act (Functions and General) Regulations 1995. As only one Expression of Interest was provided Council determine that it could preclude a tender process and if in agreement, award a contract (lease) on that basis.

Should Council now elect not support the request for extension of time and recommence a process of again seeking interest then it will be required again to consider those applications, if received, before ultimately calling tenders if required.

### **Financial Implications**

There are no financial implications resulting from this report.

### **Conclusion**

Should Council agree to the extension and the YMCA not submit its Development Application it may be prudent for Council to again seek Expressions of Interest for lease of land to enable alternative proposals to be considered.

### **Voting Requirements**

Simple.

---

### **RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14809**  
**MOVED** : **Cr Vertigan**  
**SECONDED** : **Cr Lockwood**

### **That Council**

**Agree to an extension up to 31<sup>st</sup> December 2009 for the YMCA Perth Inc to submit a Development Application for the purpose of constructing and managing a child care centre and other community purpose facilities in Delambre Drive, Nickol.**

**Should no application be received by the due date, recall Expressions of Interest for the site**

**CARRIED**

---

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



We build strong **PEOPLE**  
strong **FAMILIES** strong **COMMUNITIES**

15 July 2009

The Chief Executive  
Shire of Roebourne  
PO Box 219  
Karratha WA 6714

SHIRE OF ROEBOURNE  
RECEIVED  
22 JUL 2009  
Action By:  
File No: EOI 03-2008 EC1519  
Document ID:

Dear Sir

**EOI – Community Purposes Site in Nickol (EOI 03 – 2008)**

I refer to the above EOI assessed at the Council Meeting of 16 February 2009. Council at that meeting resolved as follows

**RECOMMENDATION**

- That Council accept the Expression of Interest from the YMCA of Perth for the lease of land in Delambre Drive, Nickol.
- That Council invite the YMCA of Perth to submit a development application for the purpose of constructing and managing a child care centre and other community purpose facilities in accordance with the requirements of the of the Shire of Roebourne Town Planning Scheme No 8 and negotiate a draft lease agreement for Council consideration.
- That Council agree not to enter in to further discussions with a third party for use of the land for a period of 6 months

There has been an alternative childcare provision scenario involving the Commonwealth and State Governments funding a childcare centre on the Tambrey Primary School site with support from Woodside Energy Limited.

Woodside Energy Limited has indicated that their funding support will be only for one childcare facility and Woodside is not in a position to support either proposal.

Therefore your consideration is sought to extend the development application period and Council agreement not to enter in to further discussions with a third party for use of the land, as resolved, until there has been a clear determination of the Tender Process for the Tambrey Primary School site.

It is anticipated that a three month extension will be sufficient for YMCA Perth to proceed with the EOI Submission.

Yours sincerely

Ron Meil  
Chief Executive Officer  
YMCA Perth

**YMCA Perth**  
201 Star Street, Welshpool WA 6106  
PO Box 2165, Carleisle North WA 6101 Australia  
Telephone (08) 9473 6400 Facsimile (08) 9472 7522  
Email: perth@ymca.org.au www.perth.ymca.org.au



### 9.1.8 Budget Amendment For Archaeological Survey - Cossack

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

**Author Name:** Ellen Ngomamiti  
Acting Manager Community Development

**Disclosure of Interest:** Nil

---

#### REPORT PURPOSE

For Council to approve the expenditure of a Lotterywest grant of \$12,515 for an archaeological survey at Cossack.

#### Background

In 1996 the historic town site of Cossack was directly hit by severe cyclone Chloe. This resulted in storm surge flooding of a major part of the town site and unknown wind damage to the archaeological deposits which form a major component of the heritage of the place. While archaeological surveys were made in the early 1990s, significant cyclonic disturbance including flooding occurred in 1996.

In 2008, Gay Nayton, a historical archaeological consultant carried out a weekend surface survey of two heritage blocks at Cossack as a community-engagement in local archaeology project. In carrying out this 2 day survey she was supported by Soroptimists International of Karratha and Districts. Community members and school students also participated. In October 2008, Ms Nayton requested to carry out a further survey, again within the Cossack Heritage Precinct to coincide with Archaeology week. She asked that the Shire support this initiative by applying for funding. Her request was supported by a letter from the Heritage Council WA.

In November 2008, a grant application was submitted to Lotterywest and in June 2009, the Shire of Roebourne was notified that \$12,515 was allocated to the project. The funding represents the full cost of the project.

The project aims to:-

- survey changes to the surface artefacts on two heritage blocks prior to, and post the 1996 cyclone; (Ms Nayton had surveyed the blocks in 1992 as part of her Honours thesis so this was to be a comparative study)  
And
- provide valuable educational experiences for local youth.

Between the 20<sup>th</sup> and 25th October 2009, it is proposed that the archaeologist will:-

- Inspect all areas covered by previous historical archaeological surveys within and immediately around the town site (but not including land owned by local land holders)
  - Compare current areas/types of surface material against previously mapped areas
  - Record any areas of difference found
-

- Produce a map of the current visual surface material by combining and modifying current and past information
- Assess the impact of the most recent cyclonic event on the condition and authenticity of archaeological deposits associated with the historic township of Cossack
- Provide a conservation report on the current state of the archaeological record of the town site as assessed from the inspection survey of surface material with recommendations for further conservation works (if necessary) to stabilize deposits.

The Shire of Roebourne will receive a copy of the report.

### **Issues**

The survey was initially to be carried out in May 2009 but the funding notification occurred in June.

The \$12,515 grant and corresponding expenditure was not included in the 2009/10 budget. The survey is scheduled to take place in the last week of October 2009.

### **Options**

Council has the following options available:

1. Council to agree to receipt of the Lotterywest grant of \$12,515 to enable the archaeological survey at Cossack Historic Townsite

And

2. Create Income account number 332205 “Grant – Cossack Archaeological Cyclone Impact Survey and Expenditure account number 332705 “Cossack archaeological Cyclone Impact Survey” for income and corresponding project expenses and amend the budget accordingly.

Or

Council resolve not to accept the Lotterywest grant for the project

### **Policy Implications**

There are no relevant policy implications pertaining to this matter

### **Legislative Implications**

Heritage Council approval has been sought to the survey.

### **Financial Implications**

A budget amendment resolved by Absolute Majority will be required.

### **Conclusion**

Nil

### **Voting Requirements**

Absolute.

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14810**  
**MOVED** : **Cr Hipworth**  
**SECONDED** : **Cr White-Hartig**

**That Council agree to receipt of the Lotterywest grant of \$12,515 to enable the archaeological survey at Cossack Historic Townsite**

**And**

**That Council create Income account number 332205 “Grant – Cossack Archaeological Cyclone Impact Survey and Expenditure account number 332705 “Cossack archaeological Cyclone Impact Survey” for income and corresponding project expenses and amend the budget accordingly.**

**CARRIED**

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

### 9.1.9 Draft Master Plan For Development Of The Karratha Learning And Leisure Precinct

<b>Separate Attachment(s)</b>	<b>Draft Master Plan Concept Drawing</b>
<b>Responsible Officer:</b>	<b>Simon Kot Executive Manager Community Services</b>
<b>Author Name:</b>	<b>Simon Kot Executive Manager Community Services</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

---

#### REPORT PURPOSE

To receive the initial draft Master Plan Concept drawing for the Karratha Learning and Leisure Precinct.

#### Background

The State Government announced a \$46m commitment as part of its 2009/2010 Budget to relocate the balance of the Karratha Senior High School (Year 8 -10) to the current 31 hectare Pilbara TAFE site located on Reserve 34105 on Dampier Highway, Karratha. The High School project is anticipated for completion in 2012 and is the second stage in the development of the education precinct that is in addition to the Karratha Campus of Pilbara TAFE.

As part of Karratha 2020 Vision and Community Plan, Council endorsed a strategy to investigate expanding the education precinct to incorporate the Shires key community recreation infrastructure to form a Learning and Leisure Precinct. Principally it was recommended that a joint development with the state government could enable Karratha to develop a state of the art Precinct at the school site embracing the following components.

- Walkington theatre and amphitheatre
- Community Library
- New school performing arts venue
- Indoor sports courts (multi-purpose)
- Joint Use Covered sports courts (netball and basketball)
- Tennis facilities
- Fitness facilities / gymnasium
- Other elements for community meeting, function and activity
- Sports ovals, with lighting and Clubroom
- Swimming pool with lap and leisure water

#### Master Planning Process

In June 2009 the Department of Education and Training (DET), at its cost, engaged James Christou and Associates as architects for the provision of advisory services, including

---

project planning and definition, site investigation, preliminary concept design and site master planning services for the Learning and Leisure precinct project.

The Architect's specific scope of services has been to undertake consultation workshops with the project stakeholders, identify the project requirements and prepare a project brief, identify the joint-use / shared opportunities between education and recreation facilities, schedule the required facilities, prepare a master plan, co-ordinate cost planning assessment and participate in stakeholder reviews of the proposal.

The consultative process adopted to date in developing the draft master plan has included;

Analysis, with Shire officers, Councils draft Community Facility Design / Component Brief, as endorsed by Council in July 2008.

Analysis of DET staff on the high school facility design brief

Workshops with DET, Pilbara TAFE, Curtin University and the Shire.

Meetings with key stakeholders including FESA, Landcorp, the Department of Sport and Recreation, Building Management and Works and Woodside.

To further explore potential site issues a briefing session was held for Councillors and the Executive Management Group on the 2<sup>nd</sup> September. The draft plan was also presented at a design brief meeting with several community sporting organisations as part of the Bulgarra Master Plan implementation agenda on the 6<sup>th</sup> September.

In principle Pilbara TAFE and the DET have indicated support to the Plan with formal approvals currently being sought.

At the time of this report preparation that final Master Plan report and summary of consultations was not complete.

#### Overview of Draft Community Facility Design / Component Brief

Following on from the extensive consultation as part of the Karratha 2020 project, previous discussions with community and key stakeholders on possible redevelopment of the Karratha Aquatic Centre and in the development of the Bulgarra Master plan, the Council at its July 2008 Meeting endorsed a draft design brief to form the basis for discussions with the Department of Education and Training on the possible development of a Leisure and Learning Precinct.

The Draft Facility Design Brief, in summary included;

2 court indoor sports hall with option to extend to a third

Indoor change rooms

indoor centre amenities

2 external covered courts available as school assembly area,

Administration areas

Manager's office

Reception, lobby, foyer with access to indoor and outdoor café areas  
Crèche / Before and After School Care  
Indoor children's play space  
Gymnasium / Fitness centre and Aerobics room  
3 Squash Courts  
Commercial Tenantable Space  
Activity/Meeting Room  
Function meeting space  
Internal public toilets  
Water-Space

- lane x 50m pool,
- 500m<sup>2</sup> leisure water
- Spa 15m<sup>2</sup>, Whirlpool 25m<sup>2</sup>, Splash pad 150m<sup>2</sup>
- Shade covers over leisure water

Plant Room(s)  
Landscaping - Shade areas, BBQ area, and Oasis concept  
Outdoor Change rooms  
First Aid Room  
Storage (internal)  
School staff offices  
Playing Fields - 2 full sized playing fields 175m x 145m each  
6 Tennis courts  
4 Outdoor Basketball/Netball courts  
Parking for 250 bays with additional to school and bus bays

The draft Master plan concept drawing, as attached, depicts the components of the above facility brief in full, with some minor modifications. In principle the plan indicates for the first time that vision that was depicted in the Karratha 2020 Plan can be developed on the site.

#### Funding Model

At its meeting held in December 2008, Council endorsed the Karratha 2020 Plan. It also resolved to submit a funding proposal to the State Government seeking a \$20m contribution to the development of the Karratha Leisure and Learning precinct in accordance with the State Governments Royalties for Regions Scheme. In May 2009 the State Government announced that the Shire was successful and has since entered in to a financial agreement for \$20.3m. The funding agreement is based on a joint development approach with the DET.

The proposed Leisure Precinct funding model presented to Council at the December 2008 Meeting for Stage 1, which was estimated as \$40m, included

Local Government - \$11.5m  
State Government - \$20m Royalties for Regions  
Other State Government - \$2m  
Industry – \$2.5m

Federal Government – \$4m

The total indicative development budget prepared for the project as identified in the Karratha 2020 Plan was \$57m based on a staged approach.

A more detailed estimate of the project cost has been commissioned from Quantity Surveyors Ralph Beattie Bosworth, as selected from the State Governments preferred tender panel. A copy of the revised estimate is due in the coming weeks which will firm the cost.

To date the key components that have been identified for joint State and Local Government development and funding include;

- the Twin Pitch / AFL Oval
- the multi-use covered external courts
- 1 indoor Sports Hall
- 6 tennis courts

It should also be noted that in addition to these joint facilities that DET will develop the Health & Physical Education staff classroom and the school oval. Car parking, the extended roadway and drop-off and pick-up, modifications and extension of the existing car parking to facilitate buses and new bus turn-around would also be costed to DET.

### **Issues**

As the draft Master Plan Concept drawing has only recently been developed, to date broader community consultation has not occurred. In order to engage the community in the master plan process it is intended that a detailed consultation occur. It is therefore recommended that during this consultation period a series of community workshops and presentations would occur with the Architects in attendance to gauge the communities' interest and support for the proposed development.

The Master Plan report including the summary of stakeholder consultation and the Quantity Surveyor report are now due to be received and assessed to enable Council to make an informed decision at the October Council meeting where endorsement of the Master Plan or otherwise will be sought. The need to commit to the Master plan will be critical at this meeting if the Shire is to continue to progress in partnership with the State Government and meet its objective to complete the Master Planning and Concept design stage for the Precinct in the 2009/2010 financial year, as outlined in the Shires draft Strategic Plan priorities.

### **Options**

Council has the following options available:

1. Receive the draft Master Plan concept drawing for the purpose of commencing a process of community consultation.

Or

2. Endorse the Karratha Learning and Leisure Centre Master Plan as presented and commence the Concept Design and Detailed Management Planning for the site.

**Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

There are no financial implications resulting from this report. Council has allocated a sum of \$130,000 in the 2009/2010 Budget for planning, design work associated with the project

**Conclusion**

It is difficult to seek formal endorsement to the project without the balance of reports and initial Quantity Surveyor reports which could significantly impact the funding model for the project. It is therefore recommended that Council engage the community on the plan and present a more detailed assessment of the project to Council at the October Meeting.

**Voting Requirements**

Simple.

---

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : 14811  
**MOVED** : Cr Lally  
**SECONDED** : Cr Hipworth

**The Council receive the draft Master Plan concept drawing for the purpose of commencing a process of community consultation.**

**CARRIED**

---

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



## 9.2 LIBRARY SERVICES

### 9.2.1 Licence Agreement Karratha Community Library

**Separate Attachment(s)**      **Licence Agreement Karratha Community Library**

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

**Author Name:**                    **Simon Kot**  
   **Executive Manager Community Services**

**Disclosure of Interest:**        **Nil**

---

#### REPORT PURPOSE

To endorse the Licence Agreement, as attached, for the Karratha Community Library

#### Background

The Shire of Roebourne has a licence agreement with Pilbara TAFE (TAFE) for the provision of the joint TAFE and Community Library service in Karratha since the facilities construction in 1990

The licence agreement (the Agreement) is based on a series of mutually beneficial principles, namely;

Pilbara TAFE manage the library on behalf of students and the community

The Karratha Community Librarian position manages the Karratha Community Library and Councils Library Services at Roebourne, Dampier and Wickham including selection of resources and staff management

The Karratha Community Librarian acts as the Regional Librarian for the West Pilbara

Both parties contribute equitably (approx 50/50) to the operating cost of the Karratha Library.

In 2006 the Department of Education and Training (DET) commenced construction of the new Karratha High School, Year 11 and 12 facilities, at the Pilbara TAFE site. This development and in particular the need for the High School to access a library service commenced a process of review of the existing agreement and ultimately led to consideration to develop a new joint use licence agreement.

The proposed new licence agreement, provided as a separate attachment, is the culmination of three years negotiation between Pilbara TAFE, the Department of Education and Training and the Shire. The Agreement sets out a new staff and resource operating model for the Karratha Community Library whilst maintaining Pilbara TAFE's substantive role as the manager of the facility and its operations. The Agreement builds on the previously successful licence agreement between Pilbara TAFE and the Shire and integrates DET consideration to use and operations on the site.

Council is now required to consider the Licence Agreement for endorsement and implementation.

## **Issues**

The key issues associated with the new Agreement include;

### School access during standard opening times

As part of constructing the new facilities to accommodate the High School students, DET has constructed an additional Library Resource Centre connected to the existing Library building. The resource centre is designed to accommodate structured student sessions, fitted with IT equipment and resources to assist. Outside of school hours the facility is available for community use. To support the current staff structure DET will provide at its cost an additional 2 FTE to assist and support the student learning environment. As a consequence of this approach it is anticipated that the impact of increased patronage during normal opening hours will be minimal.

### Resources and Space

DET typically allocates resources appropriate to the number of students on campus when constructing a new High School. The additional resources included in this Agreement include;

\$30,000.00 towards the library automation system

Library resources for use by Years 11 and 12 students from the Karratha Senior High School library fiction and non-fiction resource collection and money to purchase new library resources (inclusive of fiction, non-fiction, magazine and online subscriptions, print resources and a television and DVD player with trolley) for use by Years 11 and 12 students of the School;

Computers and a printer and scanner for student use in the Library Resource Centre; and furniture including a staff desk, conference tables and chairs for the Library Resource Centre and additional shelving for the new library resources referred to in Recital G(ii).

An additional 2 FTE to the Library management staff structure.

### Cost Share

A revised and detailed cost share agreement is included as Annexure A in the Licence Agreement. In summary DET will contribute solely to the additional staff and provision of select resources for the Library Resource Centre. The balance of the operations will be shared between the State and Local Government as per the previous agreement. No detailed budget has been presented for the first year operations of the facility but both Shire Officers and Pilbara TAFE have indicated in principle that each others contributions to the new agreement will be maintained at current financial levels.

