



ORDINARY COUNCIL MEETING

AGENDA

**NOTICE IS HEREBY GIVEN that an
Ordinary Meeting of Council will be held
in the Council Chambers, Welcome Road, Karratha,
on Wednesday, 26 April 2023 at 6pm**

**VIRGINIA MILTRUP
CHIEF EXECUTIVE OFFICER**



No responsibility whatsoever is implied or accepted by the City of Karratha for any act, omission or statement or intimation occurring during Council or Committee Meetings. The City of Karratha 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 City of Karratha during the course of any meeting is not intended to be and is not taken as notice of approval from the City of Karratha.

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

WRITTEN CONFIRMATION

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

Signed: _____
Virginia Miltrup - Chief Executive Officer

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

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

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

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

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

NOTES ON FINANCIAL INTEREST (FOR YOUR GUIDANCE)

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

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

INTERESTS AFFECTING IMPARTIALITY

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

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

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

IMPACT OF AN IMPARTIALITY CLOSURE

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

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

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AGENDA

1 OFFICIAL OPENING

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

2 PUBLIC QUESTION TIME

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

Councillors:

- Cr Kelly Nunn [Deputy Mayor]
- Cr Garry Bailey
- Cr Margaret Bertling
- Cr Gillian Furlong
- Cr Daiva Gillam
- Cr Geoff Harris
- Cr Pablo Miller
- Cr Travis McNaught
- Cr Daniel Scott
- Cr Joanne Waterstrom Muller

Staff:

Virginia Miltrup	Chief Executive Officer
Phillip Trestrail	Director Corporate & Legal Services
Angela McDonald	Acting Director Community Services
Lee Reddell	Director Development Services
Simon Kot	Director Strategic Projects & Infrastructure
Jodie Swaffer	Minute Secretary

Apologies: Cr Peter Long [Mayor]

Absent:

Leave of Absence:

Members of Public:

Members of Media:

4 REQUESTS FOR LEAVE OF ABSENCE**5 DECLARATIONS OF INTEREST****6 PETITIONS/DEPUTATIONS/PRESENTATIONS****7 CONFIRMATION OF MINUTES AND BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETINGS**

OFFICER'S RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on Monday, 27 March 2023, be confirmed as a true and correct record of proceedings.

8 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

01/03/2023	- WA Local Government State Council meeting and Strategic Forum
03/03/2023	- Rangelands Board Meeting
08/03/2023	- 2023 WA Transport and Roads Forum
10/03/2023	- Meeting with KOMIPO – Air WA
14/03/2023	- Pilbara Universities Centre Board Meeting
16/03/2023	- Meeting with OECD delegation
16/03/2023	- Rio Tinto Iron Ore 2022 Supplier Recognition Awards
17/03/2023	- Meeting with Air WA
20/03/2023	- City of Karratha Audit & Organisational Risk Committee Meeting
20/03/2023	- Council Briefing Session
21/03/2023	- Meeting with Hydrogen Space 2023
21/03/2023	- Hydrogen Society of Australia's Annual General Meeting
21/03/2023	- Pilbara Critical Infrastructure Security Collective Meeting
21/03/2023	- WALGA Best Practice Governance Review
22/03/2023	- Net Zero Economy Taskforce Meeting with Department of the Prime Minister and Cabinet
22/03/2023	- Murujuga Rock Art Stakeholder Reference Group Meeting
22/03/2023	- Inquiry into the project known as the Iron Boomerang Senate Committee
24/03/2023	- Meeting with Regional Development Australia Pilbara
24/03/2023	- Official Opening of the Gala Evening with the West Australian Ballet

9 EXECUTIVE SERVICES

Nil

10 CORPORATE SERVICES

10.1 FINANCIAL STATEMENTS FOR PERIOD ENDED 28 FEBRUARY 2023

File No:	FM.19
Responsible Executive Officer:	Director Corporate & Legal Services
Reporting Author:	Corporate Accountant
Date of Report:	5 April 2023
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	<ol style="list-style-type: none"> 1. Statement of Financial Activity 2. Variance Commentaries – Statement of Financial Activity by Nature and Type 3. Statement of Financial Position 4. Net Current Funding Position

PURPOSE

To provide a summary of Council's financial position for the period ending 28 February 2023.

