



SPECIAL COUNCIL MEETING

AGENDA

**NOTICE IS HEREBY GIVEN that an
Special Meeting of Council will be held
in the Council Chambers, Welcome Road, Karratha,
on 1st March 2010 at 6.30pm**



**Collene Longmore
CHIEF EXECUTIVE OFFICER**



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

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

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

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

WRITTEN CONFIRMATION

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

Signed: 
Ms C Longmore –Chief Executive Officer

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

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

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

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

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

NOTES ON FINANCIAL INTEREST (FOR YOUR GUIDANCE)

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

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measure in money terms. There are exceptions in the Local Government Act 1995 but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:
 - 6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the Local Government Act; or
 - 6.2 Where the Minister allows the Councillor to participate under s.5.69(3) of the Local Government Act, with or without conditions.

INTERESTS AFFECTING IMPARTIALITY

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

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

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

IMPACT OF AN IMPARTIALITY CLOSURE

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

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

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AGENDA

1 OFFICIAL OPENING

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

2 PUBLIC QUESTION TIME

3 RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE

Councillors:

- Cr Nicole Lockwood [President]
- Cr John Lally [Deputy President]
- Cr Garry Bailey
- Cr Fay Cechner
- Cr Ben Lewis
- Cr Des Rothe
- Cr Evette Smeathers
- Cr Sharon Vertigan

Staff:

Collene Longmore	Chief Executive Officer
Ray McDermott	Exec Manager Corporate Svces
Simon Kot	Exec Manager Community Svces
Joel Gajic	A/Exec Manager Development Svces
Troy Davis	Exec Manager Technical Svces
Sue Heaton	Minute Secretary

Apologies: Cr Harry Hipworth, Cr Fiona White-Hartig

Absent:

Leave of Absence:

Members of Public:

Members of Media:

3.1 SWEARING IN OF NEWLY ELECTED COUNCILLOR

Councillor Elect will be sworn in and sign the Declaration of Office.

4 PETITIONS/DEPUTATIONS/PRESENTATIONS

Deputation by Landcorp to present the Karratha City of the North Revitalisation Plan.
To be presented by: Mike Maloney - Landcorp, Susan Oosthuizen – Landcorp and Brett Woodgush – TPG.

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

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 15th February 2010, be confirmed as a true and correct record of proceedings.

6 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

7 COUNCILLORS' REPORTS

NIL

8 CHIEF EXECUTIVE OFFICER & EXECUTIVE SERVICES

NIL

CORPORATE SERVICES

8.1 FINANCE

8.1.1 BUDGET REVIEW 2009/10

File No:	BR09/10
Attachment(s)	Budget Amendments
Responsible Officer:	Executive Manager Corporate Services
Author Name:	Manager Financial Services
Disclosure of Interest:	Nil

REPORT PURPOSE

A review of the 2009/10 budget has been completed. The attached report identifies accounts that are expected to have material or confirmed variances compared to the original or amended budget.

Background

Council staff undertake a review of the budget progress in February/March each year. It is now a requirement of Regulation 33A of the Local Government (Financial Management) Regulations 1996. The document is in the same format as the Budget.

Issues

The current position is as follows:

Budget (deficit) as per all amendments to 12 February 2010	(\$263,682)
Final Surplus amendment, confirmed after completion of the 08/09 audit	(\$30,778)
Changes as a result of the review	\$356,535
New Surplus	\$ 62,075

Options

Council has the following options available:

- 1) Adopt the budget review as is;
- 2) Amend any of the changes.

Policy Implications

There are no relevant policy implications pertaining to this matter.

Legislative Implications

As per Local Government (Financial Management) Regulations 1996 the budget review is to be presented to Council within 30 days of being conducted and be submitted to the Department of Local Government within 30 days of council adopting the review.

As per Local Government Act 1995 sec 6.8 changes to budget need to be authorised in advance by resolution.

Financial Implications

The financial implications of this report are that the existing deficit has been replaced with a surplus of \$62,075.

Conclusion

The amendments suggested in the attachment reflect Council's operations for the remainder of the year and therefore can be resolved accordingly.

Voting Requirements

Absolute.

RECOMMENDATION

That Council adopt the attached budget amendments which result in a surplus of \$62,075.

9 COMMUNITY SERVICES

9.1 COMMUNITY SERVICES

9.1.1 KARRATHA EDUCATION LEISURE AND TRAINING PROJECT

File No:

Attachment(s) **1. Project Management Plan**
2. Project Timeline
3. Confidential Attachment Project Procurement Method

Responsible Officer: **Executive Manager Community Services**

Author Name: **Executive Manager Community Services**

Disclosure of Interest: **Nil**

REPORT PURPOSE

To endorse the Project Management Plan for Karratha Education Leisure and Training project.

Background

At its November Meeting Council resolved to;

Endorse the Karratha Learning and Leisure Centre Master Plan and commence the process of Concept Design and Detailed Management Planning for the site in partnership with the Department of Education;

NOTES that a preliminary estimate for the community facilities component of the project is \$60.82m and that a more detailed estimated will be provided at Concept Design stage of the project.

In December 2009 a draft Memorandum of Understanding was prepared to establish an agreement and framework to the partnership with State Government to deliver the project. To progress, a workshop was held on the 22 January 2010 with representatives from the State Government departments of Building Management and Works, Department of Education, Department of Training and Workforce Development and the Shires Deputy Shire President, Executive Manager Community Services and Project Manager K2020. The workshop agenda included a project risk management workshop, project procurement model assessment and discussion on the Project Management Plans development and governance model.

Based on the workshop discussions and outcomes, Building Management and Works, as the State Governments nominated Project Managers, have prepared a Project Management Plan and Project Procurement Plan for Councils consideration.

Council is required to consider these Plans as they outline the framework, methodology and obligations on the Shire to the delivery of the Karratha Education Leisure and Training project.

Issues

Project Name

In regards to project name the key stakeholders have titled the project as the Karratha Education, Leisure and Training Project as opposed to the previous Karratha Learning and Leisure precinct to reflect the nature of the partners to the project and use of the site. The facility name will be considered upon the presentation of the Facility Management Plan at a later point in time.

Procurement Methodology

As part of the workshop, four procurement models were assessed to determine an approach to the project. Options assessed included;

- Construct Only
- Early Contractor Involvement
- Design and Construct
- Managing Contractor

It was unanimously recommended by the workshop participants that an Early Contractor Involvement procurement methodology be used. A full copy of the Project Procurement Evaluation including definition and outline of approach is provided as a confidential attachment.

The implication of the recommendation is that a Technical Brief is required to be prepared in the first instance which will require the Shire to progress detailed discussions with its stakeholders in the coming weeks to confirm and inform design standards, room sizes and functionality issues.

Project Management Plan

The Project Management Plan sets out the roles and responsibilities of all parties and supersedes the previous Memorandum of Understanding presented to Council in December 2009.

The key aspects of the Project Management Plan include;

- Definition and Role of Building Management and Works as Project Managers
- Project Governance Model
- Project Procurement Model

A full copy of the Project Management Plan is detailed in Attachment 1. It should be noted that at time of finalising this report that the report was in final review stage by all stakeholders.

Role of Building Management and Works

Of particular importance is the role Building Management and Works (BMW). As nominated Project Managers, BMW is expected to manage all aspects of project delivery. This will include but is not limited to;

- To respond to and report through the Project Consultation Group
- To prepare a project management plan for the delivery of the project
- To invite proposals for cost planning, architectural and other professional services as approved by the Project Consultation Group
- To engage and manage the project architect and design team
- To engage and manage the project quantity surveyor
- To invite tenders for the construction of the project

- To engage and manage the construction contractor
- To actively superintend the project construction program on behalf of the Project Consultation Group
- To develop a communications strategy and provide adequate and appropriate information flow between all stakeholders.