### Future Development Impacts

The future relocation of Year 8, 9 and 10 to the campus in 2012 will not impact on the Karratha Community Library during school opening times. The current model proposed identifies the Year 8, 9 and 10 cohort operating from a new school library facility, whereas the existing Year 11 and 12 students will continue to access the Karratha Community Library.

### Local History Office

As part of the construction program Council agreed to contribute \$94,000 from its' 2008/2009 Budget to the extension and fit out of the Local History storage space. The formalisation of the agreement provides certainty and responsibility to the ongoing Shire provision of this community service.

### Ongoing Management and Term

The Agreement sets forth a new Management Committee structure inclusive of the DET in the responsibility for the strategic decision making as it impacts the facility. The first meeting was held in June 2009 and the Committee is currently preparing for the transition of students and staff to the site in October 2009.

The length of tenure for the new Agreement is 5 years with three additional terms up to 21 years in accordance with the maximum permissible under the Vesting Order.

### **Options**

Council has the following options available:

Endorse the Licence Agreement for the Karratha Community Library as attached and authorise the Chief Executive Officer and the Shire President to execute the Licence Agreement; and

Notes that the previous Licence Agreement will be superseded upon the signing of the new Licence Agreement.

Or

Endorse the Licence Agreement as amended.

### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

### **Financial Implications**

The expenditure is in accordance with the budget.

### **Conclusion**

The Licence Agreement is a significant partnership between the State and Local Government in the provision of library services to the Pilbara TAFE and broader community.

### **Voting Requirements**

Simple.

---

**RECOMMENDATION**

**Endorse the Licence Agreement for the Karratha Community Library as attached and authorise the Chief Executive Officer and the Shire President to execute the Licence Agreement; and**

**Notes that the previous Licence Agreement will be superseded upon the signing of the new Licence Agreement**

---

**COUNCIL RESOLUTION**

**Res No : 14812**

**MOVED : Cr Cechner**

**SECONDED : Cr Vertigan**

**Endorse the Licence Agreement for the Karratha Community Library as attached and authorise the Chief Executive Officer and the Shire President to execute the Licence Agreement with amendments to the Termination of Agreement clause; and**

**Notes that the previous Licence Agreement will be superseded upon the signing of the new Licence Agreement**

**CARRIED**

---

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

**AGAINST : Nil**

## **10 TECHNICAL SERVICES**

### **10.1 TECHNICAL SERVICES**

#### **10.1.1 Speed Zoning On Balmoral Road**

**Responsible Officer:** Troy Davis  
Executive Manager Technical Services

**Author Name:** Fiona Kenyon  
Manager Technical Services

**Disclosure of Interest:** Nil

---

#### **REPORT PURPOSE**

To seek Council's approval for the alteration of speed limits along Balmoral Road, Karratha.

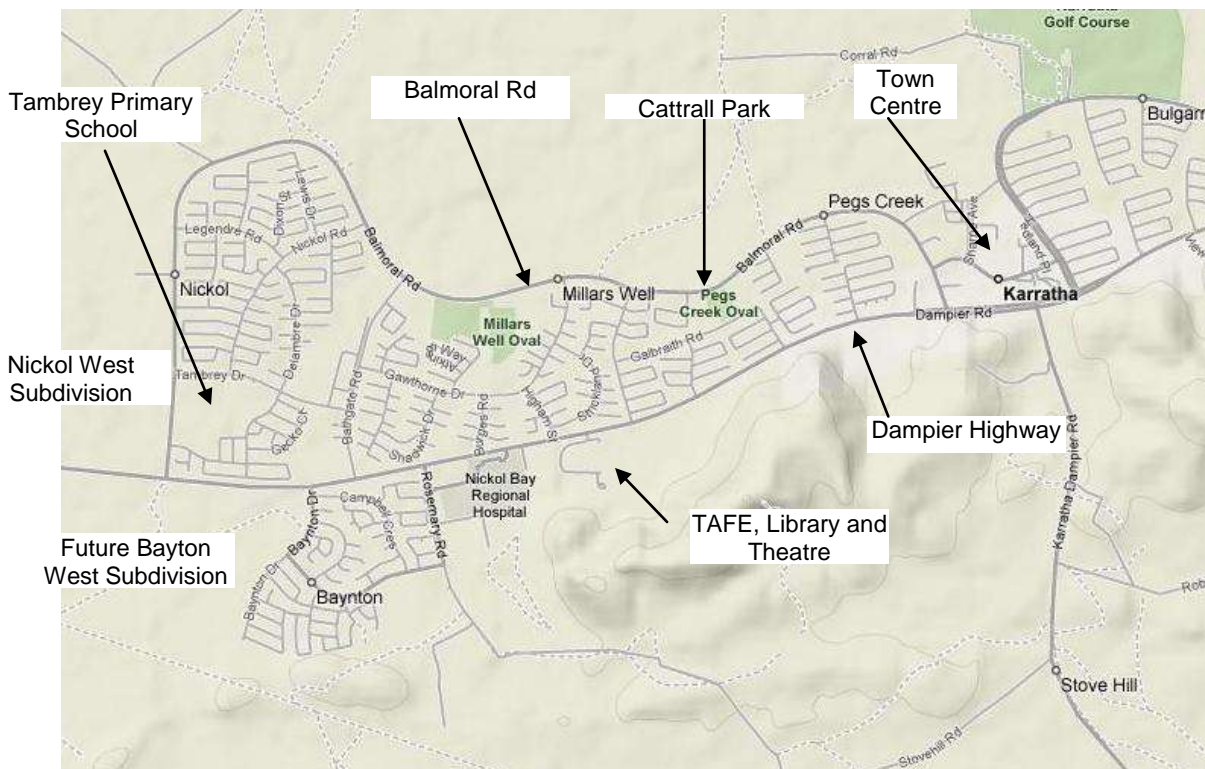
#### **Background**

In March 2008 Council received a request from Main Roads Western Australia and the West Australian Police Service for Council to consider a reduction of speed limits along Balmoral Road to 60 km/hr zone from the town centre to just past the Gawthorne Drive intersection and a reduction to 60km/hr along Balmoral Road West. Main Roads WA had reviewed the speed zones along Balmoral Road in accordance with the warrants under AS1742.4 and found the function of the road, adjacent roadside developments, the number and type of side street junctions, reported crash data and the actual speed of the majority of users all lent themselves to a reduced speed environment. As Balmoral Road is under Council jurisdiction Council are required to give approval prior to any alteration in speed limit being undertaken.

The West Australian Police Service requested a further reduction to 60 km.hr along the entire length of the road. Although this reduction was not supported by Main Roads WA, this request was considered worthy of consideration due to the number of crashes along this stretch of road and that Bathgate road, Nickol Road and the Balmoral Road Caravan Park all have accesses in this area and vehicles will be accelerating or decelerating through this zone should only the initial request be endorsed.

A Council report regarding this matter was presented in May 2008 where council resolved:

***“That the matter lay on the table until the 16 June 2008 Ordinary council meeting so that further information can be provided”***



**Issues**

As a member of our Panel of Providers, Opus was engaged to provide an independent assessment of the speed environment along Balmoral Road. They were to give due consideration to traffic and crash data as well as the local environment including adjacent site development, service provision (ie schools, shops and parks) and the position of the road within the road hierarchy in their determination of the most appropriate speed limit(s).

Opus have observed that there have been very few recorded crashes to date along the Western part of Balmoral Road between the intersection of Dampier Highway and Legendre Road however they recommend the speed limit be reduced to 60 km/hr in this area considering the increase in roadside development and the fact that the 85<sup>th</sup> percentile speed recorded matches this proposed reduction in speed limit. This recommendation is support by Main Roads Western Australia, the Western Australia Police Service and local residents who have forwarded their concerns about children crossing from the Nickol West Development to attend the Tambrey Primary School.

The recommendation from Opus for the remainder of Balmoral Road is to leave it at 80 km/hr as the road has a relatively low crash rate when compared to other rural roads, the recorded 85<sup>th</sup> percentile speed is within the posted speed limit and there is little adjacent site development fronting the road. This recommendation is not supported by the Western Australian Police Service who have indicated their support to reduce the speed limit along the entire road to 60 km/hr and believe that crash data would support this. Analysis of this data found that 46% of crashes in this section occurred during night time or at dawn or dusk, indicating the problem may be rectified by improving night-time delineation and visibility rather than altering speed limits.

**Options**

Council has the following options available:

1. Endorse the request by Main Roads Western Australian and the West Australian Police Service to reduce the speed zones along Balmoral Road to 60km/hr
2. Endorse the recommendation to reduce the speed zones along Balmoral Road to 60 km/hr from Dampier Highway to Legendre Road
3. Do not alter the speed zones along Balmoral Road

### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

### **Financial Implications**

There are no financial implications resulting from this report.

### **Conclusion**

The speed environment at the western end of Balmoral Road from Dampier Highway to Legendre Road has significantly altered over the last few years and the area now meets the warrants specified by AS1742.4 for a 60 km/hr speed zone. This reduction is supported by local residents, Main Roads and the Police.

The remainder of Balmoral Road from Legendre Road to the town centre is predominately an 80 km/hr speed zone and traffic count data shows the 85<sup>th</sup> percentile speed to be within this limit. Although the Police recommend the reduction in speed zone, the reduction is not supported by warrants and it may be possible that an investigation into the visibility and delineation along this section will provide a better outcome in crash reduction than altering the speed zone.

### **Voting Requirements**

Simple.

---

### **RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : 14813  
**MOVED** : Cr Cechner  
**SECONDED** : Cr Lally

1. That Council endorse the reduction of speed zone along Balmoral Road (West) to 60 km/hr between Dampier Highway and Legendre Road
2. That Council support a crash study into the section of Balmoral Road between Legendre Road and Warambie Road with reference to night time delineation and visibility

**CARRIED**

---

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

Cr Vertigan voted against this motion as she would prefer the option of reducing the speed limit to 60km per hour from Dampier Highway to Tambrey Drive only.

## 10.2 AIRPORT

### 10.2.1 Extension Of Temporary Lease - Lot 8 Karratha Airport

**Responsible Officer:** Troy Davis  
Executive Manager Technical Services

**Author Name:** Chris Fox  
Airport Manager

**Disclosure of Interest:** Nil

---

#### REPORT PURPOSE

The purpose of this report is for Council to consider a request from Jayrow Helicopters for a 2-month extension to their temporary lease arrangements on Lot 8 – Karratha Airport

#### Background

Council approved a temporary lease for Jayrow Helicopters to lease Lot 8 at Karratha Airport, at the Council Meeting held on 20 April 2009 :

#### **RECOMMENDATION/COUNCIL RESOLUTION**

**Res No : 14605**

**MOVED : Cr Hipworth**

**SECONDED : Cr Cechner**

***That Council approves the temporary lease of Lot 8 at Karratha Airport, to Jayrow Helicopters, for the monthly rental fee of \$4,299 per month (inclusive of GST).***

Jayrow Helicopters have a current lease for Lots 32/33 at Karratha Airport where they are developing a permanent office and hangar facility, located at the western end of the aerodrome.

This extension request is required to allow them to continue to operate, as their existing temporary approval expires 21 September 2009.

#### Issues

Lot 8 was subject to an item tabled at Council on 17 August 2009, proposing a long term lease to the Kitson Group for development of a hangar facility. This proposal was rejected on the basis of terms.

Since that meeting, there has been interest in the lot from another party, so the decision has been made to tender for the long term lease of the land, in accordance with Section 3.58 of the Local Government Act (1995).

This extension for Jayrow Helicopters will allow them to continue to operate whilst the tender process for a long term lease is conducted.



**Options**

Council has the following options available:

1. Approve a 2-month extension for Jayrow Helicopters for Lease of Lot 8.
2. Not approve a 2-month extension for Jayrow Helicopters for Lease of Lot 8.

**Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

There are no financial implications resulting from this report.

**Conclusion**

The request from Jayrow Helicopters to extend their temporary arrangements for the use of Lot 8 appears reasonable in nature and allows tenders for a long term lease of the site to be conducted and finalised.

**Voting Requirements**

Simple.

---

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14814**  
**MOVED** : **Cr Hipworth**  
**SECONDED** : **Cr Lockwood**

**That Council approves an extension by 2 months, to the temporary lease of Lot 8 at Karratha Airport, to Jayrow Helicopters, for the monthly rental fee of \$4,299 per month (inclusive of GST), to expire on 21 November 2009.**

**CARRIED**

---

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

**10.2.1 Tender G02-09-10 - Supply Of Food, Drink And Other Products - Tien Tsin Inne, Karratha Airport****Separate Attachment(s)**      **Evaluation and Recommendation Report (Confidential)****Responsible Officer:**      **Chris Fox**  
**Airport Manager****Author Name:**              **Troy Davis**  
**Executive Manager Technical Services****Disclosure of Interest:**      **Nil**

---

**REPORT PURPOSE**

The purpose of this report is for Council to consider the tenders received for Tender G02-09-10 – Supply of Food, Drink and other products – Tien Tsin Inne – Karratha Airport.

**Background**

The Tien Tsin Inne is the Council-owned bar and café facility operating from within the Karratha Airport. As the airport has grown significantly in recent times, the expenditure on food, drink and general stock items has risen above the tender limit of \$100,000 required under the Local Government Act (1995). A decision was made by Council officers to call for tenders for the supply of stock.

The tender calls for a 2-year contract term with the option of a 1-year extension.

Tenders were advertised in the West Australian on August 22, 2009 and Pilbara News on August 26, 2009.

Two (2) tenders were received prior to the closing date and time of 2:00pm on Wednesday September 2, 2009.

Tenders were received from the following companies :

1. Parry's Merchants
2. Coles Supermarkets Australia Pty Ltd

**Issues**

Tenders were evaluated by a 3 person panel consisting of :

Airport Manager  
Airport Operations Co-ordinator  
Manager Tien Tsin Inne

The tenders were firstly assessed for compliance with the documents. The tenders were then assessed total on price, which made up 100% of the criteria.

A copy of the Evaluation and Recommendation Report is attached.

**Options**

Council has the following options available:

1. Accept the tender from Parry’s Merchants for the supply of food, drink and other product to the Tie Tsin Inne at Karratha Airport.
2. Select an alternative tender, or
3. Not accept any tenders.

**Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

Tenders were called in accordance with the requirements of Section 3.57 of the Local Government Act and associated Local Government (Functions and General) Regulations.

**Financial Implications**

The expenditure is in accordance with the budget.

**Conclusion**

Based on the tender assessment the Panel believes that Parry’s Merchants provides the best outcome for Council.

**Voting Requirements**

Simple.

---

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14815**  
**MOVED** : **Cr White-Hartig**  
**SECONDED** : **Cr Vertigan**

**That Council accept the tender from Parry’s Merchants for tender G02-09-10 for the supply of food, drink and other products for the Tien Tsin Inne at Karratha Airport, for a contract period of 2 years commencing 1 October 2009, plus the option of a 1-year extension.**

**CARRIED**

---

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

### **10.2.2 Tender G02-09-10 - Supply Of Alcoholic Products - Tien Tsin Inne, Karratha Airport**

**Separate Attachment(s)**      **Evaluation and Recommendation Report (Confidential)**

**Responsible Officer:**      **Chris Fox**  
**Airport Manager**

**Author Name:**              **Troy Davis**  
**Executive Manager Technical Services**

**Disclosure of Interest:**      **Nil**

---

#### **REPORT PURPOSE**

The purpose of this report is for Council to consider the tenders received for Tender G03-09.10 – Supply of Alcoholic Products – Tien Tsin Inne – Karratha Airport.

#### **Background**

The Tien Tsin Inne is the Council-owned bar and café facility operating from within the Karratha Airport. As the airport has grown significantly in recent times, the expenditure on alcoholic stock items has risen above the tender limit of \$100,000 required under the Local Government Act (1995). A decision was made by Council officers to call for tenders for the supply of stock.

The tender calls for a 2-year contract term with the option of a 1-year extension.

Tenders were advertised in the West Australian on August 22, 2009 and Pilbara News on August 26, 2009.

Two (2) tenders were received prior to the closing date and time of 2:00pm on Wednesday September 2, 2009.

Tenders were received from the following companies :

1. Karratha Tavern
2. Coles Supermarkets Australia Pty Ltd

#### **Issues**

Tenders were evaluated by a 3 person panel consisting of :

Airport Manager  
Airport Operations Co-ordinator  
Manager Tien Tsin Inne

The tenders were firstly assessed for compliance with the documents. The tenders were then assessed total on price, which made up 100% of the criteria.

A copy of the Evaluation and Recommendation Report is attached.

**Options**

Council has the following options available:

- 4. Accept the tender from Karratha Tavern for the supply of food, drink and other product to the Tie Tsin Inne at Karratha Airport.
- 5. Select an alternative tender, or
- 6. Not accept any tenders.

**Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

Tenders were called in accordance with the requirements of Section 3.57 of the Local Government Act and associated Local Government (Functions and General) Regulations.

**Financial Implications**

The expenditure is in accordance with the budget.

**Conclusion**

Based on the tender assessment the Panel believes that Karratha Tavern provides the best outcome for Council.

**Voting Requirements**

Simple.