BACKGROUND

Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* requires the City to prepare a monthly statement of financial activity including the sources and applications of funds, as compared to the budget.

SUMMARY

The following table is a summary of the Financial Activity Statement by Nature and Type compared to the Budget as of 28 February 2023:

2022/23	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	YTD Variance	Variance %	Impact on Surplus
Operating Revenue (incl. Rates)	118,747,403	122,798,242	94,097,402	99,194,155	5,096,753	4.5%	↑
Operating Expense	(114,742,587)	(115,263,378)	(80,491,975)	(79,021,903)	1,470,072	-1.8%	↑
Non Operating Revenue	68,558,105	70,243,105	23,257,122	12,831,588	(10,425,534)	-89.2%	↓
Non Operating Expense	(94,772,771)	(99,647,200)	(44,545,845)	(22,865,340)	21,680,505	-43.8%	↑
Non Cash Items Included	20,789,922	20,789,919	13,610,654	19,991,553	6,380,899	46.9%	
Restricted PUPP Surplus BFWD 1 July	124,258	124,258	124,258	124,258	0	0.00%	0
Unrestricted Surplus BFWD 1 July	1,342,418	1,342,418	1,342,418	1,342,418	0	0.00%	0
Surplus/(Deficit) 22/23	46,746	387,364	7,394,034	31,596,729	24,202,695		

This table shows a surplus position of \$31.6m, a positive variance of \$24.2m compared to the budgeted surplus position of \$7.4m, which reflects timing of transactions associated with projects and grant funding. The brought forward unrestricted surplus position of \$1.3m is a pre-audit position and remains subject to end of financial year accounting and audit adjustments.

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

At its March meeting, Council resolved to adopt the March 2023 Budget Review. The amendments to budget adopted as part of this review are not reflected in this report, however will be reflected in the financial statements for the period ending 31 March presented at the May meeting of Council.

In accordance with the materiality threshold adopted by Council for the reporting of variances in Operating Revenue and Expenses, the following comments provide an explanation of material variances which contribute significantly to the total YTD budget variance shown in the above table. Further details are provided later in this report in the Variance Commentary - Statement of Financial Activity by Nature & Type.

Operating Revenue		
3,500,000	▲	RTIO CISP income received earlier than budgeted.
928,930	▲	Waste Management - Increased seasonal income in February Liquid waste income will be affected. Evaporation pond closure, income for septic pond only.
840,906	▲	Proceeds on sale of assets and realisation – Largely due to sale of Staff Housing on Walcott Way
720,194	▲	Interest rates higher than anticipated at budget time. 2.5%-3.08% compared to actual interest rates of 2.5%-4.95%.
374,640	▲	Government Grant - Financial Assistance and Local Road Grant higher than anticipated.
332,339	▲	The Quarter - Outgoings revenue higher than anticipated.
297,734	▲	Increase in RASI (Security Screening) Grant by the Federal Govt, corrected at budget review
222,305	▲	KLP Swimming Lessons - New account created at budget review solely for swimming lessons.
190,724	▲	Housing Rents received in excess to budget
187,429	▲	KTA Airport Leases - Outside Terminal - New lease agreements negotiated with tenants with higher lease rates.
180,308	▲	KLP Admissions - Slight increase in facility usage & memberships.
176,000	▲	Youth Services - RTIO Funding received earlier than anticipated.
97,467	▲	Helicopter Landing - Additional revenue generated by increase in helicopter movements due to increased off-shore drilling activity.
88,097	▲	KLP Kiosk - account adjusted at budget review due to kiosk operations being new this FY.
8,137,073	▲	Positive Variance
(1,080,000)	▼	Development WA Funding for Madigan Road Works pending receipt.
(500,000)	▼	Shakespeare SWA contribution pending.
(360,000)	▼	Oval Hardcourts Grants - Ed Dept contribution to be invoiced.
(288,303)	▼	Road Maintenance grant funding - Certificate of Completion lodged in August. Awaiting payment of funds.
(220,508)	▼	Aircraft Landing - Reduction due to forecasted Bechtel flights delayed from November 2022 to March 2023 and reduced frequency, budget corrected at Budget Review.
(211,837)	▼	KLP Services - included swimming lesson income, which is GST, swimming lesson income removed at budget review.
(115,568)	▼	Rates - Variance reflective of YTD Rates levied, including ex gratia rates (to be journalled).