The Shire has received advice that BMW fees for this aspect of work is 3.58% of the total project cost which when calculated on the estimated Shire project portion of \$62m is \$2,219,600. The proportion of fees payable by the Shire is based on a percentage of the Shires capital cost to the project and is indicative, as the cost planner and probity auditor are due to be engaged shortly and a more detailed analysis of cost share percentage will be prepared. The project management plan suggests an initial cost share arrangement to facilities.

Council Officers have reviewed BMW's offer and determined that the fee represents a reasonable offer for the level of expertise and risk assumed for this service and for the scale of project. The ability for the State Government to manage the project alleviates the Shires requirement to fulfill this task or seek a third party via traditional tender methods. Additionally this approach enables the Shires internal project management resources to focus on quality and timely response.

The approach to engage the State Government to deliver this project is not unique, but likewise not a traditional project management option used by local government. Considering the value of the works, advice was sought from Council Lawyers on the appropriateness of this approach in accordance with the requirements of the Local Government Act. Advice indicates that it is not necessary for the Shire to call tenders in accordance with the Local Government (Functions and General) Regulations 1996 in respect of this project, since goods and services required are to be provided and managed by the State Government. Regulation 11(2) (e) exempts contracts for the provision of goods and services from the tender requirements where they are to be supplied or obtained through the government of the State or Commonwealth or any of its agencies.

It is envisaged that this advice will be applicable to all aspects of the projects design and construction phases. Any additional costs procured directly by Council will be subject to Councils Purchasing Policy and tender requirements where applicable.

Project Governance

A three tiered governance and reporting structure is proposed to oversight the delivery of the project. The key aspects of the governance model include;

Project Steering Committee – The board of authority for all decisions and approvals

Project Control Group - This group will maintain a consistent interface with the Project Management Team (BMW) and assist with project deliverables and facilitation. It is recommended that the Shires Executive Manager Community Services fulfil this role.

Project Reference Group internal Shire of Roebourne.

Council will need to determine its representation on the Project Steering Committee. The Project Management Plan suggests the Chief Executive Officer or nominee, the Executive Manager of Community Services fulfil this role. The Steering Committee will meet to endorse key deliverables and to address exceptional issues.

The Shire of Roebourne Reference Group is referred but not described in the BMW Project Management Plan. As a complex project the Shire has prepared its own internal project management plan to identify it's resource and skill requirements to respond to the key deliverables of the project. To facilitate this, it is proposed that reference group be formed. The following terms of reference are proposed;

- To have the general oversight of the Karratha Education, Leisure and Training Project.
- To provide technical and functional input on a progressive basis to facilitate and expedite the design process and preparation of the Facility Management Plan.
- To review and endorse plans and documentation on a progressive basis during the design and documentation process.
- To consider and advise on operational budgets and practices.
- To manage the preparation of reports and other information as required by the Project Director for Council, the Executive Management Group and the community.
- To monitor the financial management of the Karratha Education Leisure and Training Project particularly with respect to the Councils contribution.
- To ensure all funding conditions and reporting requirements are complied with.
- To provide positive advice in order to ensure the success of the project.

For such a complex project it is recommended that a Councillor chair the Reference Group that will consist technical support staff and consultancies where required. In order to formalise this approach it is recommended that Council elect a nominee as Chair of the group.

Project Timelines

A Time Planner has been appointed by BMW to prepare an indicative timeline for the project. A copy is detailed in Attachment 2 for Councillor information. The timeline requires an intense development of the technical brief to inform the design process, scheduled for completion in June 2010.

Strategic Implications

Councils Strategic Plan 2009 - 2013 identifies as Key Goal One for Community Priorities in 2009 / 2010 as *“Develop a Learning and Leisure Precinct proposal that is accountable and transparent..”*

Options

Council has the following options available:

To endorse the Project Management Plan prepared by Building Management and Works

Or

To endorse the Project Management Plan as amended.

Policy Implications

There are no relevant policy implications pertaining to this matter.

Legislative Implications

Local Government (Functions and General) Regulations 1996 Regulation 11(2) (e) exempts contracts for the provision of goods and services from the tender requirements where they are to be supplied or obtained through the government of the State or Commonwealth or any of its agencies.

Financial Implications

At this point in time Council has allocated \$130,000 in the 2009/2010 Budget to contribute to the planning of the project. These funds are part of the \$20.3m funds secured towards the project confirmed in a funding agreement with Department of Treasury and Finance.

At the February Council Meeting, Council resolved to present to State Cabinet a submission that would result in retention of \$4.3m of the \$20.3m towards the planning of this project.

If Council endorses the Project Management Plan and accepts BMW fee schedule it will be required to contribute \$426,520 this financial year as per the draft cost share agreement and hence a budget amendment will be required. As Council is awaiting advice on its Cabinet submission it is recommended that any formal budget amendment to meet these costs would be considered at a time that advice is received to the variation of funding agreement.

Conclusion

The Karratha Education, Leisure and Training Project is the Shires marquee community infrastructure project. The project management plan solidifies the partnership between the Shire and the State Government and allows for the timely planning of the project.

Voting Requirements

Simple.

RECOMMENDATION

That Council;

- 1. ENDORSES the Project Management Plan and Project Procurement Methodology prepared by Building Management and Works detailed in Attachment 1 for the Karratha Education, Leisure and Training Project.**
- 2. AGREES to engage Building Management and Works as Project Managers for the Karratha Education, Leisure and Training Project for an estimated fee of \$2,219,600 in accordance with Local Government (Functions and General) Regulations 1996 Regulation 11(2)(e).**
- 3. NOTES that a further report will be prepared to outline the detailed budget for planning of the Karratha Education, Leisure and Training Project upon response to State Government to the Shire’s Cabinet Submission.**
- 4. APPOINTS the Chief Executive Officer and the Executive Manager Community Services as nominee to the Project Steering Committee for the Karratha Education, Leisure and Training Project.**
- 5. ENDORSES the terms of reference for the Karratha Education, Leisure and Training Project Shire of Roebourne Project Reference Group as contained within the body of this report.**
- 6. APPOINTS Councillor to chair the Shire of Roebourne Project Reference Group for the Karratha Education, Leisure and Training Project.**
- 7. NOTES the indicative project timeline for the Karratha Education, Leisure and Training Project detailed in Attachment 2.**

9.1.2 K2020 PROJECTS BAYNTON WEST FAMILY CENTRE SCHEMATIC DESIGN

File No:	CP.187
Attachment(s)	Schematic Design Drawings
Responsible Officer:	Executive Manager Community Services
Author Name:	Project Manager K2020
Disclosure of Interest:	NIL

REPORT PURPOSE

To inform Council of the Schematic Design drawings and associated reports and to seek endorsement of future action required.

BACKGROUND

At a Special Meeting held on 21 December 2009, Council resolved vide Resolution 14957:

THAT COUNCIL:

1. **NOTES** the Concept Plan, Concept Reports and Cost Plan for the Baynton West Family Centre project and **FURTHER DEFERS** any consideration of the Concept Plan, Concept Reports and Cost Plan No. 1 until such times as a rigorous review is undertaken.
2. **ENDORSES** the design and cost review process of the Baynton West Family Centre project which, without limiting the scope of the review, shall include the preparation of cost benefit analysis for the following elements:
 - a. Mechanical Services
 - b. Wall Systems
 - c. Roof Structure
 - d. Light and Power
 - e. Vehicle Parking
3. **NOTES** the Concept Planning stage will be merged with the Schematic Design Stage for the Baynton West Family Centre to enable the design and cost review to be undertaken and **FURTHER NOTES** a detailed report on the design and cost review process will be brought forward to the February meeting Council.
4. **NOTES** the merged Concept/Schematic Design Stage for the Baynton West Family Centre project will be deemed to be a **STOP/GO** point.