---

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14816**  
**MOVED** : **Cr Lally**  
**SECONDED** : **Cr Vertigan**

**That Council accept the tender from Karratha Tavern for tender G03-09-10 for the supply of alcoholic products for the Tien Tsin Inne at Karratha Airport, for a contract period of 2 years commencing 1 October 2009, plus the option of a 1-year extension.**  
**CARRIED**

---

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

## **11 DEVELOPMENT SERVICES**

### **11.1 ENVIRONMENTAL HEALTH**

#### **11.1.1 Java Van - 12 Month Stallholder Approval**

<b>File No:</b>	<b>EC/3/11</b>
<b>Attachment(s)</b>	<b>Application Form - Refer to I82889</b>
<b>Separate Attachments</b>	<b>Petition in support of Java Van - Refer to I83138</b>
<b>Responsible Officer:</b>	<b>Joel Gajic</b> <b>Acting Executive Manager Development Services</b>
<b>Author Name:</b>	<b>Craig Watts</b> <b>Manager Environmental Health</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

---

This item was brought forward to Public Question Time and dealt with then.

---

**11.1.2 Mt Welcome Homestead - House Unfit For Human Habitation**

<b>File No:</b>	<b>EC/6/5</b>
<b>Separate Attachment(s)</b>	<b>Letter to Pilbara Population Health</b>
<b>Responsible Officer:</b>	<b>Joel Gajic Acting Executive Manager Development Services</b>
<b>Author Name:</b>	<b>Craig Watts Manager Environmental Health</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

---

**REPORT PURPOSE**

To declare the Mount Welcome Homestead and associated outbuildings as being 'Unfit for Human Habitation' as per Section 135 of the *Health Act 1911*; therefore, requiring that the owners and occupiers of the premises cease occupation.

**Background**

The Mount Welcome Homestead situated at Lot 108 Hampton Street (South) is a well known Roebourne landmark. It is also known as "Munda Miya" and has been referred to as Mount Welcome Station House or "Weerina". It was constructed in the 1880's and is listed on the Shire of Roebourne's Municipal Heritage Inventory. The area surrounding the Homestead includes outbuildings, a workshop and two small iron buildings which provided housing for aboriginal workers during its time as the Station House. Munda Miya is seen as an area of significance to the people of Roebourne.

Once a well managed operational livestock station, it is now in an extremely poor state of repair. The homestead has been the subject of several investigations, reports and countless meetings regarding both the structural and heritage aspects and more importantly, the wellbeing of its inhabitants. Currently there are approximately 15-20 persons residing on the premises.

In October 2008, the Shire wrote to the Public Health Physician at the Pilbara Population Health Unit (PPHU) requesting that she as Medical Officer of Health direct the Shire to arrange for the cleansing of the premises and then provide state assistance to the Shire to undertake these works. To date the Shire has not received any formal response from PPHU or assistance.

**Issues**

The environmental health standards at the homestead can only be described as very substandard. The property is not currently provided with potable water, sewer or power which has led to the unhygienic state of the premises. The bedding and furniture used by residents is never cleaned and the general state of the property is run down and very unhygienic. Rubbish lies throughout the property including broken glass and food scraps which encourages stray dogs, flies and other vectors of disease. There is a clear and direct link between the poor standard of accommodation and the ill health of the residents. The homestead and associated buildings do not meet the minimum housing standards specified in the *Health Act* or the Shire of Roebourne Health Local Laws 1996.

Shire Officers attended a meeting on 25 August 2009 which included senior representatives of Department of Indigenous Affairs, Department of Housing and Works, Aboriginal Legal Service, and Marwarnkarra Aboriginal Health Service to work out a strategy to assist the occupiers of the Mount Welcome Homestead. While all participants, including the Shire, were sympathetic to the plight of the occupants, there needs to be decisive action to start the process of moving the occupants to more suitable accommodation. Similar meetings to discuss housing options available have been conducted over the past twelve months with little action to rectify this issue. The participants at the meeting were in support of this action by the Shire as a means of commencing the relocation of the residents to more suitable accommodation.

Section 135 of the *Health Act* enables the Local Government of its own accord, or under the direction of the Executive Director, Public Health to declare a house as being unfit for human habitation. The definition of a "House" in the Act is very broad and includes the outbuildings on the property. The Manager Environmental Health has contacted the Environmental Health Division of the Department of Health (WA) to seek a direction from the Executive Director, Public Health for the Shire to declare the premises unfit for habitation. This direction would support the Shires current view and provide additional weight for state government departments to act. Irrespective of whether the Executive Director, Public Health provides this direction, the Shire has a legislative obligation to act in this instance.

When the initial correspondence was forwarded to the PPHU, there was some confusion as to the ownership of the property as any Notice declaring the premise unfit for human habitation must be served on both the owners and occupiers of the premises. This matter has now been resolved.

On 31 August 2009, Shire Officers met with the Chief Executive Officer of the Ngarluma Aboriginal Corporation which owns a 50% share in Mt Welcome Pastoral Co. Pty Ltd, the "owner" of the land. When advised of the Shires intentions to declare the premises as unfit for human habitation, NAC were supportive of this action, provided that accommodation could be found for the residents. This would also assist their long term goals for the site, to secure and then repair the premises back to a habitable state.

Shire officers have discussed re-housing the residents with the Department of Indigenous Affairs who have indicated that are progressing a plan to construct transportable dwellings on existing vacant residential zoned lots within the "village" area of Roebourne. They are also in discussion with the Department of Health (WA) requesting a direction be served.

The Notice could be served either after receiving the Executive Director, Public Health direction or upon resolution of Council, but can be structured to allow the Department of Indigenous Affairs the time necessary to provide the alternate accommodation.

Ngarluma Aboriginal Corporation have correspondence from a structural engineer confirming that the residence, even in its current state of disrepair, is sound. This supports the 2005 advice of the Manager Building Services who indicated that the structure was sound, however required minor works. As such there not a current need to serve a Section 137 Notice under the *Health Act* requiring the premises to be repaired or demolished.



**Options**

Council has the following options available:

- 1) To undertake no action.
- 2) To undertaken no action until such time as the Executive Director, Public Health issues a direction for the Shire to declare the premises unfit for habitation.
- 3) To declare the premises and associated outbuilding as being unfit for habitation, requiring the owners and occupiers of the Mount Welcome Homestead to relocate to suitable alternative accommodation within three [3] months, and to work with key agencies and stakeholders to progress a rehousing initiative.

**Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

The Shire may be in breach of its obligations under the *Health Act* should no action be taken.

**Financial Implications**

There are no financial implications resulting from this report.

**Conclusion**

The living conditions of the persons residing at the Mount Welcome Homestead and associated outbuildings are very sub standard, and are in breach of the Health Act and the Shire of Roebourne Health Local Laws. Given the seeming inability for the owners of the premise to address the homesteads' state of repair and take responsibility for its inhabitants, the premises should be declared unfit for human habitation by the Shire. The issue of such a Notice is supported by the key agencies with responsibilities pertaining to the welfare of the homesteads' residents.

**Voting Requirements**

Simple.

---

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14817**  
**MOVED** : **Cr Cechner**  
**SECONDED** : **Cr White-Hartig**

**That Council –**

- 1. Direct the Manager Environmental Health to serve a Section 135 Notice under the *Health Act 1911* declaring the Mount Welcome Homestead and associated outbuildings as being unfit for human habitation.**
- 2. Support the continued actions by Shire staff to work with the Department of Indigenous Affairs, Department of Housing and Works and other stakeholders in progressing the construction of alternative accommodation to rehouse the existing residents of Mt Welcome Homestead.**

**CARRIED**

---

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

**Cr Lewis and Hipworth declared a financial interest in this item and left Chambers.**

### **11.1.3 Request For Funding To Replace Sentinel Chicken Coop**

**File No:** EC/3/14

**Attachment(s)** Quote from Karratha Contracting, Plan of proposed chicken coop

**Responsible Officer:** Joel Gajic  
Acting Executive Manager Development Services

**Author Name:** Craig Watts  
Manager Environmental Health

**Disclosure of Interest:** Nil

---

#### **REPORT PURPOSE**

To advise Council of the need to replace the existing sentinel chicken coop located at the Cowle Road depot and to seek \$32450 (inclusive of GST) for the removal and replacement of the existing coop.

#### **Background**

The current chicken coop was constructed by the Shires Pest Control Officer in 2002. In late 2008 the Shire's chicken coop was declared an occupation health and safety hazard to both the depot staff who fed and maintained the chicken flock and to the Environmental Health Officers who undertook the bleeding of the chickens. The coop had been damaged during a severe storm and temporary repair works were deemed inadequate.

#### **Issues**

The Shire of Roebourne has participated in the Department of Health (WA) Sentinel Chicken Program for the past 7 years. The Program involves approximately 31 flocks of chickens spread throughout the Northwest and Mid West region which are bled on a fortnightly basis in summer, and monthly in winter. These blood samples are then analysed for the presence of flavivirus antibodies associated with Murray Valley Encephalitis and Kunjin virus. The flocks provide an early warning to the Department of Health, enabling them to issue warnings to both residents and travellers to the region.

Murray Valley Encephalitis (MVE) and Kunjin Virus are both mosquito borne diseases which can affect the human population. Initial symptoms of MVE include fever, drowsiness, headache, stiff neck, nausea and dizziness and people experiencing these symptoms should seek medical advice quickly. In severe cases, people may experience fits, lapse into a coma, may be left with permanent brain damage or die. Persons infected with Kunjin Virus experience fever, muscle weakness, fatigue and rash. In some cases this disease may cause encephalitis, though fatalities are rare.

Due to the current legislative climate, it was determined that the new chicken coop must be engineered to meet the regions cyclone rating and be constructed by a licensed building contractor rather than Shire staff. During early 2009, staff from the Shire's Technical

Services Division contacted several building companies operating within the Shire; however, due to the building boom no contractor was available to undertake these works.

With the change in preferred supplier for building works, a quotation for the works has now been obtained for a preferred design including impervious flooring. Karratha Contracting have quoted \$32450 (inclusive of GST) to remove the existing chicken coop and replace this with a cyclone compliant structure. It would be possible to reduce the cost slightly by removing the impervious floor within the roosting area of the coop and only have a raised dirt floor. Advice from other participants in the sentinel chicken program indicates that this would be easier to clean and maintain, be more readily used by the chickens and would remove the need to install additional drainage when washing a concrete pad.

Shire's Environmental Health Service had originally budgeted approximately \$6000 last financial year to re-mesh and re-clad the existing frame. This money was not spent. As there had been no quotes for the work received prior to budget submission, no monies were allocated to the removal and replacement of the chicken coop in this years (2009-10) budget.

Shire's Environmental Health Service requests that \$32450 (inclusive of GST) be allocated to permit the construction of the chicken coop, and to enable participation in the Sentinel Chicken Program.

### **Options**

Council has the following options available:

1. Allocate a total of \$32450 (inclusive of GST) from the 2009-10 budget to construct the new sentinel chicken coop.
2. Request the drafting of revised plans deleting the impervious flooring and allocate sufficient funds to a maximum of \$32450 (inclusive of GST) from the 2009-10 budget to construct the new sentinel chicken coop.
3. Refuse the request for funding and advise the Department of Health that the Shire will no longer be participating in the Sentinel Chicken Program until the chicken flock is rehoused.

### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

### **Financial Implications**

A budget amendment resolved by Absolute Majority will be required.

### **Conclusion**

The Shire's Chicken Coop is in a poor state of repair and provides insufficient weather protection. As such, there is an identified occupational health and safety risk and a need to reconstruct this structure. \$32450.00 (inclusive of GST) is; therefore, required to be allocated from the 2009-10 budget to replace the Shires Chicken Coop with a compliant structure designed to withstand cyclonic conditions.

**Voting Requirements**

Absolute.

**RECOMMENDATION**

**That Council –**

**Allocate from the 2009-10 budget a total of \$32450 (inclusive of GST) to construct demolish and reconstruct the sentinel chicken coop at the Cowle Road Depot in accordance with the plans quoted on by Karratha Contracting.**

**COUNCIL RESOLUTION**

**Res No : 14818**  
**MOVED : Cr Rothe**  
**SECONDED : Cr Lockwood**

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

**FOR : Cr Snell, Cr Rothe, Cr Cechner, Cr Lally, Cr Lockwood, Cr Vertigan, Cr White-Hartig, Cr Wieland**  
**AGAINST : Nil**

**COUNCIL RESOLUTION**

**Res No : 14819**  
**MOVED : Cr Vertigan**  
**SECONDED : Cr Cechner**

**That Council reinstate Standing Orders.**  
**CARRIED**

**FOR : Cr Snell, Cr Rothe, Cr Cechner, Cr Lally, Cr Lockwood, Cr Vertigan, Cr White-Hartig, Cr Wieland**  
**AGAINST : Nil**

**COUNCIL RESOLUTION**

**Res No : 14820**  
**MOVED : Cr White-Hartig**  
**SECONDED : Cr Lally**

**That this item lay on the table until such time that Council has had the opportunity to investigate whether a Sentinal Chicken coup is still required within the Shire of Roebourne boundary.**  
**CARRIED**

**FOR : Cr Snell, Cr Rothe, Cr Cechner, Cr Lally, Cr Lockwood, Cr Vertigan, Cr White-Hartig, Cr Wieland**  
**AGAINST : Nil**

# KARRATHA CONTRACTING PTY LTD

Lot 1003 Orkney Road &amp; Lot 1504 Anderson Road

P O Box 442 Karratha WA 6714

EC 005745

Phone 91444705

Mobile 0427 778 616

ABN 41721563810

Fax 91444715

Building2@kcpl.net.au

To : Shire of Roeborne  
Att : Darren Reddan  
Fax : Emailed  
Date : 27/07/09  
Subject : Chicken pen at shire depot  
Pages : 1

---

Darren,

As requested please find attached our quotation to erect new chicken pen at shire depot.

#### Scope

- Remove existing chicken pen and dispose of rubbish.
- Fabricate new pen.
- Concrete area as per plan provided.
- Clad nesting area with trim deck and enclose rest of pen with chicken wire.
- Remove all rubbish and clean up work site.

**Price** **\$29500.00 +GST**

#### Exclusions

- Any unforeseen work arising.

Should you have any questions, please contact me directly  
[Sent Electronically]

**Todd McKay**

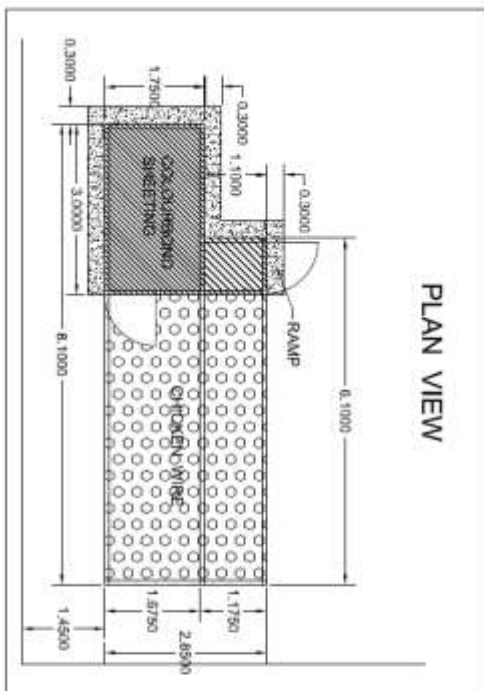
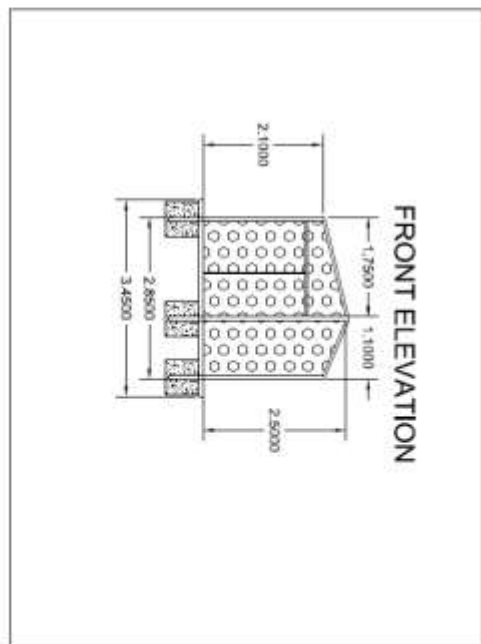
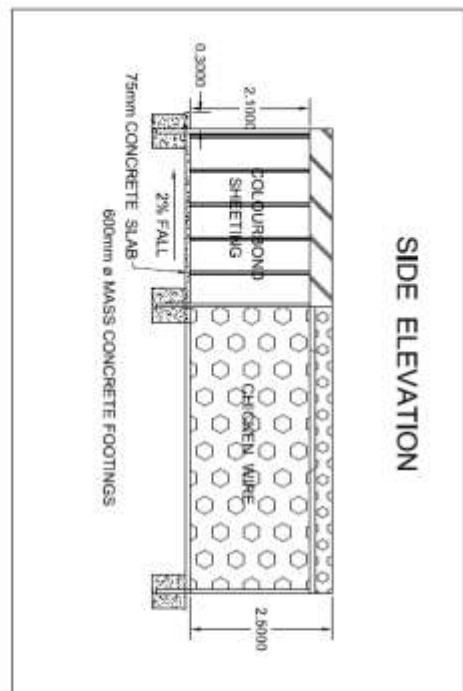
**Building Supervisor**

Karratha Contracting

P. 9144 4705 F. 9144 4715 M. 0427 778 616

E. [building2@kcpl.net.au](mailto:building2@kcpl.net.au)

W. [www.kcpl.net.au](http://www.kcpl.net.au)



**NOTES**

- 1) The floor of the nesting area and walkway is to be concreted with a smooth brush finish to get a non-slip finish.
- 2) Brush finish is not to be so coarse as to trap faecal matter when housing the nesting area out.
- 3) Pad to be 75mm thick and graded at 2% as shown.
- 4) A new doorway from the nesting area to the chicken run is to be installed. Door is to be operable and lockable from both sides.
- 5) Poles to be 75 x 75 4mm RHS and Beaters 100 x 50 x 4mm
- 6) Footings to be 800mm diameter and 800mm deep mass concrete

**Cr Lewis and Hipworth returned to Chambers.**

**11.2 PLANNING SERVICES**

**11.2.1 Outbuilding - Lot 79 Berkley Crescent, Dampier**

**File No:** TA/1/8, P2119

**Attachment(s)** Location Plan, Applicants submission

**Responsible Officer:** Joel Gajic  
Acting Executive Manager, Development Services

**Author Name:** Paul Compe  
Planning Officer

**Disclosure of Interest:** Nil

---

This item was brought forward to Public Question Time and dealt with then.