(165,270)	▼	Roebourne Aquatic Centre Grants - Ed Dept contribution to be invoiced.
(152,332)	▼	Private works - MRWA MOU not renewed, works have not been carried out.
(78,271)	▼	Fines & Penalties - Resourcing, greater compliance and prioritisation of tasks has resulted in less fines being issued. Catching up on referring unpaid fines to Fines Enforcement. To be adjusted as part of finalising budget review.
(54,922)	▼	Ex Gratia Rates - Pending journal from Rates - Revenue on par with budget.
(54,401)	▼	Ovals & Hardcourts Hire - Summer sports not yet invoiced
(3,281,413)	▼	Negative Variance
4,855,660	▲	Net Positive Variance

Operating Expense		
1,380,451	▲	Various vacancies across the City have resulted in reduced employee costs.
895,280	▲	Madigan Rd (Homemaker Centre Access) Modification - Design - Project delayed. Cashflow to be adjusted in budget review.
858,114	▲	Delay in ERP expenditure and minor projects implementation due to organisational resourcing constraints.
722,654	▲	Technical Services - ABC allocations, timing variance of underlying costs. Net to nil across organisation, budget to be updated at budget review.
686,616	▲	Project Management Admin - ABC allocations, timing variance of underlying costs. Net to nil across organisation, budget to be updated at budget review.
476,336	▲	Karratha Golf Course/Bowling Club - POs and Invoices incorrectly allocated to another account. Journals in progress.
418,980	▲	Liveability to be allocated - ABC allocations, timing variance of underlying costs. Net to nil across organisation, budget to be updated at budget review.
395,562	▲	Cell 0 Capping / Closure Works - Budget reduction, contingency savings. Some timing issues related to flare installation.
357,907	▲	Karratha Leisureplex - ABC allocations, timing variance of underlying costs. Net to nil across organisation, budget to be updated at budget review.
353,131	▲	General Waste and Recycling Collection - CPI 6.392% reflected
290,296	▲	Development Services to be allocated - ABC allocations, timing variance of underlying costs. Net to nil across organisation, budget to be updated at budget review.
264,821	▲	Liveability - changes to project schedule, adjusted at budget review.
150,000	▲	Pilbara University Centre payment of \$140,000 made to account below incorrectly. Payment to be journaled to correct account.
138,716	▲	Fee Waiver - Project delays this might carry forward to 23/24.
131,610	▲	Karratha Golf Course/Bowling Club Water - timing of expenditure to be updated at budget review.
130,000	▲	Business Support Contribution - 2021/22 grants now acquitted. 2022/23 grant agreements with KDCCI to be executed. Payment expected to be made in April subject to KDCCI approval of grant agreements.
56,291	▲	REAP Electricity - Variance to be adjusted at budget review.
51,740	▲	Millars Well Oval - Over estimation of water budget.
7,758,504	▲	Positive Variance
(5,581,951)	▼	Depreciation - Variance due to revaluation, budget to be updated at budget review.
(228,501)	▼	Infrastructure Services - Parks & Garden - Works brought forward earlier than expected.
(225,764)	▼	Parks & Gardens - Incorrect expenditure of golf Course costings. Being journaled across.
(129,740)	▼	Economic Development initiatives - Pilbara University Centre payment of \$140,000 made to this account incorrectly. Payment to be journaled to correct new account.
(122,980)	▼	Karratha Airport Potable Water - Increased water use due to leaks and increase in rental car business, budget adjusted at budget review.
(6,288,936)	▼	Negative Variance
1,469,568	▲	Net Positive Variance