Several design options have been considered in order to develop the Schematic Design which had the objective of maintaining the design integrity of the Concept Plan whilst containing estimated costs of construction.

ISSUES

Schematic Design

The Schematic Design Site Plan (Drawing A1.01 Revision L) and Plan Modules (Drawing A1.02 Revision L) are submitted as **ATTACHMENT 1 AND 2**.

The full folio of drawings will be tabled for Councillors information at the Special Meeting.

The features of the design are the relationships of the 4 modules that are the key to the Baynton West Family Centre and meet the objective of a “one stop” facility for parents seeking child related services.

A design feature has been to create a welcoming entry point which is served by a “coffee shop” and a multi functional reception area. This reception area will provide a central control point for the management of the Baynton West Family Centre.

The entry point will open out to a central courtyard which, as well as accommodating play areas for the Child Care Centre, will also have a landscaped outdoor area which will provide a pleasant aspect from the various modules.

The design maximises the synergies that exist and that can be promoted between the various user groups and the Community Centre will provide support accommodation for a variety of activities.

The requirements of the design brief have been met and the design provides for the following:

Family Centre Module

The module is designed to meet the needs of Pilbara Population Health West and provides for an expansion of its services to the western section of the Townsite. The accommodation is as follows:

- Infant Health Clinics (x 2)
- Clinicians Suite
- Counselling Suites (x 2)
- Not For Profit office accommodation (x3)
- Reception and Office Accommodation
- Storage
- Staff Amenities.

Child Care Centre Module

The module is designed to meet the requirements of the Child Services Act and Regulations to accommodate 50 children.

Playgroup Module

The module has accommodated all support amenities for 2 playgroups each of 20 children.

Community Centre Module

The Community Centre provides a range of flexible spaces designed to support the functions of the domiciled user groups as well as the wider community. The workshops and committee rooms can be combined to form a single larger space which will create opportunities for a wide range of potential activities and uses. They can also be accessed from an alternative secure entry and be segregated from the rest of the building.

More specifically, the Community Centre Module comprises:

- The Main Entry and Coffee Shop
- Reception and Office Accommodation
- Committee Rooms (x 2)
- Workshops (x 2)
- Storage and amenities areas.

During the Design Development process several issues of a minor nature that have been advised to the Project Architect will be rectified. It is not considered that they have any affect on the cost but will enhance the functionality of the Centre.

Concept Plan Issues

All of the issues raised in the December meeting report have been addressed and appropriate design modifications have been made.

Schematic Design Reports

Schematic Design reports have been received from CODA Studio Pty Ltd and AECOM and due to their size will be tabled at the Special Meeting.

Life Cycle Cost Report

A Life Cycle Cost Report has been submitted as part of the Schematic Design Information Package.

The Report, which is subject to progressive review, will be incorporated into the Facility Management Plan when considering future operating and maintenance costs.

Risk Management

The Risk Management Plan has not yet been completed and remains a high priority task for the Project Manager.

PROJECT BUDGET

Initial Budget

Council was advised at its meeting held on 21 September 2009; vide Item 9.1.3, in part: *“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.”

The report also advised:

“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”

Council subsequently resolved, vide resolution 14805, in part:

- 6 APPROVES an interim project design budget of \$5,700,000 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.**

Concept Plans

Council was advised at its Special Meeting held on 21 December 200, vide Item 4.1.1, in part:

“Davis Langdon, in Cost report No 1, has indicated that initial costs exceed the project budget by a factor of in the order of 100%.

This is considered to be unacceptable and it will be recommended that the project design be subjected to considerable review.”

Council subsequently resolved, vide resolution 14957, in part:

- 3 NOTES the Concept Planning stage will be merged with the Schematic Design Stage for the Baynton West Family Centre to enable the design and cost review to be undertaken and FURTHER NOTES a detailed report on the design and cost review process will be brought forward to the February meeting of Council.**
- 4 NOTES the merged Concept/Schematic Design Stage for the Baynton West Family Centre project will be deemed to be a STOP/GO point.**

Revised Budget

It became apparent during the design process that there were pressures on the Design Brief particularly in some of the notional areas that were included. This was particularly the case with the Child Care Centre where the area had to be increased by 85sqm to meet regulatory requirements and the addition of a substantial area of verandahs (235 sqm) to meet the design philosophy.

Consequently the Cost Manager was asked to revise the Project Budget to take these items into account and all other factors that had been identified thus far.

The advice received is as follows:

CONSTRUCTION COSTS	
Perth Construction Price 12/09 including design and construction contingencies.	4,800,000
Additional Items	
Verandahs 235 sqm	117,500
Child Care 85 sqm	306,000
ADJUSTED PERTH PRICE 12/09	\$5,223,500
PROJECT COSTS	
Professional Fees	531,400
Project Management Fees	300,000
Karratha Construction Allowance @ 75%	3,917,625
FF@E Allowance	300,000
Public Art	95,000
Other Project Costs (legal fees, survey costs, geo tech reports etc)	150,000
Forecast escalation provision to August 2010 @ 1% PCM	1,051,753
FORECAST PROJECT BUDGET ex GST	\$11,569,278

This advice was accepted and the Design Team was advised accordingly. All subsequent designs have been measured against this budget.

Current Cost Estimates

In preparing cost estimates at this stage of the project the Project Manager established a plus or minus 5% factor on Perth Construction Prices as compared to the project budget. The Cost Manager, Davis Langdon, has advised that it is usual to permit a 10% plus or minus factor. However the lesser percentage has been adopted to reinforce the need for cost discipline in the project.

The current indicative project costs based on Revision L is as follows:

CONSTRUCTION COSTS	
Construction Cost	5,408,482
Design Contingency	270,424
Construction Contingency	170,367
ADJUSTED PERTH PRICE	\$5,849,273
PROJECT COSTS	
Professional Fees	531,408
Project Management Fees	300,000
Karratha Construction Allowance @ 75%	4,737,912
FF@E Allowance	300,000
Public Art	95,000
Other Project Costs (legal fees, survey costs, geo tech reports etc)	150,000
Forecast escalation provision to August 2010 @ 1% PCM	467,942
FORECAST PROJECT BUDGET ex GST	\$12,431,535

This is outside the target cost parameter of plus or minus 5% and it is evident that cost discipline must be maintained.

It should be noted that many of the cost elements (Design and Construction Contingencies; Karratha Allowance and Escalation Provisions) are % based and will vary throughout the design life of the project.

The \$300,000 Project Management Fee is an internal charge and recovers the employment costs of the Project Manager plus an amount to recover general administration costs.

Many critical reviews have been carried on the design and it is submitted that it has been refined as much as possible whilst still retaining the design intent. No doubt further savings could be made if there were substantial changes to the design which would have the consequence of significantly affecting the functional and aesthetic appeal of the facility.

FACILITY MANAGEMENT

Council is advised that a draft Facility Management Plan is being prepared and will be submitted for endorsement to the May Meeting.

The Facility Management Plan will detail all of the anticipated management, operational and tenancy arrangements that will apply to the Baynton West Family Centre.

CONSULTATION

The key stakeholders have been closely involved in the Schematic Design process and have contributed valuable input in a timely manner.

The Schematic design option being presented to Council has the endorsement of the Karratha Community House Inc and Pilbara Population Health West who are anticipated to be the major stakeholder tenants.