---



**11.2.2 Outbuilding - Lot 2200, [200b] Forrest Crescent, Dampier**

<b>File No:</b>	<b>TA/1/8, P2127</b>
<b>Attachment(s)</b>	<b>Location Plan, applicants submission</b>
<b>Responsible Officer:</b>	<b>Joel Gajic Acting Executive Manager, Development Services</b>
<b>Author Name:</b>	<b>Paul Compe Planning Officer</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

---

**REPORT PURPOSE**

To request Council's determination for a planning application (codes variation) for an outbuilding at Lot 2200, [200B] Forrest Crescent, Dampier.

**Background**

Suburb: Dampier  
Applicant: Michael Adams  
Owner: (as above)  
Zoning: Residential R20

Building licence application 2009/159 was lodged on 13 March 2009 and a subsequent codes variation and amended plans was lodged on 4 September 2009. The proposed outbuilding (detached garage) has an over height wall height of 4.0 metres, ridge height of 4.58 metres and reduced side setback. The codes variation is required to be determined by Council as the height of the outbuilding exceeds the delegation given to the Manager of Planning Services and Senior Planning Officer.

The applicant has stated that the intended use of the development is for vehicle and boat storage. The following written submission was submitted to justify the code variation:

*"Building height – fit boat in boat port to protect it from weather."*

The applicant has also provided a letter of non-objection from the adjoining affected owner/occupier.

**Issues****Existing Planning Policy Framework**

The objectives of local planning policy DP 7 'Residential Frontage' (the policy) that relate to this proposal are:

*"To protect the amenity of residential streetscapes,"*

*"To provide weather protection for boats, caravans and vehicles on residential properties"*

and

*“Outbuildings, sea containers and ground-mounted satellite dishes are discouraged within the primary street setback area unless it can be demonstrated that no other location exists, and the proposed development will not have an adverse affect on the streetscape.”*

The policy states:

*“Garages, carports, boatports, and non-habitable outbuildings shall have a maximum wall height of 2.7 metres and a total overall height of 4.5 metres. Where a wall height of greater than 3.6 metres is proposed, the application must be determined at an Ordinary Council Meeting.”*

Residential Design Codes of Western Australia (R Codes)

The criterion of the proposed outbuilding which do not comply with the acceptable development requirements of the R Codes are outlined below:

Criteria	R Code Requirement	Proposed
Wall Height	2.7m	4.0m
Ridge Height	4.2m	4.58m
Side Setback	1.5m	0.9m
Bulk (maximum floor area)	60m <sup>2</sup>	84m <sup>2</sup>

As the proposed outbuilding does not comply with the acceptable development provisions of the R Codes, it should therefore be measured against the performance criterion specified in the R Codes. The relevant performance criterion of Clause 6.10.1 Outbuildings that must be met stipulates:

*“Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties.”*

The proposed outbuilding is considered to be detrimental to streetscape amenity and be of excessive bulk for what is deemed suitable in a residential zone. The side setback of 0.9 metres (600 mm less than required) is not deemed sufficient to assist in ameliorating the impact of the outbuilding on adjoining properties. The location of the proposed outbuilding is within the primary street setback and impedes the view from the street to the dwelling and vice versa.

**Options**

Council has the following options available:

3. To refuse the application for codes variation.
4. To approve the application for codes variation subject to standard planning conditions as determined by the Manager of Planning Services.

**Policy Implications**

Policy number DP 7 ‘Residential Frontage’ is relevant to this matter.

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

There are no financial implications resulting from this report.

**Conclusion**

The proposed outbuilding will detract from the amenity of the streetscape and unreasonably affect the adjoining neighbour, due to the excessive bulk and height of the outbuilding. Therefore, it is recommended that Council refuse codes variation P2127 for an outbuilding with a 4.0 metre wall height, 4.53 metre ridge height and 100 mm side setback variation at Lot 2200, [200B] Forrest Crescent, Dampier.

Alternatively, should Council determine that the proposed outbuilding is appropriate, it is recommended that it be approved subject to meeting standard planning conditions as determined by the Manager of Planning Services. In light of similar applications with wall heights in the order of 4.0 metres that Council has in recent times deemed appropriate, it is recommended that local planning policy DP 7 – Residential Frontage be revised such that permissible wall heights for garages, carports and outbuildings are increased, and the policy exhibited for public comment and forwarded to the Western Australian Planning Commission for adoption.

**Voting Requirements**

Simple.

---

**RECOMMENDATION**

**That Council –**

**Refuse application P2127 for codes variation for an outbuilding with a 4.0 metre wall height, 4.53 metre ridge height and 100 mm reduced side setback at Lot 2200, [200B] Forrest Crescent, Dampier on the following grounds:**

- 1. The outbuilding will detract from the amenity of the streetscape.**
- 2. The proposed bulk of the outbuilding is deemed excessive in a residential zone.**

---

**ALTERNATIVE RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : 14821  
**MOVED** : Cr Vertigan  
**SECONDED** : Cr Lally

**That Council –**

**Approve the application for codes variation subject to standard planning conditions as determined by the Manager of Planning Services.**

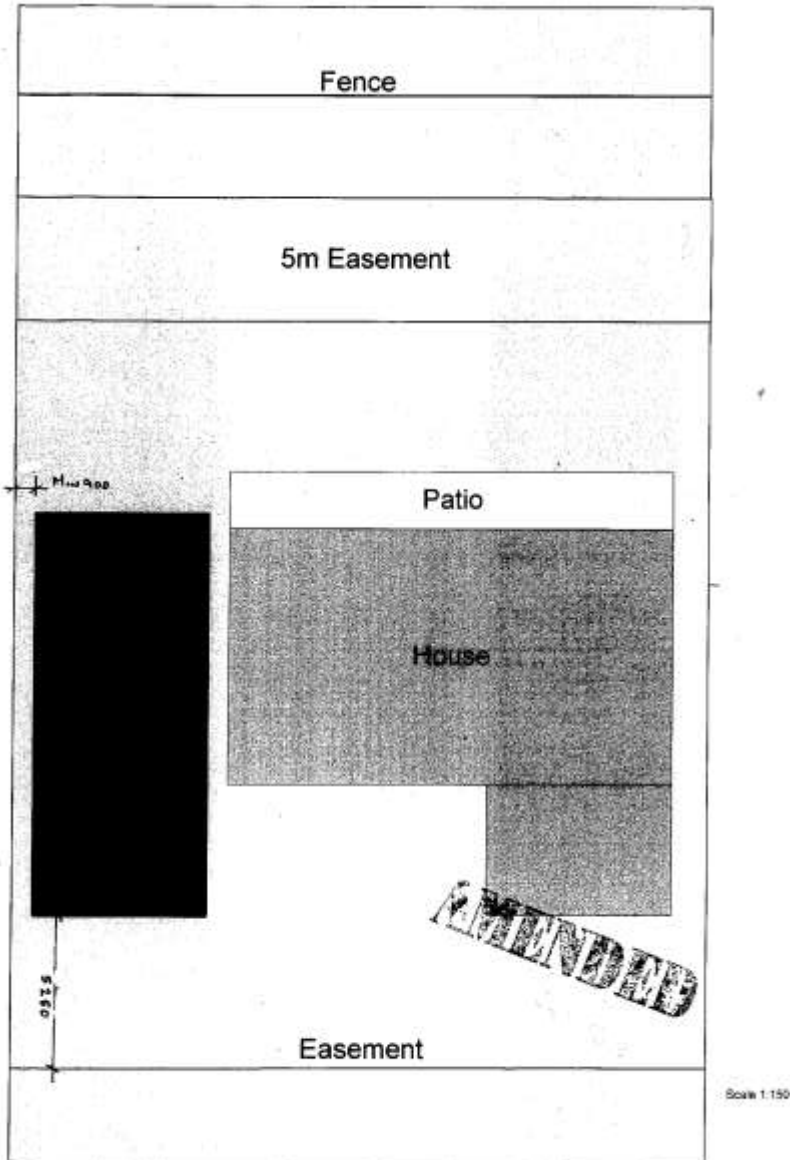
**In light of similar applications with wall heights in the order of 4.0 metres that Council has in recent times deemed appropriate, it is recommended that local planning policy DP 7 – Residential Frontage be revised such that permissible wall heights for garages, carports and outbuildings are increased, and the policy exhibited for public comment and forwarded to the Western Australian Planning Commission for adoption.**

**CARRIED**

---

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

**Ray McDermott left Chambers at 9.10pm**  
**Ray McDermott returned to Chambers at 9.11pm**



**DESIGN CODES/LOCAL PLANNING POLICY VARIATION SUBMISSION**

Please state which Acceptable Development provision of the Design Codes or which Local Planning Policy you are seeking to vary and provide a written submission demonstrating how the Performance Criterion corresponding to each Acceptable Development provision, or Local Planning Policy for which a variation is being sought, has been met or is irrelevant or cannot be met. Those Performance Criteria most commonly varied are listed on page 4 to assist you in preparing your submission. Local Planning Policies can be viewed on the Shire's website [www.roebourne.wa.gov.au](http://www.roebourne.wa.gov.au) under the heading Services A-Z/ Policies (please attach your written justification to allow the variation if insufficient space has been allowed below).

BUILDING HEIGHT - To FT ROOF IN ROOF FACT  
To ROOF OF FAN WEATHER

I, MICHAEL ADAMS (please print) authorise the Shire of Roebourne to distribute plans and specifications lodged with Council for the purpose of seeking comment from adjoining owners to requested variations to the Design Codes or local planning policy.  
Date: 4-9-9  
Signature: [Signature] OWNER(S)

NOTE: This application will not be processed unless sufficient information is provided, including the written submission.



**SHIRE OF ROEOURNE**

Adjoining property owner comment on proposed variation to the Residential Design Codes

**ADJOINING PROPERTY OWNER DETAILS:**

NAME: Simon & Franke Vancic  
LOT NO.: HOUSE/STREET NO.: 300A  
STREET NAME: FOREST CRESCENT  
SUBURB: DANMOR POSTCODE:  
LOCATION OF PROPOSED DEVELOPMENT:  
NAME:  
LOT NO.: HOUSE/STREET NO.:  
STREET NAME:  
SUBURB: POSTCODE:  
PHONE: 0818901779 (07) 40633595

**NEIGHBOURS COMMENTS:**

We have seen plans of the proposed development and ~~object~~ do not object (delete as applicable) to the following variations (e.g. reduced boundary setback, building height, overrooking)  
*No objections to new shed adjoining our fence line*

Name: BANDA VANCIC Date: 1/5/09  
Signature: [Signature]  
Name: SIMON VANCIC Date: 1/5/9  
Signature: [Signature]

NOTE: The Council in determining the application for a variation under the Residential Design Codes will take into account the comments of adjoining owners. The Council is not obliged to support the view of adjoining owners.

The design and detail shown on these drawings are copyright of the project only and may not be reproduced in whole or in part or be used for any other purpose without the written permission of R&B (NZ) Pty Limited who own copyright herein.

⊕ BOLT LAYOUT PLAN  
SCALE 1:100

**NOT PART OF COUNCIL APPLICATION DOCUMENTATION**

IF YOU HAVE A ROLLER DOOR IN THE GARAGE END OF YOUR SHEED, CONTACT YOUR DISTRIBUTOR TO SEE IF MILLION NEEDS TO BE ADAPTED FOR USE AS A DOOR JAMB.

JOB NO. MGRM10032	DATE 19/02/09	DESIGNER JH	DRAWN FCHS	FOR AT
----------------------	------------------	----------------	---------------	-----------

STEEL BUILDING BY  
**RAHA PLANTATIONS PTY LTD**

FOR  
**MIKE F ADAMS**  
2008 FOREST CRESCENT  
DAMPIER

# BOLT LAYOUT PLAN

The design and detail shown on these drawings are prepared to the project only and may not be reproduced in whole or any part or be used for any other purpose without the written permission of Dinkum Fair Pty Limited with whom copyright resides.

NOT TO SCALE  
ALTERNATIVE SECTION

1 SIDEWALL EXTERIOR ELEVATION  
SCALE: 1:100

NOT TO SCALE  
ALTERNATIVE SECTION

2 SIDEWALL EXTERIOR ELEVATION  
SCALE: 1:100

NOT TO SCALE  
ALTERNATIVE SECTION

3 SIDEWALL EXTERIOR ELEVATION  
SCALE: 1:100

NOT TO SCALE  
ALTERNATIVE SECTION

4 SIDEWALL EXTERIOR ELEVATION  
SCALE: 1:100

NOT TO SCALE  
ALTERNATIVE SECTION

5 SIDEWALL EXTERIOR ELEVATION  
SCALE: 1:100

NOTE: CLADDING DRAFTED FOR CLARITY. SEE SHEET #8 FOR CLADDING DETAILS.

5

2

DATE: 19/03/09  
JOB NO.: WOPN10002  
DRAWN: FCHS  
ORDERED: JH  
FOR: STEEL BUILDING BY RAHA PLANTATIONS PTY LTD  
AT: MIKE F ADAMS  
2008 FOREST CRESCENT DAMPIER

ACAME  
2474 Yassacree Highway  
Milton NSW 2538  
AS/NZS 2800 4th Ed. OF  
Consulting Civil, Structural  
& Mechanical Engineering  
Structural Engineering  
Mechanical Engineering  
Civil Engineering  
Professional Engineer  
No. 10000  
No. 10000  
No. 10000  
No. 10000

Registered Professional Engineer 348317  
Mr John Raymond Hunt  
Milton NSW  
No. 10000  
No. 10000  
No. 10000  
No. 10000

19/03/09  
No. 10000  
No. 10000  
No. 10000  
No. 10000

19/03/09  
No. 10000  
No. 10000  
No. 10000  
No. 10000





**11.2.3 Scheme Amendment No. 16 Initiation Request- Gap Ridge Support Industry Estate**

**File No:** TS/2/4/16

**Separate Attachment(s)** Urbis submission on behalf of LandCorp

**Responsible Officer:** Joel Gajic  
Acting Executive Manager Development Services

**Author Name:** Joel Gajic  
Acting Executive Manager Development Services

**Disclosure of Interest:** Nil

---

This item was brought forward to Public Question Time and dealt with then.

---

**11.2.4 Residential Building Lot 119 [Hn 9] Brolga Meander, Nickol**

**File No:** P2088, TA/1/8

**Separate Attachment(s)** Selected plans, management statement, letter of objection

**Responsible Officer:** Joel Gajic  
Acting Executive Manager Development Services

**Author Name:** Joel Gajic  
Acting Executive Manager Development Services

**Disclosure of Interest:** The spouse of the owner/applicant is a co-worker of the author

---

This item was brought forward to Public Question Time and dealt with then.

---

### 11.2.5 Adoption Of Draft Revised Local Planning Policy Dp10 Transient Workforce Accommodation

<b>File No:</b>	<b>AL/1/2</b>
<b>Attachment(s)</b>	<b>Draft revised local planning policy DP10</b>
<b>Responsible Officer:</b>	<b>Joel Gajic Acting Executive Manager Development Services</b>
<b>Author Name:</b>	<b>Joel Gajic Acting Executive Manager Development Services</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

---

#### REPORT PURPOSE

To seek the adoption of local planning policy DP10 Transient Workforce Accommodation (the revised policy) generally as exhibited with further minor modifications under the sub heading Solid Waste.

#### Background

The revised policy with amendments as stipulated by item 11.2.3 contained in the 20 July 2009 Ordinary Council Meeting minutes was exhibited for a 42-day period in the Pilbara News concluding on September 3. The exhibition period exceeded that prescribed by the Shire of Roebourne Town Planning Scheme No. 8 by 21 days, and a copy of the notice provided to Corporate Services to be included in the Shire's Monthly News Column.

Further minor modifications to the draft policy as exhibited are proposed under the sub heading Solid Waste pertaining to the construction specifications of rubbish compounds. These further modifications will bring the industrial waste gully and impervious flooring specifications into line with those that have been adopted by metropolitan local government authorities, and are summarised as follows:

<b>Element of Design</b>	<b>Current Specification</b>	<b>Proposed Specification</b>
Waste gully (drain)	200 mm with bucket trap or alternative particulate capture system	100 mm no bucket trap or particulate capture system
Flooring	Concrete	Concrete (minimum 75 mm)

#### Issues

##### Written Submissions

No written submissions were received.

**Options**

Council has the following options available:

1. To adopt local planning policy DP10 as attached to this report and tabled.
2. To not adopt local planning policy DP10 as attached to this report and tabled.

**Policy Implications**

Policy number DP10 is the subject of this report.

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

There are no financial implications resulting from this report.

**Conclusion**

As no written submissions were received the adoption of draft revised local planning policy DP10 Transient Workforce Accommodation as exhibited with an additional minor update to reflect the current rubbish bin compound requirements is considered a procedural matter.

The revised local planning policy will become operative upon a further notice of the adoption being published in the Pilbara News.

**Voting Requirements**

Simple.