Non Operating Revenue		
(15,344,406)	▼	Timing variance of transfer from Infrastructure Reserve - Budget amended in budget review.
(1,897,229)	▼	Proceeds from disposal of assets less than anticipated due to timing variance of processing asset disposal
(1,104,138)	▼	KRMO Phase Two Funding 50% received March 21 & 50% at PC. KRMO Phase Three Funding 50% received June 22, 40% claims quarterly in progress and 10% at PC.
(833,914)	▼	Hillview/ Balmoral Upgrade project delayed. Cashflow to be adjusted in budget review.
(798,948)	▼	Profit/Loss on disposal of assets less than anticipated due to timing variance of processing asset disposal
(567,363)	▼	Road Maintenance Operation - Works yet to commence, forecast May commencement.
(102,000)	▼	Footpath & Kerb Maintenance - Works yet to commence, forecast May commencement.
(101,273)	▼	Liveability Grants – final 25% KRMO CSRFF due at PC - delayed to due construction – anticipated collection in June
(20,749,271)	▼	Negative Variance

Non Operating Expense		
4,843,255	▲	Lot 7020 Development project delayed. Cashflow adjusted in budget review.
3,556,044	▲	Timing variance of transfer to Infrastructure Reserve - Transfer to occur in February which relates to TWA rates
2,413,045	▲	Kevin Richards Club Room project delayed. Cashflow adjusted in budget review.
1,520,458	▲	Hillview/ Balmoral Upgrade project delayed. Cashflow adjusted in budget review.
1,369,955	▲	Jinggari Sites project delayed. Cashflow adjusted in budget review.
1,221,464	▲	Timing variance to transfer to Waste Management Reserve - Transfer to occur at end of financial year and budget timeline to be amended in budget review
1,099,537	▲	Shakespeare housing units completion anticipated Feb 23. Cashflow adjusted in budget review.
746,150	▲	Airport Car Park Equipment - Timing - \$597k Installation of Car park equipment delayed to April 2023 and \$12.5k Smart Metering delayed to June 2023.
607,698	▲	Waste Services Landfill Operations – Water cart waiting delivery, P8020 replacement waiting business case.
515,698	▲	KLP Solar project delayed. Cashflow adjusted in budget review.
400,000	▲	KLP Outdoor Court Shading project delayed. Cashflow adjusted in budget review.
384,988	▲	Footpath - Dampier Road Stage 7 - project delayed. Cashflow adjusted in budget review.
383,855	▲	Parks & Gardens - Delays to plant arrival.
361,063	▲	Kevin Richards Club Room - ABC allocations, timing variance of underlying costs. Net to nil across organisation, budget to be updated at budget review.
358,763	▲	Roads & Streets - Waiting replacements P8822 and P8823.
341,225	▲	Information Technology Hardware & Software - Delay to planned asset replacement procurement. Adjusted at budget review.
276,600	▲	Footpaths Major Replace/Renewals - Works not yet completed, works scheduled in April.
242,078	▲	KTA - Water Mains Pipe Replacement - Project for replacement of Mains from Bayly Ave to Storage Tanks to commence in Q4.
191,670	▲	Kerb Renewals - Have not had contractor to date, works scheduled for April.