OPTIONS

The Schematic Design stage has been designated as a “Stop/Go” stage in the overall design process.

The Options that are available to Council are as follows:

- 1 *Not To Proceed.* In the event that Council resolves not to proceed then the Design Team and Cost Manager would be discharged and termination payments made in accordance with the terms of their respective contracts.
- 2 *Proceed.* Council can resolve to proceed either on a conditional or unconditional basis.

STRATEGIC PLAN

The project is listed in Councils Strategic Plan for 2009/10 with a high priority.

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 current estimated Project Costs are \$12,431,535

Presently funding that is available or has been applied for is summarised below:

<i>Approved Funding</i>	
Landcorp	3,500,000
<i>Funding Applied For</i>	
Cabinet Submission	5,100,000
RLCIP	3,000,000
Regional Grants Scheme	500,000
Total anticipated funding	\$12,100,000

Council is advised that at this stage in the design and documentation process the indicative total forecast budget closely aligns with anticipated funding. Additionally Council Officers are preparing a further application to Lotterywest.

On this basis it will be recommended that the project proceed.

CONCLUSION

Since the December Meeting of Council there has been a rigorous review of design and cost estimates.

The Shires key stakeholders have provided timely and relevant input and added value to the design process.

The schematic design as presented meets all of the objectives of the design brief and project budget objectives.

It will be recommended to proceed with completion of design development and documentation of the Baynton West Family Centre.

Voting Requirements

Simple.

RECOMMENDATION

THAT COUNCIL:

1. **ENDORSES** the Schematic Design of the Baynton West Family Centre as depicted in drawing A1.01 Revision L – Site Plan (Attachment 1) and drawing A1.02 Revision L – Plan Modules (Attachment 2) and as further detailed in the Schematic Design report from CODA Studio Pty Ltd and AECOM.
2. **AUTHORISES** the Baynton West Family Centre project to advance to Design Development and Documentation stage and **NOTES** a pre tender report will be submitted to Council seeking approval to proceed with the calling of tenders.
3. **NOTES** the current forecast project costs as prepared by Davis Langdon for the Baynton West Family Centre based on Revision L as \$12,431,535 as detailed in the body of the report.
4. **NOTES** that indicative funding for the Baynton West Family Centre is \$12,100,000 as detailed in the body of the report.
5. **COMMENDS** CODA Studio Pty Ltd as Project Architect for the Schematic Design outcome of the Baynton West Family Centre.

9.1.3 K2020 PROJECTS BULGARRA COMMUNITY CENTRE SCHEMATIC DESIGN

File No: CP.167

Attachment(s) Layout and Floor Plan

Responsible Officer: Executive Manager Community Services

Author Name: Project Manager K2020

Disclosure of Interest: Nil

REPORT PURPOSE

To inform Council of the Schematic Design drawings and associated reports and to seek endorsement of future action required

BACKGROUND

At a Special Meeting of Council held on the 21st December 2009, the concept plans and associated reports for the Bulgarra Community Centre were considered.

As an outcome of those deliberations Council resolved, vide Resolution 14958:

THAT COUNCIL:

1. **NOTES** the Concept Plan, Concept Reports and Cost Plan for the Bulgarra Community Centre project and **FURTHER DEFERS** any consideration of the Concept Plan, Concept Reports and Cost Plan No. 1 until such times as a rigorous review is undertaken.
 2. **ENDORSES** the design and cost review process of the Bulgarra Community Centre project which, without limiting the scope of the review, shall include the preparation of cost benefit analysis for the following elements:
 - a. Mechanical Services
 - b. Wall Systems
 - c. Levels
 - d. Roof Structure
 - e. Light and Power
 - f. Events stage
 3. **NOTES** the Concept Planning stage will be merged with the Schematic Design Stage for the Bulgarra Community Centre to enable the design and cost review to be undertaken and **FURTHER NOTES** a detailed report on the design and cost review process will be brought forward to the February meeting of Council.
 4. **NOTES** the merged Concept/Schematic Design Stage for the Bulgarra Community Centre project will be deemed to be a STOP/GO point.
 5. **REQUESTS** the design and cost review process for the Bulgarra Community Centre include the incorporation of an Infant/Child Health Clinic and **FURTHER REQUESTS** the report to be brought forward to the February meeting of Council to address the issue of additional costs involved.
 6. **REQUESTS** the issue of storage for Bulgarra Oval sporting and other user groups be further investigated and costed options be brought forward for consideration at the February meeting of Council.
-

- 7. REQUESTS the design and cost review of the Bulgarra Community Centre investigates an increase in size of the Occasional Child Care Centre to provide for 35 places or thereabouts by incorporating into the Occasional Child Care Centre one of the Playgroup units and FURTHER REQUESTS the ramifications of this request on the design and costs of the Bulgarra Community Centre be incorporated into the report to be brought forward to the February meeting of Council.**

ISSUES

As an outcome of Councils December decision there has been a focus on creating design options that will achieve the Design Brief objectives within the context of the budget parameters.

Additionally design options have been reviewed which were based around the proposition of demolishing the current changerooms and incorporating new facilities into the overall design.

Each of the options presented has been thoroughly scrutinised particularly from a functional and facility management perspective. All options have been subjected to cost checks by the Cost Managers with the objective of ensuring budget parameters are at the forefront.

The outcome of these exploratory designs was that it was the considered view of the Project Manager guided by Council Officers and stakeholders, that the most practical cost effective design that had been presented provided for the retention of the changerooms and to upgrade them as set out in the Design Brief.

Accordingly instructions were issued to the Project Architect to proceed on that basis.

As a matter of record, the Project Architects made representations to support what they considered to be the most desirable option which was to incorporate new changerooms in the facility. Their views were fully canvassed in a meeting held in Karratha on the 5th February 2010. The outcome was that the decision to pursue the changerooms retention option was confirmed and the Project Architects were advised accordingly. However, they indicated that they wished to pursue, at their own cost, the development of an option focussing on new changerooms.

Design elements were later explored in more detail in a video conference held on Monday 15th February 2010. The outcome was that two design options were presented and costed. The “new changerooms” model was scrutinised from a functionality and manageability perspective and, whilst an improvement on previous options, the decision was taken to continue with instructions to focus on the “retention” model. The “new changerooms” models were all of a higher cost and it was not considered that this additional cost brought commensurate value to the project.

Schematic Design

The design that has been presented for consideration is depicted in drawing BK.SK.01 Revision L (Attachment 1) and

The design complies with the requirements of the amended Design Brief and represents a very good melding of many of the desirable elements of previous design revisions considered.

In summary terms, the design provides for the following:

Community Centre

The main hall has a seating capacity of 120 people both in cabaret and theatre style. The adjoining covered outdoor area will significantly enhance the utilisation of the main hall and also provide considerable flexibility for outdoor events.

To improve the flexibility of the outdoor area, 3 phase power outlets are provided by outdoor entertainment and events, a small outdoor bar/refreshments kiosk has been created which is adjacent to paved BBQ area.

The kitchen in the main hall is laid out to provide capacity to serve to the verandah area and to the main hall and has separated food and drink serveries.

The Committee Room can cater for 16 people in a boardroom configuration or be used for any number of other activities.

The entire building has been raised up from the oval so that outdoor entertainment area, verandahs, main hall and committee will all have an interesting viewing aspect over the playing fields.

Children's Area

The design caters for a Playgroup for 20 children, an Infant Health Clinic and an Occasional Child Care facility for 35 children and a Toy Library. The Occasional Care Centre complies with all of the requirements of the Child Services Act and regulations.

These facilities are separated by a wide sweeping entry into the Community Centre and they are provided with all the necessary support amenities.