---

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14822**  
**MOVED** : **Cr Lally**  
**SECONDED** : **Cr Cechner**


**That Council –**

**Adopt local planning policy DP10 Transient Workforce Accommodation as attached to the report tabled at the September Ordinary Council Meeting..**

**CARRIED**

---

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

 <p>SHIRE OF ROEBOURNE</p>	<p><b>DP 10</b></p> <p><b>TRANSIENT ACCOMMODATION</b></p>	<p><b>WORKFORCE</b></p>
---	---	-------------------------

## OBJECTIVE

1. To provide a safe and functional living environment for the transient workforce associated with industrial development in the Shire of Roebourne (Shire).
2. To ensure a high level of amenity for transient workers and residents both during and after the construction of the transient workforce accommodation facility.
3. To ensure that transient workforce accommodation facilities employ best practice emergency management practices and are able to safely shelter all residents and staff during cyclones.
4. To recognise that transient workforce accommodation facilities will take varying forms depending upon individual occupancy, transportation and catering arrangements.
5. To accommodate a degree variation to development approvals in the form of minor works and incidental structures during the construction of transient workforce accommodation facilities.
6. To ensure that development within land zoned for transient workforce accommodation is designed for transient workforce accommodation.
7. To discourage transient workforce accommodation in the town centre, residential or tourism zones.
8. To minimise the impact of the influx of workers accommodated within transient workforce accommodation facilities.
9. To ensure occupancy of transient workforce accommodation facilities and fly camps are limited to workers or working couples.
10. To recognise the need to provide dedicated parking areas for over-sized vehicles and, dependent upon the permanency of residents, boat, trailer and caravan parking bays.
11. To control the service of alcohol so as not to adversely impact on residents or the community.
12. To recognise that, due to their limited life span, fly camps need not provide the same level of amenity to workers as transient workforce accommodation facilities.

## POLICY PROVISIONS

### Scope of the Policy:

- This policy applies in the whole of the Shire and forms part of the Shire of Roebourne No. 8 Town Planning Scheme (TPS).
- To the extent where this policy is inconsistent with an approved Development Area Plan (DAP), the DAP shall prevail.
- To the extent where this policy is inconsistent with the Residential Design Codes of Western Australia 2008 (R Codes), this policy shall prevail.

### Preparation of Planning Applications – The Role of the Development Services Department:

Prior to engaging a consultant, or preparing an application on behalf of a client, it is recommended that you first confirm with Development Services what Shire approvals are

required and obtain all relevant information. Whilst Development Services are not in a position to prepare applications including those for planning approval, building licence applications, applications for the registration of a lodging house or applications to construct or install an apparatus for the treatment of sewerage, it is often beneficial to seek feedback when preliminary plans have been prepared to ensure all relevant information is submitted and that fundamental or mandatory requirements have been met. Applications for which further information is required will take longer to process. Development Services can be contacted on 9186 8569.

#### **Definitions and Interpretation of this Policy:**

The definitions in the TPS, including the relevant definitions in the R Codes, are the point of reference for the definition of any planning and development term.

- A transient workforce accommodation facility is “a building or group of buildings used for the accommodation of temporary or intermittent workers, comprising bedrooms, dining rooms, kitchens, ablutions, toilets and appropriate amenity area, and associated parking areas constructed in accordance with TPS and the Building Code of Australia, but does not include a hotel, motel or boarding house.”
- A fly camp is “a building or group of buildings used for the accommodation of workers engaged in the construction of a transient workforce accommodation facility, located on or adjacent to the development site.”

#### **What Development Requires Planning Approval?**

- Any development works associated with a transient workforce accommodation facility or fly camp, or to be undertaken in the transient workforce accommodation zone requires a planning application, unless exempted by this policy, Commonwealth, or State legislation such as the *Public Works Act 1902*.
- The definition of development also includes the use of land, thus the occupying of land (regardless of the extent of building works occurring) may also require a planning application.

#### **Application Procedure:**

When applying for planning approval, the application should include:

- A completed Application for Planning Approval form.
- Payment of an applicable planning fee (refer to Development Services Fees and Charges Information Sheet BS-0005).
- Four [4] copies (to scale) of a site plan showing the following:
  - The legal description, lot dimensions, north point, and street details.
  - The location and use of any existing buildings on-site and existing access/egress point(s), existing parking area and existing landscaping area(s).
  - Location and use of proposed building(s) and setbacks to boundaries and existing buildings.
  - The designated cyclone shelter(s).
  - Buildings, structures and/or vegetation to be removed (if any).
  - Existing site levels and/or contours at regular intervals.
  - Finished floor and design levels.
  - Stormwater drainage details including design levels and erosion control at outlets.
  - Vehicular access/egress to site.
  - Car parking and manoeuvring areas (new or modifications to be designed in accordance with Australian Standard AS2890 and the minimum bay dimensions prescribed by this policy).
  - Landscaping area(s) (including species list, locations and means of reticulation).
  - Fencing details (type, location, colour and height).
- Four [4] copies (to scale) of plans/drawings showing the following:
  - Floor plan of proposed building(s).

- Elevations of proposed building(s).
- External colours, finishes and materials.
- A management statement detailing the proposal and specifically addressing:
  - Emergency and environmental management for both the construction and occupancy of the facility including cyclone sheltering, dust suppression, waste management, hygiene, and pest animal and weed control.
  - Catering.
  - Liquor licensing (the extent and nature of any liquor licensed areas e.g. canteen, tavern, packaged liquor sales).
  - Tenants' rights and responsibilities (maximum occupancy of rooms, age restrictions, pet ownership, the parking of and ability to bring onto the site private vehicles, boats, caravans and trailers, alcohol and drug policy, use of onsite facilities; conflict resolution etc.).
  - The transportation of workers.
  - Security and public access.

When applying for planning approval, the application may also be required to include:

- A streetscape perspective view and a shadow diagram.
- A Decommissioning/ Rehabilitation Plan indicating how and when the development will be removed and the site rehabilitated should the site is not zoned specifically for transient workforce accommodation.
- An acoustic engineer's report.
- A construction environmental management plan.
- An operational environmental management plan.
- An insect management plan.
- A traffic management plan.
- Turning templates for the likely maximum size of vehicles accessing the site.
- Parking bays for people with disabilities, motorcycles or bicycles.
- A Community Impact/ Management Plan (for larger facilities).
- An acoustic engineer's report.
- A rubbish compound/bin storage area.
- A wash down area.
- A covering letter/report detailing the proposal.
  - In the case of residential development that relies on a Performance Criteria within the R Codes, a written submission demonstrating how the Performance Criteria has been satisfied, or why the corresponding Acceptable Development Provision cannot be met or is irrelevant.
  - The purpose of the use and the types of processes to be utilised.
  - The type and quantity of goods to be stored, processed or produced.
  - The likely number of staff.
  - The extent and nature of any liquor licensed areas (e.g. small bar, packaged liquor).
  - The likely size/type of service vehicle(s) accessing the site.
  - How land not required for immediate use is to be maintained (e.g. cracker dust, natural vegetation, landscaped).
  - Whether a Works Approval or licence under the *Environmental Protection Act 1986* is required.
  - Whether a licence under the *Dangerous Goods Safety Act 2004* is required.
  - What waste is likely to be generated and the means of storage and disposal (i.e. bulk bin compound, domestic bins).
  - The likely effects, if any, on the neighbourhood including noise levels; air borne emissions, emissions to land or water, traffic including the hours of delivery and despatch, light spill or glare.



**Assessment Criteria:**

When considering applications for planning approval in the transient workforce accommodation zone, the Shire shall have regard to:

- Any relevant provisions contained in the TPS including the precinct objective statements in Part V.
- Any relevant local planning policy.
- Relevant legislation, state planning policies, development control policies and planning bulletins published by the Western Australian Planning Commission, and other publications or guidelines produced by state agencies.
- The location and site characteristics of the property and the immediate surrounding area.
- Best practice emergency, environmental, health and well-being management.
- The safe and efficient transportation of residents, goods and materials to, from and within the facility.
- The ability of the residents of transient workforce accommodation facilities to access town sites and their associated services and amenities.
- The scale and overall quality of the development in light of any proposed variations from the requirements of this policy.

In areas not specifically zoned transient workforce accommodation the Shire shall have further regard to:

- Local planning policies for the zone in which the development is to be placed.
- The impact on and from adjoining uses.
- The time frame for the occupancy of the proposed facility.
- The design form and the likely impact on the future use of the land.
- Access to existing services and infrastructure.

**Scheme Prescribed Development Standards:**

- Planning applications for transient workforce accommodation, within areas outside the transient workforce accommodation zone, shall be accompanied by information and plans indicating, to the Shire's satisfaction, how and when the development will convert to a subsequent use which is consistent with the Scheme zoning.
- Planning applications for temporary structures to provide transient workforce accommodation shall, to the Shire's satisfaction, be accompanied by information and plans indicating how and when the development will be removed and the site rehabilitated or developed for a different use intended for the zone.
- The Shire may require, by signed agreement, a commitment to the date and details of rehabilitation and conversion the site.

**DEVELOPMENT STANDARDS****Site Cover:**

Maximum site coverage 50%

**Front Building Setbacks:**

7.5 metres, although this will normally be determined by the design of the car parking area as it is strongly recommended that car parking should be located within the front boundary setback. Other issues to take into account are the setbacks of buildings on adjoining developments, the external finishes and material of the front facade, and the quality.

**Side and Rear Building Setbacks:**

Three [3] metres, although the need for perimeter landscaping for screening purposes and access for maintenance and pedestrians will also need to be taken into account.

**Building Height:**

- An absolute maximum of three [3] levels of habitable floor space.
- A total overall height of 10m for buildings with a concealed roof and 12m for buildings with a pitched roof.

**Residential Density:**

Form of Accommodation Hectare (max.) Residents per

Single-storey single units containing single occupant rooms	100
Single-storey units containing dual occupant rooms	150
multi-storey facilities containing single occupant rooms	200
multi-storey facilities containing dual occupant rooms	300

Variations of up to 10% to the prescribed residential density may be considered provided the applicant can demonstrate that the additional density will not detract from the amenity of the residents or neighbourhood, and how the transient workforce accommodation facility meets or exceeds all other development standards.

**Design:**

- A commercial kitchen and communal dining area is required unless external catering arrangements are satisfactorily demonstrated (typically evidence of contractual arrangements), or the individual units contain a kitchen in addition to the provision of outdoor cooking facilities. Catering/ food preparation within commercial kitchens must be undertaken in accordance with the *Health Act 1911*(as amended).
- A minimum of 0.5 of a seat for the effective occupancy plus on-site staff must be provided within a communal dining area. This typically equates to 0.4 of a seat per single occupant room although additional seating and parking bays may be required where dining areas cater to people other than residents.
- Unless an alternative emergency sheltering solution can be demonstrated to the satisfaction of the Shire each facility must provide a building(s) designed for emergency (cyclone) sheltering purposes. Such building(s) must:
  - Be designed to a Building Code of Australia importance level four [4].
  - Be accessible for people with disabilities and have a seating area equal or exceeding one [1] square metre based on maximum effective occupancy plus on-site staff.
  - Be centrally located or be otherwise ‘shielded’.
  - Be designed with debris resistant screens and additional restraints for all exit doors (strap bolts).
  - Provide internal toilets and, where appropriate urinal(s), at the rate of one [1] pan per sixty [60] persons effective occupancy plus on-site staff. Urinals may be provided in lieu of up to 50% of the pans in the male toilets calculated at the rate of 700 mm of urinal per pan. Consideration will be given to the use of portable chemical toilets in lieu of up to 50% of this requirement provided adequate ventilation, privacy and a 72 hour holding capacity can be demonstrated.
  - Incorporate elements of design referred to in the Guidelines for Australian Public Cyclone Shelters report to Emergency Management Australia (August 2002) including, but not limited to, waterproofing and weatherproofing, mechanical ventilation, lighting to 400 lux for areas where people may want to read or write, emergency lighting in accordance with the BCA for a class 9b building, communications, emergency power, and contain emergency provisions including drinking water and food.
  - Have a floor level with a minimum height of 6.2m AHD or 500 mm above the highest known storm surge or flood runoff level (whichever is the greater).

- Laundry, sanitary and ablution facilities must be provided to comply with the Shire of Roebourne Health Local Law pertaining to Lodging Houses (one [1] washing machine and one [1] dryer per fifteen [15] residents). Should laundries be provided within self contained accommodation units they must be provided for in a separate room or otherwise segregated from the food preparation area in accordance with Section 7 of the *Health Act (Laundries and Bathrooms) Regulations*.
- Unless exempted by the Australian Human Rights Commission a building providing a unique service or feature including a recreation room or area, dining room, or an internet room must be accessible to people with disabilities via an unobstructed path of travel. For buildings such as laundries that are often duplicated throughout a facility, only that individual building in closest proximity to a dedicated disabled accommodation unit need be accessible.
- Although all accommodation units are encouraged to incorporate elements of universal design as prescribed by Australian Standard AS1428; unless otherwise agreed, all facilities must provide at least one [1] universally accessible room. Furthermore, facilities providing greater than 200 rooms must provide one [1] universally accessible room per 100 rooms.

**Landscaping/ Open Space:**

- Each transient workforce accommodation facility shall be provided with landscaped and/ or grassed outdoor recreation area(s), at a minimum rate of four [4] square metres per person accommodated (excluding boundary landscaping). Bonus concessions to reduce the allocation of landscaped and/ or grassed outdoor recreation area(s) by up to one quarter (25%) of the rate may be granted where recreational infrastructure such as swimming pools, gymnasiums and covered barbecue areas are provided, or where the facility adjoins a developed public recreation area.
- As a minimum, outdoor recreation areas shall provide shade and include outdoor cooking facilities.
- A landscaping plan including a species schedule and a reticulation design and specification shall be submitted for approval with any application lodged for planning approval. Landscaping to a minimum width of 1.5 metres shall be provided within the front setback area, to all common boundaries and adjacent to outdoors storage areas that upon maturity will effectively screen the development.
- Car parking and external storage areas, bin compounds and other unsightly structures should also be landscaped to ‘soften’ their visual impact.
- Each accommodation unit/ suite shall be provided with an area of private space for the exclusive use of the resident. This space may be provided external to the unit, but must be easily accessible. Desirable forms of private space include courtyards, viewing decks and balconies.

**Car Parking and Traffic Management:**

Car parking provisions may vary dependent upon each transient workforce accommodation facilities’ individual circumstances with particular regard to catering and dining contracts for non-residents, the ability to control the parking of and ability to bring onto the site private vehicles, boats, caravans and trailers as reflected in the management statement, and the opportunity to provide additional on-site parking should the need arise, but as a minimum shall provide the following:

Type of Facility per Resident	Standard	Bays
Self contained facilities with a commercial kitchen and communal dining room		0.5
Accommodation units/suites each containing a kitchen		0.75

- All transient workforce accommodation facilities must provide additional oversized vehicle parking bays as deemed necessary to bus workers to and from the site, accommodate service and staff vehicles and park residents' boats, trucks and trailers.
- Standard parking bays to have a minimum width of 2700 mm and length of 5500 mm.
- All parking and manoeuvring areas must be drained, sealed with concrete, asphalt or bitumen, kerbed and line marked. Consideration will be given to gravel or 'cracker dust' surfaces for Fly Camps, overflow parking/ hard standings areas, or where the facility is in an isolated area provided suitable dust suppression can be maintained.
- Parking of residents' vehicles shall be provided on the subject land or other land contiguous with or adjacent to the facility.
- Motorcycle bays shall be provided for larger facilities or those located within town sites.
- Unless exempted by the Australian Human Rights Commission, parking bays for people with disabilities must be provided. One [1] disabled parking bay is generally deemed adequate for a facility with peak occupancy (inclusive of staff) of 200 persons plus one [1] bay per accommodation room dedicated for people with disabilities.
- The provision of motorcycle bays with a minimum width of 1200 mm and length of 2500 mm are generally required at the rate of one per fifty [50] spaces (rounded up).

A traffic management report may be required where development is likely to have a significant impact on the local street network either through the volume or type of vehicle trips generated, where substantive or underground parking areas are proposed, or where heavy vehicles are required to manoeuvre within a site. Traffic management reports are typically required to:

- Demonstrate that the likely impact of traffic including service vehicles accessing and exiting the site will not adversely impact on the locality.
- Identify any engineering design modifications required to local roads.
- Assess on-site manoeuvrability for service and oversize vehicles (turning templates with overhangs).
- Assess parking and access way design against Australian Standard AS2890.
- Assess the location and design of parking for people with disabilities.

**Storage:**

All transient workforce accommodation facilities must provide weather-proof storerooms and/or storage facilities with their design and capacity dependent upon likely storage demand and the individual management and residents' needs to secure items in the event of a cyclone.

**Washdown Area:**

- Transient workforce accommodation facilities within town sites or where vehicle or equipment servicing is necessary must provide an approved washdown area with a petrol and oil trap in compliance with the requirements of the Water Corporation, the Shire of Roebourne's Health Department and the Department of Water's Water Quality Protection Note 68: Mechanical Equipment Washdown March 2006.
- Setbacks for petrol and oil traps are same as for effluent disposal systems.
- Should the wash down area exceed 20m<sup>2</sup> a roof may be required in accordance with Water Corporation policy. Please contact the Water Corporation prior to preparing and submitting your plans.

**Management:**

- Transient workforce accommodation facilities shall be singly managed to ensure the amenity of the community and residents will be protected.
- Unless otherwise approved all transient workforce accommodation facilities shall provide for managers' residence(s) and/ or administration building(s) to allow effective on-site management.

**Aesthetic Considerations:**

Where possible, transient workforce accommodation facilities are encouraged to:

- Use external finishes and materials that are either compatible with the predominant colours of buildings in the neighbourhood or are muted and non-reflective.
- Incorporate 'feature' perimeter fencing in lieu of chain-mesh, particularly where the development has frontage to or is highly visible from major roads, recognised tourist routes, or recreation or conservation reserves.
- Use alternatives to barbed wire perimeter fencing.
- Retain existing trees.
- Ensure landscaping upon maturity will suitably screen or 'soften' the appearance of vehicle parking and external storage areas, bin compounds and other unsightly structures.