182,981	▲	Stormwater Structure Projects - The total construction expenditure was less than estimated \$557k.
180,408	▲	Playground Replacement/Upgrade - Delays to starting works on new playgrounds. Awaiting final designs to arrive.
162,184	▲	Millars Well Oval (KRMO) Redevelopment - ABC allocations, timing variance of underlying costs. Net to nil across organisation, budget updated at budget review.
145,891	▲	Airport remediation works forecourt paving off track. Adjusted at budget review.
120,693	▲	Building Housing project completed. Cashflow adjusted in budget review.
100,000	▲	Exec Admin - Reallocation of Fleet purchase in Feb. Corrected March.
99,344	▲	Kevin Richards Northern car park project delayed. Cashflow adjusted in budget review.
96,919	▲	Roebourne Wittenoom Rd-Gravel Resheeting - Variance due to costs still to be allocated through timesheets as more detail is required on usage.
96,571	▲	Roebourne Wittenoom Rd-Gravel Resheeting overheads allocated based on timesheet wages, budget adjusted at budget review.
86,800	▲	Karratha Depot Building Improvements - Adjusted at budget review.
81,836	▲	Arts & Culture - Variance adjusted budget review.
80,000	▲	Baynton West Irrigation Tank Decommissioning - Have not received invoices for works.
80,477	▲	Replace Park Furniture/Fencing - Delays to materials arriving to complete works.
78,105	▲	Reticulation Upgrades - Delays to contract works due to Contractor availability. Contractor expected to start in April.
75,000	▲	Cbd Bus Shelters - Project delayed cashflow adjusted in budget review.
74,700	▲	Murujuga Nat. Park Access Road (Conzinc Bay) project delayed. Cashflow adjusted in budget review.
72,000	▲	7MWF Plant Maintenance Shade Dome & Concrete Pad project delayed. Cashflow adjusted in budget review.
69,555	▲	Ovals - General Equipment projects delayed – KRMO scoreboard works commencing late March – invoicing would be delayed until probably mid-end of April. KLP Goal posts ordered, awaiting fabrication and delivery, install works delayed until delivery received – anticipated mid-April.
62,130	▲	Karratha Airport Terminal Air Conditioning - Adjusted at budget review.
56,143	▲	Housing Construction Jingarra Sites - ABC allocations, timing variance of underlying costs. Net to nil across organisation, budget updated at budget review.
55,730	▲	\$60k reduction in purchase price for Shakespeare units as agreed between parties.
22,891,013	▲	Positive Variance
(3,484,775)	▲	Tsf to Partnership Reserve – Represents \$1.0m for DCH and \$2.5 Wickham Rec – pending transfer from Muni
(200,000)	▼	Dampier Shopping Centre - Loan drawdown earlier than anticipated
(3,684,775)	▼	Negative Variance
19,206,237	▲	Net Positive Variance

FINANCIAL MANAGEMENT UPDATE

Local Government Financial Ratios

Period End 28 February 2023	Target Ratio	Original Annual Budget Ratio	YTD Actual Ratio
Current Ratio Current Assets less Restricted Assets ÷ Current Liabilities less liabilities associated with Restricted assets	1 or above	N/A	3.27
Asset Sustainability Ratio Capital Renewal and Replacement Expenditure ÷ Depreciation	≥ 0.90	0.77	0.46
Operating Surplus Ratio Operating Surplus (excl. capital grants & contributions) ÷ Own Source Revenue	0 – 15%	4.7%	23.3%
Own Source Revenue Ratio Own Source Operating Revenue ÷ Operating Expenses	0.40 or above	0.88	1.10
Debt Service Cover Ratio Operating surplus before interest expense and depreciation ÷ Principal and interest Expense	> 2	73.3	34.9

Statement of Financial Position

	2023 February	2023 January	% Change
Current			
Assets	108,517,054	109,482,142	-0.88%
Liabilities	18,189,480	14,013,808	29.80%
Non Current			
Assets	789,929,730	955,646,783	-17.34%
Liabilities	4,238,362	4,791,114	-11.54%
Net Assets	876,018,942	1,046,324,003	