Existing Changerooms

The design calls for a significant upgrade of the existing changerrooms which has seen a blow out in the costs originally budgeted for. The extent of these improvements has been reviewed by Council Officers who have formed an opinion that there can be a substantial variation whilst still complying with all regulations and the intent of the Design Brief. This should lead to a cost saving which cannot be quantified at this stage.

Hunt Way Parking Area

The issue of ingress and egress and general parking from Hunt Way is subject to separate investigation in the context of the Bulgarra Oval Master Plan development and will be reported on in its own right.

User Group Storage

Council is advised that the provision of adequate permanent storage for user groups on the reserve is being considered as part of the Bulgarra Oval Master Plan project. The objective is to develop proposals as an outcome of user group consultation which will meet their needs in an affordable manner.

Schematic Design Reports

Schematic Design reports have been received from CODA Studio Pty Ltd and AECOM and due to their size will be tabled at the Special Meeting

Life Cycle Cost Report

A Life Cycle Cost Report has been submitted as part of the Schematic Design Information Package.

The Report, which is subject to progressive review, will be incorporated into the Facility Management Plan when considering future operating and maintenance costs.

Risk Management

The Risk Management Plan has not yet been completed and remains a high priority task for the Project Manager.

PROJECT BUDGET

Initial Budget

When considering the adoption of the Design Brief at its meeting held on 21 September 2009, Council was advised, in part, in Item 9.1.4:

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.

Council subsequently resolved, in part, vide Resolution 14806:

- 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.**

Scope and Budget Variation

At its meeting held on 16 November 2009, Council resolved to extend the scope and budget for this component of the K2020 Projects design brief to incorporate children’s related facilities. In particular, Council resolved, vide Resolution 14900, in part:

- 1. APPROVES the proposed scope variation to incorporate the provision of a children’s occasional day care centre and ancillary facilities having an area of up to 380sqm at an indicative cost of \$1,700,000 at Perth Metropolitan rates.**
- 2. APPROVES the location of the children’s occasional day care centre and ancillary facilities to be located at Bulgarra Oval, Hunt Way, Bulgarra and FURTHER APPROVES of the children’s occasional day care centre and ancillary facilities being an extension to the proposed Bulgarra Community Centre.**
- 3. NOTES the Project Manager will prepare a detailed Design Brief and Room Data Schedule for the children’s occasional day care centre and ancillary facilities modelled on the documentation previously approved by Council for the Baynton West Family Centre.**
- 4. NOTES the Project Manager will fully investigate the following as part of the design process:**
 - a. Synergies between the proposed Community Centre and children’s occasional day care centre and ancillary facilities are fully explored in order to optimise design and construction efficiencies.**
 - b. The location of the facility/facilities on Bulgarra Oval is carefully examined to ensure the most appropriate location on the reserve.**
 - c. The design brief ensures that expectations are carefully managed and that the core purpose of the main hall in the Community Centre is retained for larger scale users and functions.**

- d. Consideration is given to the potential to fully integrate the existing changerooms into any new design.
 - e. Upgrading of the Hunt Way vehicle parking area is given consideration by formalising bay marking, installation of kerbing and drainage and controlled ingress and egress.
5. APPROVES a variation to the currently approved programme to enable the redesign on concept plans and costings to incorporate the children’s occasional day care centre and ancillary facilities and NOTES the revised concept plan and costings will be tabled to the Ordinary meeting of Council in February 15th 2010 for consideration.

Revised Budget

It became apparent during the design process that there were pressures on the Design Brief particularly in some of the notional areas that were included. These items are identified in the summary below. The Cost Manager also advised that the base rates used in the preparation of costings in the Master Plan report had increased.

Consequently the Cost Manager was asked to revise the Project Budget to take these items into account and all other factors that had been identified thus far.

The advice received is as follows:

CONSTRUCTION COSTS	
Perth Construction Price 12/09 including design and construction contingencies.	4,800,000
Additional circulation areas, plant areas, lobby areas	675,000
Additional verandahs	50,000
Additional outdoor and covered areas	150,000
ADJUSTED PERTH PRICE 12/09	5,675,000
PROJECT COSTS	
Professional Fees	473,719
Project Management Fees	300,000
Karratha Construction Allowance @ 75%	3,406,500
FF@E Allowance	300,000
Public Art	70,000
Other Project Costs (legal fees, survey costs, geo tech reports etc)	150,000
Forecast escalation provision to August 2010 @ 1% PCM	924,222
FORECAST PROJECT BUDGET ex GST	\$10,166,411

It should be noted that many of the Project Costs are based on a % rate and are subject to variation.

This advice was accepted and the Design Team was advised accordingly. All subsequent designs have been measured against this budget.

Current Cost Estimates

In preparing cost estimates at this stage of the project the Project Manager established a plus or minus 5% factor on Perth Construction Prices as compared to the project budget. The Cost Manager, Davis Langdon, has advised that it is usual to permit a 10% plus or minus factor; however the lesser percentage has been adopted to reinforce the need for cost discipline in the project.

The current indicative project costs based on Revision L is as follows:

CONSTRUCTION COSTS	
Construction Cost	4,548,484
Design Contingency	227,424
Construction Contingency	143,277
ADJUSTED PERTH PRICE	4,919,185
PROJECT COSTS	
Professional Fees	473,719
Project Management Fees	300,000
Karratha Construction Allowance @ 75%	3,984,540
FF@E Allowance	300,000
Public Art	70,000
Other Project Costs (legal fees, survey costs, geo tech reports etc)	150,000
Forecast escalation provision to August 2010 @ 1% PCM	393,535
FORECAST PROJECT BUDGET ex GST	\$10,590,979

Note: The costs are subject to the preparation of a detailed Cost Plan No 3.

This is within the target cost parameter of plus or minus 5%.

It should be noted that many of the cost elements (Design and Construction Contingencies; Karratha Allowance and Escalation Provisions) are % based and will vary throughout the design life of the project.

The \$300,000 Project Management Fee is an internal charge and recovers the employment costs of the Project Manager plus an amount to recover general administration costs.

Many critical reviews have been carried on the design and it is submitted that it has been refined as much as possible whilst still retaining the design intent. The only evident area that has been identified for construction cost saving is with respect to the extent and standard of refurbishment of the existing changerooms. This will be carefully reviewed in the design development process.

FACILITY MANAGEMENT

Council is advised that a draft Facility Management Plan is being prepared and will be submitted for endorsement to the May Meeting.

The Facility Management Plan will detail all of the anticipated management, operational and tenancy arrangements that will apply to the Bulgarra Community Centre

CONSULTATION

The stakeholders involved in the child care module have been closely involved in the Schematic Design process and have contributed valuable input in a timely manner.

However time has precluded undertaking any extensive consultation with sporting and other groups other than the display of drawings and the public consultation carried out in December 2009.

OPTIONS

The Schematic Design stage has been designated as a “Stop/Go” stage in the overall design process.

The Options that are available to Council are as follows:

- 3 *Not to Proceed.* In the event that Council resolves not to proceed then the Design Team and Cost Manager would be discharged and termination payments made in accordance with the terms of their respective contracts.
- 4 *Proceed.* Council can resolve to proceed either on a conditional or unconditional basis.

STRATEGIC PLAN

The project is listed in Councils Strategic Plan for 2009/10 with a high priority.

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 current estimated Project Costs are \$10,590,979

Presently funding that is available or has been applied for is summarised below:

<i>Approved Funding</i>	
Dept of Local Government	500,000
Community Sport & Recreation Fund	937,000
Country Local Government Fund	1,100,000
<i>Funding Applied For</i>	
Cabinet Submission	8,000,000
Total anticipated funding	\$10,537,000

On the basis of funding approved or applied for Council will need to contribute or source the sum of \$63,000 to the project based on the current projected cost estimates.