**Construction Environmental Management Plan (CEMP):**

A CEMP is a plan that demonstrates what provisions and mitigation measures will be in place during construction to control noise emissions, erosion and siltation from stormwater flows, air borne dust and smoke and, if required, advise neighbours when these works are to occur and who to contact should dust become a nuisance. Developers, engineers and contractors are responsible for the development and implementation of CEMP's, and for ensuring that identified contingency measures are implemented as appropriate. CEMP's are particularly important in the Shire due to our arid climate and frequent strong winds that are typically westerly and northerly in summer and easterly in winter.

- A CEMP is required to be submitted on sites greater than 5000m<sup>2</sup> on which any work involving the clearing of vegetation and/or topsoil, recontouring (bulk earthworks), trenching and/or road construction is to be done to develop the land for any use are to occur, or where the proposed development is likely to impact on residential or other sensitive land uses.
- A CEMP may also be required to be submitted for sites less than 5000m<sup>2</sup> undertaking the above works in close proximity of sensitive land uses or located on tourist routes.
- The CEMP must have regard to the Department of Environmental Protection publication *a guideline for the prevention of dust and smoke pollution from land development sites in Western Australia* November 1996. This publication requires a Classification Assessment Chart to be completed. The chart and chart notes recognise that the major factors influencing the dust risk potential of a specific site are the time of the year when the works are to be conducted, the nature of the site, and the extent of the proposed works and the proximity of the site to any other land use. Erosion control may be required at stormwater outlets to prevent scouring.
- The CEMP should stipulate the hours of construction, likely times that construction vehicles will need to access and egress the site, and outline what management measures are in place to control noise emissions. Noise management provisions and mitigation measures must have regard to the *Environmental Protection (Noise) Regulations 1997*.

**Operational Noise Management Plan (ONMP):**

An ONMP may be required for facilities and premises that are likely to generate significant noise or are located in close proximity to sensitive noise premises including alfresco dining areas.

- An ONMP must outline what design response and management measures are in place to control noise emissions having regard to the *Environmental Protection (Noise) Regulations 1997*.
- An ONMP may be required to be prepared by a suitable qualified acoustic engineer.

**Crossovers:**

As per Shire's specification. It should be noted that different types of vehicles may require different design specifications, therefore when submitting the application it is important to state the use of the site and the type of vehicles that are expected to access the development.

**Provision for Cyclists and Pedestrians:**

Developments to include safe and convenient parking facilities for bicycles designed in accordance with *Australian Standard AS2890.3*. Bicycle parking facilities shall generally be provided at a rate of one space per ten [10] accommodation rooms.

**Washdown Area:**

- Should any portion of the development be used for vehicle or equipment servicing, then an approved bunded wash down area with a petrol and oil trap is to be provided in compliance with the requirements of the Water Corporation, the Shire of Roebourne's Health Department and the Department of Water's Water Quality Protection Note 68: Mechanical Equipment Washdown March 2006.
- Setbacks for petrol and oil traps are same as for effluent disposal systems.
- Should the wash down area exceed 20m<sup>2</sup> a roof may be required in accordance with Water Corporation policy. Please contact the Water Corporation prior to preparing and submitting your plans.

**Signage:**

Requirements contained within the Shire of Roebourne By Law Relating to Signs, Hoardings and Bill Posting. Queries in relation to signage should be directed to Building Services on 9186 8569.

**ENVIRONMENTAL HEALTH REQUIREMENTS****Disposal of Effluent in Un-Sewered Areas**

The treatment and disposal of effluent is a significant constraint on development in un-sewered areas, and this may dictate the residential density and type of development the land can support. In view of this, it is critical that wastewater disposal be addressed with initial development applications.

- An Application to Construct or Install an Apparatus for the Treatment of Sewage must be lodged to the Shire's Environmental Health Services Department for the treatment and disposal of effluent waste in un-sewered areas that complies with the *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974*. In view of this, it is critical that wastewater disposal be addressed with initial development applications.
- An application must also be lodged to the Department of Health to seek approval for systems producing greater than 540 litres per day.

Applicants must demonstrate the following to support an Application to Construct or Install an Apparatus for the Treatment of Sewage.

- Total estimated maximum volumes of wastewater generated.
- Details of the type of wastewater disposal system.
- Details of irrigation areas if these are to be used or where the wastewater will be ultimately disposed.
- Details of other fixtures adjacent to irrigation or disposal areas such as structures, subsoil drainage and sumps.
- The reuse of wastewater is encouraged. Where there is a component of reuse of wastewater a management statement to demonstrate compliance with the *National Water Quality Management Strategy- Australian Guidelines for Water Recycling- Managing Health and Environmental Risks 2006*.

**Solid Waste:**

The management of solid waste for commercial premises usually entails the installation of specific areas to store and to wash refuse disposal receptacles. The following development standards apply:

- Each site requires a rubbish compound/bin storage area, with the actual requirement (size, construction material and location) being defined by the use.
- Rubbish compound/bin storage area is to be screened from public view and provided with a tap and adequate mains supply.
- If not fenced or otherwise enclosed, tie down points or alternative means of securing bins during cyclones must be provided.
- Rubbish compound/bin storage area is to be constructed with bunded concrete flooring graded to an industrial floor waste gully connected to an approved wastewater disposal system for commercial waste.
- Drains are to incorporate a 200 mm bucket trap or an alternate solid particulate capture system.
- Location of rubbish pickup compound should take into account the ability for a front loading single unit truck (12.5m long with a 12.5m turning radius) to access the compound – particularly when using bulk bin service.
- Should the rubbish compound/bin storage area exceed 20m<sup>2</sup> a roof may be required in accordance with Water Corporation policy. Please contact the Water Corporation prior to preparing and submitting your plans.

**Temporary Toilets:**

In accordance with Part 2 Division 1 of the Shire of Roebourne Health Local Laws 1996 one onsite temporary toilet is required for every twenty construction workers. These temporary toilets that must be removed upon the completion of the construction works are exempt from requiring planning approval.

**Insect Management Plan:**

An insect vector management plan is generally required to be submitted with the development application, although this is dependent on the location and scale of the development. Insect vector management plans must detail the following information.

1. Baseline data and assessment of the relative risks (trapping data over time, is there an identified significant risk);
2. Identification of potential hazards from insect vectors, for example, mosquito borne viral diseases such as Ross River and Barmah Forest viruses; and
3. A detailed management strategy using established hierarchy of controls, including:
  - Eliminate; removal of the hazard.
  - Substitute; consideration for alternative locations to accommodate workforce should a significant hazard be identified that cannot be feasibly managed.
  - Containment; through the use of management strategies such as the reduction of breeding sites, the removal of vegetative corridors within the facility to minimise

- insects travel pathways, and the use of mosquito larvicides and natural predators to reduce numbers of mosquito larvae.
- Reduce exposure; administrative controls to reduce exposure during times of peak mosquito activity include avoid being outdoors during dawn and dusk and minimising sporting activities during times of high activity or when climatic conditions have resulted in higher than usual activity, such as after significant rainfall events.
  - Training and supervision; information, training and supervision help to make sure people know of the hazards from mosquitoes and other insects such as sandflies. The free distribution of repellents and educational materials, the symptomatic diagnosis of suspect vector borne disease, and the training and supervision of those involved in the process should be documented.
  - Personal protective equipment (PPE); the use of loose fitting clothing and effective insect repellents when you have to work in areas of high incidence of nuisance and potential disease carrying insect vectors should be documented.
  - Welfare management; should other controls fail, the provision of 1<sup>st</sup> aid facilities and access to primary health care should someone become sick as a result of a disease or illness should be documented.

### **Liquor Licensing:**

The Shire of Roebourne supports the responsible service of alcohol and, in accordance with the Roebourne Liquor Accord 2007, the provision of a safe, healthy and exciting environment inside and outside licensed premises. As such, the sale and service of alcohol will generally only be supported by the Shire of Roebourne subject to:

- The sale of packaged takeaway liquor being limited to six [6] cans or stubbies of beer, cider or premixed spirits, or one [1] standard bottle of wine per day for residents or staff of the facility.
- No service of alcohol being permitted to the general public.
- No signage associated with the wet mess or alcoholic products being visible from outside the facility.
- The submission of a Liquor Management Plan having regard, as a minimum to; existing approved management strategies and plans for the facility, staff conduct training, responsible service of alcohol practices, complaints procedures, and customer care.
- For facilities located within town sites, the sale of alcohol to up to two [2] guests per resident being limited to consumption during 'standard' trading hours for licensed venues within that town and within the nominated wet mess.

### **Commencement of Occupation:**

Part 9 of the Shire of Roebourne's Health Local Laws 1996 (the Local Law) requires facilities to be registered prior to occupancy commencing. A requirement for registration is the issuance of a Lodging House Licence by the Shire's Environmental Health Department. The Local Law requirements pertain to matters including the management, duty of care, responsibilities of lodgers and residents, sanitary conveniences and laundries, kitchens and dining facilities, furnishing of sleeping apartments and fire control.

In addition to those matters prescribed under the Local Law further works must be completed prior to occupancy to ensure that the objectives of this policy are met. Such further works include, construction of safe vehicular access and egress, constructed car parking and manoeuvring areas, bin compounds, cyclone shelter(s), recreation amenities, and the provision of lighting and landscaping.

The Shire may consider deferring the completion of minor works, which would typically be limited to the delineation of parking bays, the provision of overflow parking areas, directional signage, landscaping, external lighting, fencing, bicycle parking, vending machines, recreational infrastructure, kerbing, traffic calming and protection devices,



pathways and running tracks, water features and the like not prescribed under the Local Law or by the Building Code of Australia provided that:

- The period of deferral is limited and, as determined by the Shire a performance guarantee is in place to ensure the completion of the works.
- The works are minor or incidental to the facility.
- The works do not unreasonably detract from the quality or safety of the living environment.
- If deemed necessary alternative suitable arrangements to provide an acceptable minimum level of service to the facility are in place.
- Any deferral is conditioned as part of any planning approval granted or is agreed to in writing prior to occupancy commencing.

**Commercial Food Premises:**

The regulatory requirements of the *Health Act 1911*, the *Food Act 2008* and the Food Standards Code are to be complied with for the type of food handling activity proposed. The design of the development must comply with these requirements.

**Public Swimming Pools:**

The *Health (Aquatic Facilities) Regulations 2007* sets out requirements for public swimming pools. Approvals are administered by the Department of Health.

**RELATED DOCUMENTS**

- Application for Planning Consent Form
- Application to Construct or Install an Apparatus for the Treatment of Sewage
- Development Services Fees and Charges Information Sheet BS-0005
- Shire of Roebourne Town Planning Scheme No. 8
- Residential Design Codes of Western Australia 2008
- Shire of Roebourne By Law Laws Relating to Signs, Hoardings and Bill Posting
- Shire of Roebourne Health Local Laws
- Local Planning Policy DP2 Performance Guarantee
- Local Planning Policy DP6 Landscaping Requirements for Industrial and Commercial Areas
- Dangerous Goods Safety Act 2004*
- Environmental Protection Act 1986*
- Food Act 2008*
- Health Act 1911*
- Environmental Protection (Noise) Regulations 1997*
- Health (Aquatic Facilities) Regulations 2007*
- Health (Food Hygiene) Regulations 1993*
- Health (Public Buildings) Regulations 1992*
- Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974*
- Australian Standard AS1158 Lighting for Roads and Public Spaces
- Australian Standard AS2890 Parking Facilities 2004
- Food Safety Standards Australia
- National Water Quality Management Strategy- Australian Guidelines for Water Recycling- Managing Health and Environmental Risks 2006
- Roebourne Liquor Accord 2007
- Water Quality Protection Note 68: Mechanical Equipment Washdown Department of Water 2006

Previous Policy No:	TS18
Resolution Numbers:	11191 – Jun 1998, 11948 – Apr 2000, 12738 – Sep 2002, 13497 – Oct 2004, 14262 – Oct 2007, 14640 - May 2009
Last Reviewed:	May 2009
Next Review:	May 2010
Responsible Officer:	Manager Planning Services

**11.2.6 Laundry Building Associated With A Transient Workforce Accommodation Facility Lot 1068 King Way, KIE**

**File No:** TA/1/10 P2093

**Attachment(s)** Site plan and building elevations

**Responsible Officer:** Joel Gajic  
Acting Executive Manager Development Services

**Author Name:** Joel Gajic  
Acting Executive Manager Development Services

**Disclosure of Interest:** Nil

---

**REPORT PURPOSE**

For Council to consider a retrospective application for planning consent (the application) for a 23.76m<sup>2</sup> laundry building incorporating a storeroom. It is noted that, in accordance with Council's Delegation Register, the application cannot be determined under delegated authority as the transient workforce accommodation facility is within 20 kilometres of a town site boundary.

**Background**

**Applicant:** Peter Balfe, Nomad Properties Pty Ltd  
**Suburb:** Karratha Industrial Estate  
**Owner:** Nomad Properties Pty Ltd  
**Zoning:** Transient Workforce Accommodation

The laundry building likely positioned and connected to services in May 2009 and the retrospective application received on 3<sup>rd</sup> July 2009. The laundry has been designed to accommodate sufficient washing machines and dryers for the residents of the facility in accordance with Part IX of the Shire's Health Local Laws, and was in response to the deletion of laundry facilities within the individual accommodation units. The proposed individual laundries were deleted due to the extent of modifications required to enable compliance with the *Health Act (Laundries and Bathrooms) Regulations*.



Locality Plan Please note that aerial photography taken in 2008 shows buildings being stored and not in their final position.

### Issues

Whilst the location of the building would be better suited elsewhere, so as not to impact on the principal outdoor recreation area, the proponent has agreed to improve the recreational amenity as a ‘trade off’ for the loss of grassed area. The trade off constituted a shaded outdoor barbecue area with seating well above what would be considered the minimum acceptable standard.

### Options

Council has the following options available:

1. To approve the retrospective application to further develop lot 1068 King Way, Karratha Industrial Estate through the addition of a laundry building with storeroom.
2. To refuse the retrospective application to further develop lot 1068 King Way, Karratha Industrial Estate through the addition of a laundry building with storeroom.
3. To refuse the retrospective application to further develop lot 1068 King Way, Karratha Industrial Estate through the addition of a laundry building with storeroom, and to direct Planning Services to either issue a written direction or a penalty infringement notice in accordance with Part 13 clauses 214 or 228 (respectively) of the *Planning and Development Act 2005*.

**Policy Implications**

Policy number DP10 titled Transient Workforce Accommodation is relevant to this matter.

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

There are no financial implications resulting from this report.

**Conclusion**

The approved transient workforce accommodation facility requires laundry facilities in accordance with Part IX of the Shire of Roebourne Health Local Law. As this was not able to be achieved as initially proposed due to difficulties in achieving compliance with the *Health Act (Laundries and Bathrooms) Regulations* within the individual accommodation units, an alternative solution was required.

Whilst not situated in a location preferred by Planning Services, the proposed development does not compromise the facilities' compliance with the policy provisions stipulated by local planning policy DP10 Transient Workforce Accommodation. The proposed development should; therefore, be approved subject to standard planning conditions.

Given the proposed development has not caused detriment to any person or impacted on the amenity of the area, and the *Planning and Development Regulations 2009* allowed Planning Services to indirectly apply a penalty by way of additional application fees for retrospective development, enforcement action is not warranted in this instance.

**Voting Requirements**

Simple.

---

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14823**  
**MOVED** : **Cr Rothe**  
**SECONDED** : **Cr Lockwood**

**That Council - approve the retrospective application for a 23.76m<sup>2</sup> laundry building incorporating a storeroom on lot 1068 King Way, Karratha Industrial Estate subject to standard conditions as deemed necessary by the Manager Planning Services.**

**CARRIED**

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



**ELEVATION 1**  
SCALE 1:50

**ELEVATION 2**  
SCALE 1:50

**ELEVATION 3**  
SCALE 1:50

**RECEIVED**  
- 1 JUL 2009

**DAVID W. NICHOLLS**  
M.L.E. (Arch) - CP, Eng  
Professional Engineer  
No. 115738

<b>CLIENT</b> RAIFLEY WILKINSON Drawn by: DW114 - EL	<b>Job Title</b> 7.2 P.3.3 LAUNDRY 08002	<b>Contract</b> NO. 08114 WILKINSON 8/04 P. 3.3.3.3	<b>Design Status</b> FOR QUOTE	<b>Drawing Scale</b> 1:50	REV		
					Date	REV	REV
					21-09-08	REV	REV
					DW	REV	REV

**LIFESTYLE LIVING**  
BY RAIFLEY WILKINSON

**BUILDING DESIGN CRITERIA**  
WIND LOAD - in accordance with AS 1755.2:2003  
REGION 2, TERRAIN CATEGORY - 2  
ANNUAL PROBABILITY of Exceedance 1:100  
REGIONAL WIND SPEED - 1000 m/s WB

**11.2.7 Home Occupation [Rehabilitation Of Native Birds] And Associated Aviaries 7  
Durack Crescent, Dampier**

**File No:** P2105, TA/2/1

**Separate Attachment(s)** site plan, written submission & letters of objection & support

**Responsible Officer:** Joel Gajic  
Acting Executive Manager Development Services

**Author Name:** Joel Gajic  
Acting Executive Manager Development Services

**Disclosure of Interest:** Nil

---

This item was bought forward to Public Question Time and dealt with then.