CONCLUSION

The Schematic Design as presented by CODA Studio Pty Ltd and depicted in attachments 1 and 2 meets all of the requirements of the Design Brief as amended by Council.

The current estimated costs to complete the project are within a reasonable margin of the revised project budget and may be reduced by making design modifications to the scope and standard of upgrading to the existing changerooms.

On this basis, it will be recommended that the project proceed to the Design Development and documentation stage

Voting Requirements

Simple.

RECOMMENDATION

THAT COUNCIL:

1. **ENDORSES** the Schematic Design of the BCC as depicted in drawing BG.SK.01 Revision L – Layout Plan (Attachment 1) and drawing BG.SK.02 Revision L – Floor Plan (Attachment 2) and as further detailed in the Schematic Design report from CODA Studio Pty Ltd and AECOM.
2. **AUTHORISES** the Bulgarra Community Centre project to advance to Design Development and Documentation stage and **NOTES** a pre tender report will be submitted to Council seeking approval to proceed with the calling of tenders.
3. **NOTES** the current forecast project costs as prepared by Davis Langdon for the BCC based on Revision L as \$10,590,979 as detailed in the body of the report.
4. **NOTES** that indicative funding for the Bulgarra Community Centre is \$9,437,000 as detailed in the body of the report and **FURTHER NOTES** that on this basis Council will need to fund or source an indicative \$1,163,000.
5. **COMMENDS** CODA Studio Pty Ltd as Project Architect for the Schematic Design outcome of the Baynton West Family Centre.

9.1.4 K2020 PROJECTS ARCHITECTS & COST MANAGERS FEES

File No: CM.24/CP.167
Attachment(s) Nil
Responsible Officer: Executive Manager Community Services
Author Name: Project Manager K2020
Disclosure of Interest: Nil

REPORT PURPOSE

To inform Council of the outcome of negotiations with the Project Architect and Cost Manager with respect to the scope variation to the K2020 Project.

Background

At its meeting held on the 16th November 2009, Council resolved, in part:

RESOLUTION 14900

That Council, with respect to the K2020 Projects of the Baynton West Family Centre and the Bulgarra Community Centre;

- 7 APPROVES, in accordance with the provisions of the Local Government (Functions and General) Regulations clause 11 (2) (e) and Clause 11.3 of AS4122-2000 General conditions of contract for engagement of consultants, the Project Manager issuing a scope variation for the children's occasional day care centre and ancillary facilities and negotiating a fee variation consistent with current contracted rates with CODA Design Studio Pty Ltd and Davis Langdon Australia Pty Ltd.

Issues

Negotiations were entered into with CODA Studio Pty Ltd and Davis Langdon to ascertain the fee variation that would apply with respect to the variation in the scope of works. In each case the fee variation was to be based on the Terms and Conditions on the contracts previously entered into and to be governed by the Building Management & Works Schedule of Fees,

In each case, CODA Studio Pty Ltd and Davis Langdon complied with these conditions and discounted their fees to take into account the varied budget for the project.

The previous report to Council indicated that fees would be in the order of \$180,000.

The fee variations agreed to were as follows:

CODA Studio Pty Ltd	\$135,677 excluding GST
Davis Langdon	\$ 24,000 excluding GST.

Purchase Orders have been issued in each case.

A Deed of Variation has been prepared by Kott Gunning with respect to CODA Studio Pty Ltd and this has been submitted to them for signature.

Options

In light of the previous resolution previously referred to, Council has no option other than to accept the revised fees.

Policy Implications

There are no relevant policy implications pertaining to this matter.

Legislative Implications

Legal opinion is to hand and was reported to Council at its November meeting, that it is within power to Council to issue a variation to the contract in the sum outlined above.

Financial Implications

The additional fees will have an implication on the current year's budget. This matter has been dealt with in the mid year Budget Review.

Conclusion

As an outcome of Councils resolution in November 2009 to vary the scope of works for the K2020 Projects, negotiations were undertaken with the Architect, CODA Studio Pty Ltd and the Cost Manager Davis Langdon.

Fee proposals received were in accordance with the contracts on foot and with the Building Management & Works Scale of Fees.

The applicable Purchase Orders and Deed of Variation have been issued.

Voting Requirements

Absolute.

RECOMMENDATION

THAT COUNCIL:

- 1 **ENDORSES** the fee variation submitted by CODA Studio Pty Ltd in the sum of \$135,677 excluding GST for a variation in the scope of works to the K2020 Projects contract by the addition of a child services module at the Bulgarra Community Centre.

- 2 **ENDORSES** the fee variation submitted by Davis Langdon in the sum of \$24,000 excluding GST for a variation in the scope of works to the K2020 Projects contract by the addition of a child services module at the Bulgarra Community Centre.

10 TECHNICAL SERVICES
NIL

11 DEVELOPMENT SERVICES

11.1.1 KARRATHA REVITALISATION PROJECT - THE TIMETABLE AHEAD

File No: N/A

Responsible Officer: A/Executive Manager Development Services

Author Name: A/Executive Manager Development Services
& Mike Allen Planning

Disclosure of Interest: Nil

REPORT

This report is to provide Council with advice as to the timetable associated with the implementation of the Karratha City of the North (KCotN) strategic plan, and the key forecasted changes to the Shire of Roebourne Town Planning Scheme No 8 (TPS) and suite of Local Planning Policies (LPP's).

Introduction

The Premier announced the Pilbara Cities Vision in November 2009. The Vision is to establish regional centres with amenity, lifestyle and local employment across the Pilbara. For the Shire of Roebourne the Pilbara Cities Vision contemplates a City of the North with a population of approximately 50,000.

The Shire's response to the Vision has been to embark on a planning and implementation process designed to secure the Vision. Without the necessary statutory planning policies and an appropriately updated town planning scheme, the KCotN strategic planning project with its associated workshops, focus group meetings and general community engagement up to this point will fail to be properly implemented.

While the LPP's and amendments to the TPS are substantially completed, they cannot be digested in one Council meeting, so a three stage programme has been produced to indicate the timing when all of the components necessary to implement the Cities of the North Vision will be presented for endorsement. Council is requested to support this programme.

In summary, the three stages are:

Stage 1: KCotN strategic plan;

Stage 2: Amendments to the TPS and development of new and review of current LPP's;
and

Stage 3: The finalisation of a local planning strategy and preparation of a new local planning scheme.

The overall programme is shown at Attachment 1.

Stage 1 – KCotN Strategic Plan

This stage includes the Blueprint Vision for creating a City of the North incorporating the Karratha Townsite Growth Strategy Plan and the City Centre Master Plan.

The KCotN strategic plan programme consists of:

- 15-19 - February Community and stakeholder consultation.
- 1 March - Council consideration of the draft Growth Strategy Plan and City Centre Master Plan for public release.
- 10 March 21 April - Public consultation for both the Growth Strategy and City Centre Master Plan.
- 13 May - Briefing of Council on the outcomes of the public consultation and draft of the final KCotN strategic plan.
- 17 May – Council adoption of the KCotN strategic plan.
- 24 May – launch of KCotN strategic plan by the Minister for Regional Development.

Stage 2 - Amendments to the TPS and LPP's

The KCotN strategic plan has produced two strategic directions for Karratha: the Growth Strategy Plan and the City Centre Master Plan. To implement these plans, amendments to the current TPS 8 and to a number of LPP's are required.

The City Centre Master Plan and the whole thrust behind the KCotN strategic project suggested the need to introduce a City Centre zone into the TPS to distinguish Karratha from the other centres in the Shire and to facilitate the development of high rise mixed use and residential towers. A report explaining the rationale behind the need for the new zone is close to completion.

To support the new City Centre zone, a new LPP (Karratha City Centre Development Requirements) has been prepared that replaces the current Crane Circle Development Requirements policy. The current Crane Circle LPP is envisaged to be revoked as the Crane Circle Mixed Business zone is proposed to be incorporated into the City Centre zone. The new Karratha City Centre Development Requirements LPP provides all of the controls and explains the rationale behind the City Centre Master Plan and is to be incorporated into the TPS.

The introduction of a completely new zone into the TPS means changes are also necessary to the Zoning Table. The introduction of the City Centre zone has allowed an examination of the zoning table to make sure that there are no anomalies as a result of introducing the new zone, and to undertake a review of the Scheme text to the extent that various consequential amendments have been identified to complement the proposed new zone. This included the need to examine the definitions in Appendix 1 to make sure any new uses were defined, and to eliminate any unnecessary definitions.

Similarly, the new City Centre zone has consequential flow-on effects for some of the other LPP's, while others needed updating as part of the regular review process.

Three completely new policies have also been drafted which are designed to provide the necessary policy support for the development of the City of the North Vision. These policies cover Sustainable Housing, Social Justice/Social Equity, and Development Contributions.

These proposed changes to the statutory planning framework of the Shire in total are of considerable significance and; therefore, it is suggested that Council considers them over two future meetings.

At the meeting of 15 March, the amendment to TPS comprising the introduction of the Karratha City Centre zone, the consequential amendments to the Scheme text and maps which flow on from that, and the new draft Karratha City Centre Development Requirements LPP will be presented. Council will be requested to initiate the amendment to formally commence the statutory process. A briefing session for Council will be held on 12 March.

At the Ordinary Council meeting of 19 April the revised DP7 - Residential Frontage (which is proposed to be re-named Residential Development Requirements) and proposed new DP15 – Residential Buildings and Share Housing LPP's that have a bearing on residential development, and revised DP13 Tourism Zone Development Requirements (which is proposed to be renamed Tourism Zone and Short-Stay Development Requirements) will be presented to Council. The remaining existing policies together with the three completely new policies will be presented for adoption at the Ordinary Council meeting of 17 May. It is recommended that prior to these meetings, briefing sessions are held.

They can either be on the regular scheduled briefing dates of 15 April and 13 May, or completely separate workshop sessions can be organised. This is designed to enable Councillors to become completely familiar with the contents of the aforementioned policies prior to them being presented to Council at the April and May meetings.

While the amendments to some of the existing LPP's are relatively minor, there are other changes of more significance such as the removal of the requirement for planning approval for family day care centres affecting DP4 - Home Occupation and changes to the TPS suite of definitions for holiday accommodation and clarification for which developments will be exempt from length of stay limitations in the proposed DP13 - Tourism Zone and Short-Stay Development Requirements policy.

Another requirement under Stage 2 will be an amendment to the TPS to recognise the direction of growth proposed under the Townsite Growth Strategy. This Strategy is recommending new areas for urban development both east and west of the town centre in Mulataga and Gap Ridge. In order to give statutory recognition to these proposals and, subject to further investigation, an amendment will be prepared that may introduce into the TPS the notion of Development Investigation Areas. This designation recognises that there is still a considerable amount of work to be done to demonstrate the extent to which an area identified for future development can physically be developed. The alternative to Development Investigation Areas is a continuation of the use of the Urban Development zone.

If required by the Western Australian Planning Commission in lieu of a Urban Development zone, a Development Investigation Area would require the proponent/landowner to undertake all necessary investigations and studies to support the eventual conversion of the land in the TPS from Development Investigation Area to the most appropriate zone (probably the Urban Development zone).

The timetable suggests that this amendment be presented to Council for initiation at its Ordinary Council meeting on 21 June, with a briefing to be provided on 17 June.

Stage 3 - Local Planning Strategy and Local Planning Scheme

Every five years, or earlier if the Council so decides, the operative planning scheme for the Shire is required to be reviewed. The review may conclude that no changes to the Scheme are needed, some amendments are necessary, or a wholesale change and completely new Scheme needs to be produced. The last of these options is where the Shire now finds itself having experienced major changes since its existing TPS was gazetted in 2000, as well as the fact that the TPS was produced before the Model Scheme Text (MST) and needs significant revision to bring it into compliance with the MST.

While Council needs to formally resolve to initiate the production of a new local planning scheme, all of the indicators point to the need for that to occur.

As a precursor to an entirely new scheme, a local planning strategy needs to be produced. This work has already commenced, and it is estimated to be approximately 30% completed, including the production of a settlement strategy. The assistance of the Department for Planning should continue to provide assistance in the preparation of the local planning strategy from the point of view of providing baseline information and any other resources they may have that could assist the Shire.

Both amendments to an existing scheme and the production of an entirely new scheme require the determination of the Environmental Protection Authority as to what level of environmental assessment is necessary before they can be advertised for public comment, so any Council resolution to initiate an amendment to the TPS or the production of a completely new scheme will trigger that referral to the EPA.

The MST is currently being revised and consequently it is recommended that any review of the existing scheme, with a view to producing an entirely new scheme, should await the production of the revised MST. Further details of the MST review will be presented to Council at the June meeting, but it is understood that the review is substantially complete and therefore waiting for its finalisation will not materially delay the production of a new scheme.

Local planning strategies and planning schemes take a considerable amount of time and effort to complete. It is estimated that the local planning strategy should be completed by the end of 2010, and the target for the new scheme is to have it gazetted by mid 2012.

While that may seem to be in the far distance, the requirements for approvals from the EPA, extensive consultation with the community and government stakeholders, statutory advertising periods and the assessment of comments from the community mean there are few opportunities to short-circuit that timetable.

Training for Councillors and staff

The KCotN strategic project is designed to move the whole of the Shire of Roebourne, but Karratha in particular, into a new level of sophistication and complexity as far as the implementation of strategic plans and statutory policies is concerned.

With this in mind, it is recommended that some specific training in planning matters be provided to assist Council in its decision making role, and the staff in their assessment and decision-making roles.

While the form of this training will need to be determined, the experiences of local governments who have experienced rapid growth and significant development pressures, such as those anticipated for the Shire of Roebourne, should be used to provide real examples for the benefit of Councillors and staff.

Increasing complexity of policy requirements and the need for consistency in decision-making make it imperative that a thorough understanding of all aspects of the planning process is gained.

Recommendation

That Council:

- 1. Endorses the planning programme as set out in the report and at Attachment 1.**
- 2. Seeks the assistance of the Department for Planning for background information, mapping and any other material or advice that will enable the swift and accurate production of a new local planning strategy and local planning scheme.**
- 3. Supports the principle of additional training in planning matters for Councillors and relevant staff to assist with the implementation of the Karratha Revitalisation Project.**

11.1.2 EXHIBITION OF THE DRAFT KARRATHA CITY OF THE NORTH STRATEGIC PLAN

File No:	N/A
Attachment(s)	Executive Summary Karratha City of the North Strategic Plan
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Disclosure of Interest:	Nil

REPORT PURPOSE

This report is provided to Council with advice to consider the draft Karratha City of the North strategic plan for public advertising for a period of 42 days, with a closing date of 21 April 2010 (based on advertising commencing upon a notice being published in the Pilbara News on Wednesday 10 March). The purpose of the public advertising is to solicit comments from the community and stakeholders on the two strategic directions for Karratha: the Growth Strategy Plan and the City Centre Master Plan for the future growth of Karratha as a City of 50,000 and the associated development requirements for the future City Centre.