---

### 11.2.8 City Of Swan Aged Persons Homes Trust Inc. - Expression Of Interest To Establish Respite Care And Aged Persons Units

<b>File No:</b>	<b>TA/1/8</b>
<b>Attachment(s)</b>	<b>COSAPHT correspondence, inset plan of the future Tambrey District Commercial Centre</b>
<b>Responsible Officer:</b>	<b>Joel Gajic Acting Executive Manager Development Services</b>
<b>Author Name:</b>	<b>Joel Gajic Acting Executive Manager Development Services</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

---

#### REPORT PURPOSE

To advise Council of an expression of interest by the City of Swan Aged Persons Homes Trust Inc. (COSAPHT) to establish a respite care and aged persons unit development in Nickol and to seek support in principle for LandCorp to gift COSAPHT approximately two [2] hectares of land within the Tambrey District Commercial Centre.

#### Background

The Karratha 2020 Vision and Community Plan (January 2009) identifies a lack of aged persons housing and access to services in Karratha and the need to address this situation. The following is an extract from that document.

*“Part of the reason the town has a low proportion of seniors is that many have retired to a different climate, relocated or sold up to take advantage of property values or because their service, health and (affordable) accommodation needs cannot be met in the town. As the locality matures, there will be increasing demand for aged care and seniors “ accommodation, which will need to be factored into town planning processes.”*

COSAPHT is seeking to continue the development and delivery of aged care services and accommodation in regional Western Australia and has identified Karratha as a location where such development is feasible. Indicatively, COSAPHT architect has advised that a 26 bed residential care facility, a number of respite care units and 30 independent living units could be developed at the Tambrey District Commercial Centre site. COSAPHT requires a minimum of two hectares of land to enable a development of viable scale. This site has been suggested by Shire staff as it is close to the geographic centre of Karratha, and is within close proximity to most of the town’s services in addition to future retail and community uses.

The development of the Tambrey District Commercial Centre site has been identified as a Karratha Objective within the Shire of Roebourne Town Planning Scheme No. 8 that states:



*“Develop Tambrey as a district commercial centre that does not compete with the regional catchment of the Town Centre and its facilities.”*

It is noted that the westernmost extremity of this site is yet to be cleared of native title. Native title clearance is necessary as the remainder of the site will drain across this land into the abutting parks, recreation and drainage reserve, and in order to confidently prepare a Development Plan for the entire site. Council will need to consider and adopt any subsequent Development Plan for the Tambrey District Commercial Centre. To date only indicative plans for the development of this site have been prepared.



Locality Plan of the future Tambrey District Commercial Centre bounded by Dampier Road, Bathgate Road, Tambrey Drive and the Tambrey Estate.

## **Issues**

### Land Acquisition

COSAPHT operates as a not for profit organisation which depends on the gifting of land to make its developments feasible. LandCorp have advised that the area close to seeking expressions of interest for ‘green field’ development sites within the future Tambrey District Commercial Centre. It is; therefore, imperative that COSAPHT not only lodge a submission, but also that they have the support of the local authority to strengthen their case for land to be gifted.

### Orderly Development of the Tambrey District Commercial Centre

It is essential that any COSAPHT development does not prejudice the orderly development of the Tambrey District Commercial Centre. As such, the western portion of the site is preferred for the following reasons:

1. Commercial development will be likely attracted to land with direct frontage to Bathgate Road and high visibility from Dampier Road.
2. Should two hectares be gifted in an elongated north-south alignment pedestrian and vehicular access can be provided from Tambrey Drive that is served by an existing footpath and accommodates less vehicle trip per day than Bathgate Road.
3. COSAPHT would be able to take advantage of summer breeze paths and an outlook over the abutting parks, recreation and drainage reserve.
4. The COSAPHT development would act as a buffer between future commercial land uses and the Tambrey Estate.

### **Options**

Council has the following options available:

1. To provide support in principle for the City of Swan Aged Persons Homes Trust Inc. to be gifted approximately two [2] hectares of land within the Tambrey District Commercial Centre.
2. To not provide support in principle for the City of Swan Aged Persons Homes Trust Inc. to be gifted approximately two [2] hectares of land within the Tambrey District Commercial Centre, but to investigate alternative sites with LandCorp and COSAPHT for which support may be provided.
3. To not provide support in principle for the City of Swan Aged Persons Homes Trust Inc. to be gifted approximately two [2] hectares of land within the Tambrey District Commercial Centre, but to consider providing support for an alternative site(s) as identified by LandCorp and/or COSAPHT.

### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

### **Financial Implications**

There are no financial implications resulting from this report.

### **Conclusion**

Respite care and aged persons accommodation has been identified through the Karratha 2020 Vision and Community Plan consultative process as being under subscribed. Council should; therefore, undertake all actions necessary to support the establishment of such

facilities provided they are appropriately located and designed. The City of Swan Aged Persons Homes Trust Inc. has a track record of developing such facilities in consultation with local government authorities and would appear ideally placed to provide a quality community facility in a timely fashion.

### **Voting Requirements**

Simple.

---

### **RECOMMENDATION**

**That Council –**

- 1. Provide conditional support in principle for the City of Swan Aged Persons Homes Trust Inc. to be gifted approximately two [2] hectares of land of the future Tambrey District Commercial Centre for the purposes of developing the land for a respite care and aged persons unit development.**
- 2. Advise the City of Swan Aged Persons Homes Trust Inc. and LandCorp that it is the Shire's preference for any such gifted land for the purposes of a respite care and aged persons unit development be located to the western portion of the future Tambrey District Commercial Centre such that:**
  - (i) The respite care and aged persons unit development will not impact on the orderly commercial development of the future District Commercial Centre by occupying land with high visibility from Dampier Road or direct frontage to Bathgate Road.**
  - (ii) The respite care and aged persons unit development will act as a 'buffer' between the residential land uses within the Tambrey Estate and the commercial uses associated with the District Commercial Centre.**
  - (iii) The respite care and aged persons unit development will be able to be accessed from Tambrey Drive.**
  - (iv) The design of the respite care and aged persons unit development will be able to be access summer breeze paths and have an outlook over the abutting parks, recreation and drainage reserve.**

---

### **COUNCIL RESOLUTION**

**Res No : 14824**  
**MOVED : Cr Hipworth**  
**SECONDED : Cr White-Hartig**

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

**CARRIED**

---

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

**COUNCIL RESOLUTION**

**Res No** : **14825**  
**MOVED** : **Cr Hipworth**  
**SECONDED** : **Cr White-Hartig**

**That Council reinstate Standing Orders.**

**CARRIED**

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

**ALTERNATIVE RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14826**  
**MOVED** : **Cr Cechner**  
**SECONDED** : **Cr Lally**

**That Council –**

**Support parcels of land to be used as respite care and aged persons unit development in the future Tambrey Commercial Centre.**

**CARRIED**

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

**Cr Lewis left Chambers at 9.26pm**  
**Cr Lewis returned to Chambers at 9.28pm**





1A NORTH STREET - MIDLAND WA - 6056  
POST TO: PO BOX 1240 - MIDLAND WA - 6936  
PHONE: (08) 9250 0400 - FAX: (08) 9250 0450  
www.morrisonlodge.com.au  
ABN: 17 277 640 167

Collene Longmore  
Acting CEO  
Shire of Roebourne  
PO Box 219  
KARRATHA WA 6714

10<sup>th</sup> September 2009

Dear Collene  
Re: Aged Care Facilities Karratha

Following several meeting with your staff namely, Joel Gajic Manager Planning Services, Ellen Ngomamiti Senior Community Development Officer and Lauren Victa Projects Manager Landcorp we were advised to formally to make representation to the Shire of Roebourne for the establishment of a Residential Aged Care Facility.

We understand that a site has been identified for a possible Aged Care development at the Tambrey/Bathgate location. From our discussions with Lauren (Landcorp) an area of approximately 2 hectares could be made available on that development site.

We are currently working with two other Shires in the country area to develop Ageing in Place Facilities such as the one proposed for Karratha. Our Architect Tim Morley advised me that the Karratha project could see a 26 bed Residential care facility and number of Respite care units and 30 independent living unit's.

The York Project includes a 26 bed low-high care facility, 43 independent living units and a Senior Citizens Centre. ( Building Licence currently being issued) The Dongara project is somewhat larger in scale with 93 independent living units. This project is currently being processed by the Shire of Irwin and a MOU being drawn up this month.

In both developments the respective Shires have made land available free of charge in consideration of the importance and need for aging in place facilities. During our discussions with Joel and Lauren we made it very clear that if proposal is progressed with your Shire we would not be in a position to purchase the land as this would clearly make the project unviable.

I have included our organizations background detailing where we are today and as you can see form the above comments we have a long term commitment to the future.

In closing we would appreciate the opportunity to progress this matter of "Aging in place" with your Council. I welcome advice from your executive team on how we can move forward and receive direction so we can formally submit a proposal to the Shire of Roebourne.

Yours sincerely



Mel Congerton JP  
Project Manager

### **BACKGROUND**

A. **City of Swan Aged Person Homes Trust Inc** was established in 1995 with a clear mandate to plan, undertake, promote and coordinate and develop aged care facilities in Midland Western Australia. Currently the **City of Swan Aged Person Homes Trust Inc** own and operate Aged Care facilities located at North St Midland comprising of a 73 bed facility inclusive of a 40 bed low-high wing. In addition to the 70 bed facility the organisation also owns and operates Hamersley House, a day respite centre for over 50 clients per week and currently developing a 4 units development in North St Midland for over 55's accommodation. To these ends the **COSAPHT** has powers to deal in land and other assets and to undertake works to progress the development of Aged Care.

**COSAPHT** mission is to facilitate:

- The development of Aged Care services to cater for the needs of ageing in place.
- Integrate development to maximise benefits for the aged community.
- To provide, maintain and enhance a environmental, social, heritage and cultural values for ageing in place.
- Invest responsibly for sustainable economic outcomes.

## **12 ITEMS FOR INFORMATION ONLY**

### **12.1 CEO & EXECUTIVE SERVICES**

#### **12.1.1 Information Only Items - September 2009**

**Responsible Officer:** Collene Longmore  
Acting Chief Executive Officer

**Author Name:** Bobbie Laine  
PA to CEO

**Disclosure of Interest:** Nil

---

#### **REPORT PURPOSE**

To advise Council of the information items for September 2009

#### **Background**

None

#### **Issues**

None

#### **Options**

None

#### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

#### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

#### **Financial Implications**

There are no financial implications resulting from this report.

#### **Conclusion**

None

#### **Voting Requirements**

Simple.



**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14827**  
**MOVED** : **Cr Hipworth**  
**SECONDED** : **Cr Lockwood**

**That Council note the following information items:**

- ◆ **12.1.2 Shire President’s Mail 18 August – 10 September 2009**
- ◆ **12.1.3 Register of Documents Stamped with the Shire’s Common Seal**
- ◆ **12.1.4 Councillor Representatives on Organisations**
- ◆ **12.2.1 Petition To Install Traffic Management On Galbraith Road**
- ◆ **12.2.2 Speed Zones Along Dampier Highway**
- ◆ **12.2.3 Billboards Site Rental**
- ◆ **12.3.1 Building License Statistics July 2009**
- ◆ **12.3.2 Planning Decisions Issued – 7 August – 10 September 2009**

**CARRIED**

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

**12.1.2 Shire President's Mail –18/08/2009 – 10/09/2009**

**Responsible Officer:** Collene Longmore  
Acting Chief Executive Officer

**Author Name:** Bobbie Laine  
PA to CEO

**Disclosure of Interest:** Nil

**REPORT**

Incoming correspondence for the Shire President

<b>Date</b>	<b>From</b>	<b>Subject Details</b>
19/08/09	Email – Victor Vollenbroich	Copy of email in support of Java Van
19/08/09	Royal Flying Doctor Service	Thankyou for efforts of staff with transfer of morbidly obese critically ill patient
20/08/09	Arty Brellas	Letter of thanks and recognition to those involved with the FeNaCING festival & the SOR
21/08/09	Luana Pierce	Support of Java Van
21/08/09	Email – Luana Pierce	Copy of email in support of Java Van
21/08/09	Bec Cassidy	Support of Java Van
24/08/09	Mary Jane Davis & Patricia Weston	Copy of petition in support of Java Van
25/08/09	UWA	Letter inviting Shire President to attend the launch of the Aspire UWA program
27/08/09	Minister for Disability Services, Hon Simon O'Brien	Letter of thanks to local councils for their continued efforts to support people with disabilities
28/08/09	Minister For Local Government, Hon Castrilli	Nominations Open – WA Multicultural Community Service Awards
01/09/09	Hon John Castrilli, Minister for Local Government	Copy of the Local Government Advisory Board's Report on the Inquiry into Local Government Service Delivery
02/09/09	Hon John Castrilli, Minister for Local Government	Changes to Local Government Reform Submission Deadline and Local Government Voting System
04/09/09	Cr W Mitchell, President, WALGA	Letter of thanks for Cr Snell's contribution to the 2009 WA Local Government Convention program.

**12.1.3 Register of Documents Stamped with the Shire of Roebourne Common Seal**

**Responsible Officer:** Collene Longmore  
Acting Chief Executive Officer

**Author Name:** Bobbie Laine  
PA to CEO

**Disclosure of Interest:** Nil

---

**REPORT PURPOSE**

To advise Councillors of documents, as listed below, that have been stamped with the Common Seal of the Shire of Roebourne since the last Council Meeting.

<b>DATE</b>	<b>DOCUMENT</b>
19/08/2009	Karratha Flying Services Lease x 3 copies
20/08/2009	Sub Lease Woodside Energy, Helicopters NZ x 3 copies
9/09/2009	Darryl John Corps & Vaughan William Corps and the Shire of Roebourne, Reserve 36708 x copies

**12.1.4 Councillor Representatives On Organisations**

**Responsible Officer:** Collene Longmore  
Acting Chief Executive Officer

**Author Name:** Bobbie Laine  
PA to CEO

**Disclosure of Interest:** Nil

**REPORT**

Below is the listing of Councillor Representatives on Organisations within the Shire of Roebourne, both internal and external groups.

**External Committees:**

<b>EXTERNAL COMMITTEE</b>	<b>DIVISION &amp; STAFF MEMBER [if applic]</b>	<b>COUNCILLOR</b>
<b>Aged Persons Units Management Committee</b> [quarterly]	<b>Community Services</b> Senior Community Development Officer [Ellen Ngomamiti]	Cr Cechner
<b>Burrup Rock Art Committee</b>	<b>CEO's Office-</b> CEO	Cr Lally
<b>Coastal Community Environmental Forum</b> [bi-annually]	<b>Development Services</b> Exec Manager, Development Services [Bob Sharkey]	Cr Lockwood
<b>FeNaCING Festival Committee</b> [Lions Club] [as needs basis]	<b>Community Services</b> Community Development Officer Events and Services	Cr Rothe
<b>Karratha Visitor Centre Committee</b>	<b>Community Services-</b>	Cr Hipworth
<b>Karratha Youth Housing Project Committee</b>	<b>Community Services-</b>	Cr Lockwood
<b>Nor West Jockey Club Committee</b>	<b>Community Services-</b>	Cr Snell
<b>Pilbara Community Reference Group – Gorgon Joint Venture</b>	<b>Development Services-</b>	Cr White-Hartig
<b>Pilbara Development Commission</b>	<b>CEO's Office</b>	Cr Snell
<b>Pilbara Iron Cape Lambert Community Advisory Group</b> [bi-monthly]	<b>Community Services</b>	Cr White-Hartig
<b>Pilbara Iron Dampier Community Advisory Group -</b> [bi-monthly]	<b>Community Services</b>	Cr's Lally & Vertigan
<b>Pilbara &amp; Kimberley Care Inc</b>	<b>Community Services-</b>	Cr Rothe
<b>Pilbara Regional Council</b>	<b>CEO Office -</b> CEO	C's Snell & Hipworth– Cr's Vertigan & Lockwood (proxies)

<b>EXTERNAL COMMITTEE</b>	<b>DIVISION &amp; STAFF MEMBER [if applic]</b>	<b>COUNCILLOR</b>
Pilbara Regional Road Group	Technical Services CEO Technical Committee - Executive Manager, Technical Services [Troy Davis]	Cr Hipworth
Roebourne District Tourist Association	Community Services-	Cr Bailey
Walkington Theatre Management Committee [qtrly]	Community Services Manager Community Development	Cr Cechner [proxy Cr Vertigan]
Welcome Lotteries House Committee	Community Services-	Cr Lockwood
West Pilbara Communities for Children Consortium	Community Services-	Cr Lockwood
Woodside Liaison Group Meeting	CEO -	Cr Lally

**Internal Committees:**

<b>INTERNAL COMMITTEE</b>	<b>DIVISION &amp; STAFF MEMBER [if applic]</b>	<b>COUNCILLOR</b>
Airport Carpark Upgrade Working Group	Technical Services Manager Technical Services, Airport Manager	Cr's Hipworth, Rothe, Wieland & Lewis
Audit Committee	Corporate Services Exec Manager, Corporate Services & Manager, Financial Services [Lynette Reeves]	Cr's Snell, Wieland, Rothe & Lally
Childcare Reference Group	Community Services To be reviewed	Cr's Lockwood & Vertigan
Community Safety & Crime Prevention Reference Group [monthly]	Community Services Manager Community Development	Cr Wieland [proxy Cr Lockwood]
Community Sponsorships Reference Group [Annual Community Sponsorships, Walkington Award, Sports & Cultural Scheme] [quarterly]	Community Services Exec Manager, Community Services [Simon Kot] Manager Community Development Senior Community Develop Officer	Cr's Cechner, Rothe, Lally & Bailey
Cossack Steering Group	Community Services & Development Services Exec Manager, Community Services [Simon Kot] & Exec Manager, Development Services [Bob Sharkey]	Cr's Hipworth & Bailey
Creative Community: Creative Action Community Cultural Reference Group	Community Services To be Reviewed	Cr's Wieland, Lockwood & Hipworth
Dampier Normalisation Reference Group	CEO Office	Cr's Lally, Vertigan & Rothe
Indigenous Advisory Group <i>Review whether this is still required</i>	Community Services	Cr's Lockwood and Bailey
Communities Against Rubbishing Our Environment Group	Community Services Ranger Services Co-ordinator [Lisa Manser]	Cr's Wieland, Vertigan & Lockwood
Off-Road Vehicles Reference Group	Community Services Ranger Services Coordinator [Lisa Manser]	Cr Wieland

<b>INTERNAL COMMITTEE</b>	<b>DIVISION &amp; STAFF MEMBER [if applic]</b>	<b>COUNCILLOR</b>
<b>Plant Advisory Group [as needs basis]</b>	<b>Technical Services</b> Exec Manager, Technical Services [Troy Davis]	Cr's Rothe, Lewis & Wieland
<b>Recreation Facilities Reference Group</b>	<b>Community Services</b> Exec Manager, Community Services [Simon Kot] Recreation Facilities Co-ordinator [Jenni Brown]	Cr's Lally, Lewis, Wieland, Bailey & Rothe
<b>Shire of Roebourne Housing Reference Group</b>	<b>CEO's Office</b> CEO, Exec Manager Development Services [Bob Sharkey] & Exec Manager, Technical Services [Troy Davis]	Cr's Lewis, Hipworth & Rothe
<b>Joint Visitor Centre Meetings</b>	<b>Community Services</b> Exec Manager, Community Services [Simon Kot]	
<b>Wickham Normalisation Reference Group [as needs basis]</b>	<b>CEO's Office</b> CEO	Cr's Rothe, Lewis & White-Hartig

**12.2 TECHNICAL SERVICES****12.2.1 Petition To Install Traffic Management On Galbraith Road**

**Responsible Officer:** Troy Davis  
Executive Manager Technical Services

**Author Name:** Fiona Kenyon  
Manager Technical Services

**Disclosure of Interest:** Nil

---

**REPORT**

A petition was recently put to Council requesting traffic management on Galbraith Road. Traffic counters were installed to determine the speed environment and located close to the church approximately 300m from the roundabout intersection with Broadhurst Road. The traffic counters indicate an 85<sup>th</sup> percentile speed of 59.8 km/hr which is almost 10km/hr above the default speed limit of 50km/hr. Council officers are now investigating the most appropriate method of traffic management and a report will be presented to Council detailing options once these investigations are completed.