Background

The Premier announced the 'Pilbara Cities' Vision in November 2009 to create Regional Centres with amenity, lifestyle and local job creation. The Minister for Regional Development and Lands in response to the Pilbara vision requested all of the Local Governments in the Pilbara to make use of LandCorp as project managers to assist with the preparation and implementation of their Revitalisation Plans. A Memorandum of Understanding was subsequently signed between LandCorp and the Shire in October 2009, and initial planning phases commenced in November 2009.

The Karratha City of the North strategic plan addresses the long term strategic planning framework for the Karratha town site and town centre. The executive summary document that contains the draft Growth Strategy Plan and City Centre Master Plan is attached.

The vision for the Pilbara Cities is to create Karratha as a modern, vibrant regional city which:

- Has high amenity and a diversified economy;
- Support and deliver a skilled workforce for major economic projects;
- Supports diverse, intergenerational populations; and
- Supports a normalised market for housing and land supply.

The Karratha City of the North strategic plan responds to the visions shared by State and Local Government to revitalise and grow Karratha, as set out in Pilbara Cities, and local strategic plans including 'Karratha 2020 Vision', i.e., for

"Karratha to become a "City of the North" with a permanent population of between 50,000 - 100,000 over the next 30+ years."

The Project Scope and Phases

The revitalisation plans prepared during the planning phases will be the blueprints for achieving these visions. The Key Objectives for the project was to:

- Enhance the quality of life for existing residents and to attract and retain future residents;
- Respond to the environment and achieve a sense of place;
- Achieve sustainable growth and development over the long term;
- Support economic activity and promote diversification;
- Deliver a vibrant and activated town centre; and
- Identify and establish a partnership approach to deliver the project.

A ‘business as usual’ approach will not achieve these visions. Facilitated local and regional economic development is required to drive the aspirational population growths for these centres. This will involve generating local employment in excess of current projections, attraction of capital investment and greater mobilisation of entrepreneurial capability in the north.

To achieve this requires both a governance mechanism and an investment vehicle with the authority, expertise and resourcing capability necessary to make it happen. The Karratha City of the North strategic plan will consist of a sustainability framework, a growth plan, a master plan and an implementation plan.

The Karratha City of the North strategic plan will set the context for Commonwealth, State and other funding sources. Set within the right governance framework, it will also provide strategic direction on public and private sector projects and enable coordinated delivery of services and infrastructure.

The Karratha City of the North strategic plan is a two stage process where Phase 1 involves a planning phase, during which a revitalisation plan is prepared and partnership approach is established to undertake Phase 2 which is the delivery phase. It is critical that the Karratha City of the North strategic plan is delivery focused, and has consideration for the operational requirements of the key delivery partners such as State Agencies, including LandCorp.

Phase 1 - the planning phase will need to address:

- Long term structure of the city and relationship to connecting towns;
- The preferred growth scenario;
- Land release responsibilities and timing;
- A physical infrastructure coordination program;
- Formulation of strategies/proposals to meet key objectives such as economic diversification and affordable living which are critical to meet growth aspirations;
- Social infrastructure requirements aligned with population growth trajectory;
- City Centre Master plans;
- City Growth Plan;
- Commencement of strategic and statutory planning;
- Place management and activation strategies; and
- Governance requirements to drive delivery.

For the Shire's, Phase 2 - the delivery phase will involve:

- Partnership engagement;
- Local leadership;
- Completion of strategic and statutory planning; and
- Planning and development approvals.

Phase 1 - the planning phase of the Karratha City of the North strategic plan, is the process of preparing and delivering specific documents that will ensure approval from all approving authorities and stakeholders – collectively these are referred to as the Implementation Blueprint. These deliverables include:

A. Growth Strategy Plan

The Growth Strategy Plan is a strategic planning framework that will identify the long term vision and objectives for the city, context, key issues and opportunities, strategies for how sustainable growth of the town or city should occur, and the implications for land use and development (including land release staging). This includes a social infrastructure framework, which aligns the population growth trajectory, corresponding social and physical infrastructure requirements to meet the needs of that growth, and the thresholds at which it should be provided.

B. City Centre Master Plan

The City Centre Master Plan will illustrate the development and include strategies required to revitalise the city centre, establish the form and structure that will allow it to grow as a city, and ensure its integration into the rest of the town site.

C. Implementation Plan

The Implementation Plan will set out the program for the delivery of community, economic, environmental physical and governance implementation projects and programs. It must include a scope of works, roles and responsibilities, timing, and other information required to inform the delivery plans and programs of the project partners.

D. Sustainability Framework

The Sustainability Framework will include context analysis and sustainability objectives and criteria used to evaluate preparation and monitor delivery of the Implementation Blueprint. The objectives will inform focus/working groups, which will be established to identify strategies/initiatives to be included in the implementation plan, to address key issues such as affordable living, economic diversification and place activation. These will include relevant consultants and key government and non-government stakeholders and other representatives.

Key Consideration of the Plans

The draft Growth Strategy Plan and the draft City Centre Master Plan respond to the aspirations of both Local and State Government. The draft plans consolidate and build upon previous work carried out at a regional level, including:

- Regional strategies, partnerships and visioning studies such as *Karratha 2020 Vision and Community Plan*, *Karratha Strategic Plan 2009-2013*, *Karratha Area Development Strategy* and the yet to be adopted *Karratha Open Space Strategy 2010*, which help to identify regional challenges and Karratha's role in the Pilbara; and
- Analysis conducted by resource companies on current development conditions, issues and challenges facing the sector, the need for Government intervention and commitments the resource industry sector is willing to make.

The plans are also informed by:

- An understanding of the constraints and pressures affecting the local community associated with minimal planning, the provision of basic infrastructure and temporary housing;
- An understanding of the character of the Pilbara Region and Karratha's sense of place; and
- Extensive consultation with community, indigenous, corporate and government stakeholders.

The project has progressed well and initial stakeholder workshops were held in Karratha in early December 2009. This was followed by a further round of community and stakeholder workshops in early February 2010. The due diligence reports have been completed, and preliminary high level growth plans and city/town centre master plans have now been finalised based on the feedback from the workshops.

The Growth Strategy Plan and City Centre Master Plan aims to address the following main design principles which were considered in the compilation of the plans being to:

- Design with Nature;
- Create Good Structure;
- Integrate Uses;
- Provide for Diversity;
- Link Attractions;
- Ensure Accessibility;
- Respond to Climate;
- Ensure Cultural Identity;
- Promote an Active Playful City;
- Ensure Sustainability and Replenishing, and
- Ensure Integration and Timelessness.

The plans are now at a stage where we are seeking comment from a broad cross section of the Pilbara's business and residential communities.

Conclusion

The process from here on forward should the Council endorse the plans to be advertised for public comment is as follows:

- Allow 42 days for public comment closing on the 21 April;
- Shire, LandCorp and the consultant team will then consider the submissions;
- If needed, the plans will be amended based on the public submissions;
- The Blueprint Implementation Plan, City Growth Plan, City Centre Master Plan to be finalised and presented to Council for final endorsement; and
- To present the Karratha City of the North strategic plan to WAPC, Department of Planning and Pilbara regional Planning Committee for endorsement.

Voting Requirements

Simple.

RECOMMENDATION

That Council:

1. **Endorse the Executive Summary for the Karratha City of the North strategic plan containing the draft City Growth Plan and City Centre Master Plan for public comment for a period 42 days.**

12 ITEMS FOR INFORMATION ONLY

NIL

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

16 CLOSURE & DATE OF NEXT MEETING

15th March 2010