### 12.2.2 Speed Zones Along Dampier Highway

**Responsible Officer:** Troy Davis  
Executive Manager Technical Services

**Author Name:** Fiona Kenyon  
Manager Technical Service

**Disclosure of Interest:** Nil

---

#### REPORT

On 18 December 2008 Council wrote a letter to Main Roads requesting they reconsider the speed zoning along Dampier Highway, Karratha. While Main Roads acknowledged and appreciated the concerns expressed they indicated that the current 60 km/hr speed zone was bought in after consultation with the Shire and other major stakeholders in 2005 and that it was not appropriate to review the speed limits particularly with the upcoming construction works.

Council discussed this response at their council briefing session on Thursday 12 February 2009 and requested an independent assessment of the road and speed zones. Opus consultants were engaged to complete this review giving due consideration to traffic and crash data as well as the local environment including adjacent site development, service provision (ie schools, shops, hospitals and parks) and the position of the road within the road hierarchy in their determination of the most appropriate speed limit. Their assessment of the warrants has indicated a speed zone of 70km/hr or 80km/hr may be appropriate given the road and intersection design and a lack of direct access from adjacent properties. They have recommended that the Shire approach Main Roads with the suggestion of increasing the speed limit to 70 km/hr. This is in line with the 85<sup>th</sup> percentiles measured and offers improved safety options for pedestrians and cyclists when compared with an 80 km/hr speed limit.

Initial consultation with Main Roads has indicated their support for this suggestion however they will not undertake a review while construction works are in progress and also approach the stakeholders who supported the 60 km/hr speed limit in 2005.



### 12.2.3 Billboards Site Rental Agreement

**Responsible Officer:** Troy Davis  
Executive Manager Technical Services

**Author Name:** Fiona Kenyon  
Manager Technical Services

**Disclosure of Interest:** Nil

---

#### REPORT

At the Ordinary Council meeting on Monday 16 March 2009 an item was brought to Council regarding the Billboards Site rental agreement. At this meeting Council resolved the following:

***“That Council approve the current billboard location and signing of the WA Billboards Site Rental Agreement subject to payment to Council of \$1200 per sign structure for and annual rental payable on a monthly basis for the exclusive use of Road Safety messages only”***

WA Billboards have been advised of the outcome of this meeting and have indicated that the rental payment to Council was mainly based on the income from commercial advertising which offsets the cost of advertising to the Office of Road Safety and also offsets the free advertising of community events such as FenacIng.

Without the income generated from commercial advertising WA Billboards will not be able to meet the rental payment and would also not be able to offer the services they currently provide to the community or the Office of Road Safety. In addition to this it is unlikely that the Office of Road Safety will continue to utilise the Billboards if they are required to pay the full cost of the advertising. As a minimum they would utilise only one side of the billboards with the second side having no advertising at all. This is not compliant with the current design of the billboards so they will have to be redesigned and reinstalled with the associated costs to be borne by WA billboards.

WA Billboards is willing to meet with Council and explain the situation in more detail and answer any questions Council may have in this regard to progress the finalisation of the rental agreement and come to some agreement that suits both council and WA Billboards

**12.3 DEVELOPMENT SERVICES**

**12.3.1 Building License Statistics July 2009**

**File No:** EC/1/7

**Responsible Officer:** J Gajic  
Acting Executive Manager Development Services

**Author Name:** J Gajic  
Acting Executive Manager Development Services

**Disclosure of Interest:** Nil

---

**REPORT**

The following statistics are presented for Council's information

**BUILDING LICENCE STATISTICS FOR THE MONTH OF AUGUST 2009**

**File No.** EC/1/7

**Responsible Officer:** Joel Gajic  
Acting Executive Manager Development Services

**Author** Joanne Michalanney  
Development Services Officer

**Disclosure of Interest:** Nil

---

**REPORT**

The following statistics are presented for Council's information.

Building Licences Approved	No. Sole Occupancy Units	Aug-2008	No. Sole Occupancy Units	Aug-2009
New Residences	0	28		15
Group Dwellings	9	1	2	1
Transient Workforce Accommodation	60	1	68	1
Commercial/Industrial Developments	0	9		5
Misc (inc. additions and outbuildings)	0	26		42
Swimming Pools / Spas	0	3		8
		0		
<b>Total</b>		68		<b>72</b>
		0		
<b>Value</b>		<b>\$42,940,660</b>		<b>\$9,885,704</b>

Building Licences Approved (cumulative)	No. Sole Occupancy Units	1 July 2008 to 31 August 2008	No. Sole Occupancy Units	1 July 2009 to 31 August 2009
New Residences	0	75		42
Group Dwellings	9	1	2	1
Transient Workforce Accommodation	288	3	68	3
Commercial/Industrial Developments	0	16		7
Misc (inc. additions and outbuildings)	0	82		74
Swimming Pools / Spas	0	9		16
<b>Total</b>		<b>186</b>		<b>143</b>
<b>Value</b>		<b>\$87,365,902</b>		<b>\$107,825,168</b>

**12.3.2 Planning Decisions Issued - 7 August - 10 September 2009**

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

**Responsible Officer:** Joel Gajic  
Acting Executive Manager Development Services

**Author Name:** Joel Gajic  
Acting Executive Manager Development Services

**Disclosure of Interest:** Nil

**REPORT**

APPL. #	OWNER	APPLICANT	ADDRESS	DEVELOPMENT
1935D	GEORGE HENRY & PATRICIA A SIMM	NORTHWEST SHEDMASTERS	LOT 2015 ANDERSON ROAD KARRATHA INDUSTRIAL ESTATE	INDUSTRIAL SHED AND TRANSPORTABLE BUILDING [ABLUTIONS] AND ANCILLARY WORKS.
2028D	WADE VICTOR EDWARDS	WADE VICTOR EDWARDS	LOT 106 WELLARD WAY, BULGARRA	SEA CONTAINER
P2049	BUSHBERRY NOMINEES PTY LTD	PINDAN PTY LTD	LOT 339 DESERT PEA BOULEVARD, NICKOL	TEN [10] GROUPED DWELLINGS AND ANCILLARY WORKS.
P2059	NATHAN PHILLIP PREECE	NATHAN PHILLIP PREECE	LOT 17 1928 RIDLEY STREET, BULGARRA	GROUPED DWELLING
P2071	NATALIE MALYSZ & SHAUN WIGLEY	NATALIE MALYSZ & SHAUN WIGLEY	LOT 46 YANNARIE CRESCENT, DAMPIER	SHED FOR BOAT/TRAILER STORAGE [SETBACK 0.85CM FROM REAR BOUNDARY]
P2081	PILBARA IRON CO. SERVICES (DAMPIER)	SPOTLESS MANAGED AND SUPPORT SERVICES	LOT 38 THE ESPLANADE, DAMPIER	TWO [2] SEA CONTAINERS ASSOCIATED WITH INDUSTRY – LIGHT [FACILITIES SERVICE]
P2090	(GRV PROPERTIES) WODSIDE ENERGY LTD	ANSALDO STS AUSTRALIA PTY LTD	LOT 1104 LAMBDEN ROAD, KARRATHA INDUSTRIAL ESTATE	TRANSPORTABLE OFFICE ASSOCIATED WITH A DEPOT/WORKSHOP
P2095	LEANNE HELEN WASSELL AND JOHN WILLIAM WASSELL	LEANNE HELEN WASSELL	LOT 257 2 LILLY PARADE BAYNTON 6714	HOME OCCUPATION [FAMILY DAY CARE]
P2102	PHILIP MICHAEL LONG	IRENE LONG	LOT 352 11 DESERT PEA BOULEVARD , NICKOL	HOME OCCUPATION [SPEECH PATHOLOGY]
P2111	MICHAEL HOOPER	KARRATHA CONTRACTING PTY LTD	228 DUGALD WAY, KARRATHA	OUTBUILDING (0MM SECONDARY STREET SETBACK).
P2113	GREGORY R & VICKI N CARTLEDGE	VICKI N CARTLEDGE	LOT 2443 25 ATKINSON WAY, MILLARS WELL	HOME OCCUPATION [BEAUTY THERAPY]
P2114	STATE OF WA	SEMAPHORE ENERGY	LOT 264 SEVEN MILE ROAD, GAP RIDGE	ANEMOMETER
P2117	GOVERNMENT REGIONAL OFFICERS HOUSING	JOHN WILLIAMSON	LOT 1602 23 COWAN WAY, KARRATHA	TRANSPORTABLE STRUCTURE [SEA CONTAINER]
P2118	YAANDINA DAY CARE	PORTACOMM BUILDING SYSTEMS PTY LTD	2-10 HARDING STREET, ROEBOURNE	PATIO ASSOCIATED WITH A COMMUNITY USE [CHILD CARE CENTRE]
P2122	IAN DOUGLAS BRIGHT	GINA BURNS	LOT 20 GREGORY WAY, BULGARRA	HOME OCCUPATION [FAMILY DAY CARE]

SUBDIVISION CONDITIONAL APPROVALS ISSUED BY WAPC

WAPC REF NO.	PLAN OR DIAGRAM	DATE OF DECISION	OWNER	LOCATION	DESCRIPTION
130945	63334	17.8.2009	DEPARTMENT FOR PLANNING AND INFRASTRUCTURE	TEESDALE PLACE MILLARS WELL	CREATE NINE [9] RESIDENTIAL LOTS
130946	63335	17.8.2009	DEPARTMENT FOR PLANNING AND INFRASTRUCTURE	CLARKSON WAY BULGARRA	CREATE TWELVE [12] RESIDENTIAL LOTS

SUBDIVISION CLEARED APPROVALS ISSUED BY WAPC

WAPC REF NO.	PLAN OR DIAGRAM	DATE OF DECISION	OWNER	LOCATION	DESCRIPTION
714-09	55244	1.9.2009	RAPLEY WILKINSON PROPERTY PTY LTD	LOT 505 RIDGE ELBOW NICKOL	FREEHOLD OR SURVEY- STRATA SUBDIVISION LOT 505
719-09	57878	1.9.2009	RAPLEY WILKINSON PROPERTY PTY LTD	LOT 502 WOODSWALLOW BEND NICKOL	CREATE FOURTEEN [14] SURVEY-STRATA LOTS AND COMMON PROPERTY

**13 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN****14 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN****15 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION****15.1. Tender G09-08/09 Facilities Maintenance And Minor Works**

<b>File No:</b>	<b>G09-08/09</b>
<b>Attachment(s)</b>	<b>Confidential Attachment - Legal Advice Received</b>
<b>Responsible Officer:</b>	<b>Ray Mcdermott Executive Manager, Corporate Services</b>
<b>Author Name:</b>	<b>Sue Bowman Corporate Compliance Officer</b>
<b>Disclosure of Interest:</b>	<b>NIL</b>

---

**REPORT PURPOSE**

To determine if Council are correct in changing the minor works limit from \$250,000.00 to \$100,000.00.

**Background**

At the June 2009 Ordinary Council Meeting, Tender G09-08/09 with a “minor works up to the value of \$250,000.00” was awarded on Resolution 14674 to Karratha Contracting. A second Resolution 14675 was carried, changing the “minor works up to the value of \$250,000.00” to “Minor works over \$100,000.00 to be subject to a competitive tender process”.

Resolution No 14675 stated that:

*“In respect to Tender G09-08/09 Facilities Maintenance and Minor Works -*

- 1. Any contract extensions beyond the initial 3 years to be presented to Council for consideration.*
- 2. Minor Works over \$100,000 to be subject to a competitive tender process.”*

A letter was sent on the 24<sup>th</sup> June 2009 advising Karratha Contracting that their offer had been successful, the first line states “The Shire of Roebourne is pleased to accept your offer for the above tender” the second line of the letter states “Acceptance of this offer constitutes a contract between Karratha Contract and the Shire of Roebourne.

### **Issues**

Legal implications relating to Resolution 14675, in changing the minor works value limit. A letter was sent to Karratha Contracting advising them that Council accepted their offer but there was no mention of the minor works limit of \$250,000.00 being changed to a \$100,000.00.

### **Options**

Council has the following options available:

1. Rescind Resolution 14675
  - (a) Any contract extensions beyond 3 years to be presented to Council for Consideration
  - (b) Minor Works over \$100,000.00 to be subject to a competitive tender process.
2. Negotiate with the Tender with the intent of reaching an agreement that the Tender will enter into a contract in the terms proposed in Resolution 14675

### **Policy Implications**

Policy no CF6 titled Purchasing Policy is relevant in this matter.

### **Legislative Implications**

Local Government (Functions and General) Regulations 1996 Part 4 Tenders for providing goods and services (s. 3.57) r. 20: Variations of requirements before entering into contract (1) (2) & (3).

Local Government (Administration) Regulations 1996 Revoking or changing decisions made at council or committee meetings – s5.25(1)(e)

### **Financial Implications**

The recommended option by McLeod's does not entail any financial implications. The alternative options would potentially incur financial implications pending legal outcomes.

### **Conclusion**

We have received written advice from McLeods Barrister & Solicitors, which outlines the options that are open to the Shire. It is their recommendation that the Shire of Roebourne accept that a contract has been formed as in paragraph 4 section (a) of their advice.

### **Voting Requirements**

Absolute.

Cr Lewis left Chambers at 9.50pm  
 Cr Lewis returned to Chambers at 9.51pm

---

**RECOMMENDATION/COUNCIL RESOLUTION**

**Res No** : **14828**  
**MOVED** : **Cr Hipworth, Cr White-Hartig**  
**SECONDED** : **Cr Lally, Cr Lockwood**

**That Council resolve to consider the revocation of Resolution 14675  
 (Note: Requires 1/3 of Officers inclusive of the mover).**

**CARRIED**

---

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

---

**COUNCIL RESOLUTION**

**Res No** : **14829**  
**MOVED** : **Cr White-Hartig**  
**SECONDED** : **Cr Vertigan**

**That Council move “In Camera” due to the following reason under Section 5.23 (2)  
 [c] of the Local Government Act 1995:**

**[c] a contract entered into, or which may be entered into, by the local  
 government and which relates to a matter to be discussed at the meeting.**

**CARRIED**

---

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

---

**COUNCIL RESOLUTION**

**Res No** : **14830**  
**MOVED** : **Cr White-Hartig**  
**SECONDED** : **Cr Lockwood**

**That Council move “Out of Camera”**

**CARRIED**

---

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



---

**RECOMMENDATION/COUNCIL RESOLUTION****Res No** : **14831****MOVED** : **Cr Lockwood****SECONDED** : **Cr Cechner****That Council resolve to Revoke Resolution 14675.  
(Absolute Majority)****CARRIED**

---

**FOR** : Cr Snell, Cr Cechner, Cr Lally, Cr LewisCr Lockwood, Cr Vertigan,  
Cr White-Hartig, Cr Wieland  
**AGAINST** : Cr Rothe, Cr Hipworth

---

Simon Kot left Chambers at 9.40pm  
Simon Kot returned to Chambers at 9.41pm

Cr Cechner left Chambers at 9.42pm  
Cr Cechner returned to Chambers at 9.43pm

---

The Shire President has asked that Cr Gary Wieland be given the opportunity to speak as this is his last Ordinary Council Meeting in his term.

Cr Wieland expressed his thanks to all the Councillors and staff of the Shire of Roebourne for the experience he has had during his time as a councillor. He has no regrets and said it was an amazing learning curve.

Shire President, Brad Snell thanked Cr Wieland for his time as a Councillor.

**16 CLOSURE & DATE OF NEXT MEETING**

The meeting closed at 9.56pm and the next meeting is Special council Meeting to be held on the Wednesday 30 September 2009.