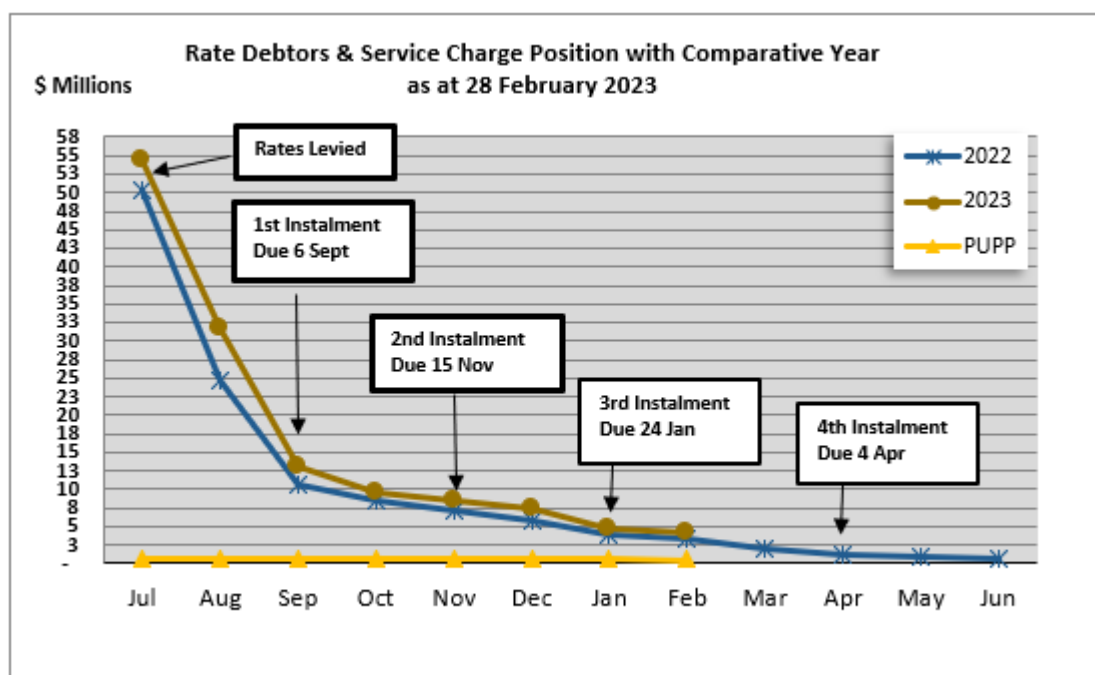
Current Assets decreased by 0.88% from January to February, which was attributable to the decrease in Restricted Cash and Cash Equivalents, partially offset by an increase in Unrestricted Cash and Trade and Other Receivables. Current Liabilities increased by 29.80% due to an increase in Trade and Other Payables. Non-Current Assets decreased by 17.34% due to the decrease in Infrastructure Assets and Property Plant and Equipment related to prior period adjustments for the post closure asset. Non-Current Liabilities decreases by 11.54% due to a decrease in the waste provision related to prior period adjustments.

Debtors Schedule

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

Debtors Schedule				
	2023 February	2023 January	Change %	% of Current Total
Sundry Debtors				
Current	4,298,524	2,949,118	46%	80.5%
> 40 Days	61,515	668,569	-91%	1.2%
> 60 Days	44,639	243,346	-82%	0.8%
> 90 Days	935,907	897,684	4%	17.5%
Total	5,340,585	4,758,716	12%	100%
Rates Debtors				
Total	4,313,697	4,683,599	-8%	100%
PUPP Debtors				
Total	679,088	682,913	-0.6%	100%

A total of \$52.3m of Rates (including ESL and waste charges) have been paid to end of February, representing a collection rate of 92.4% to date.

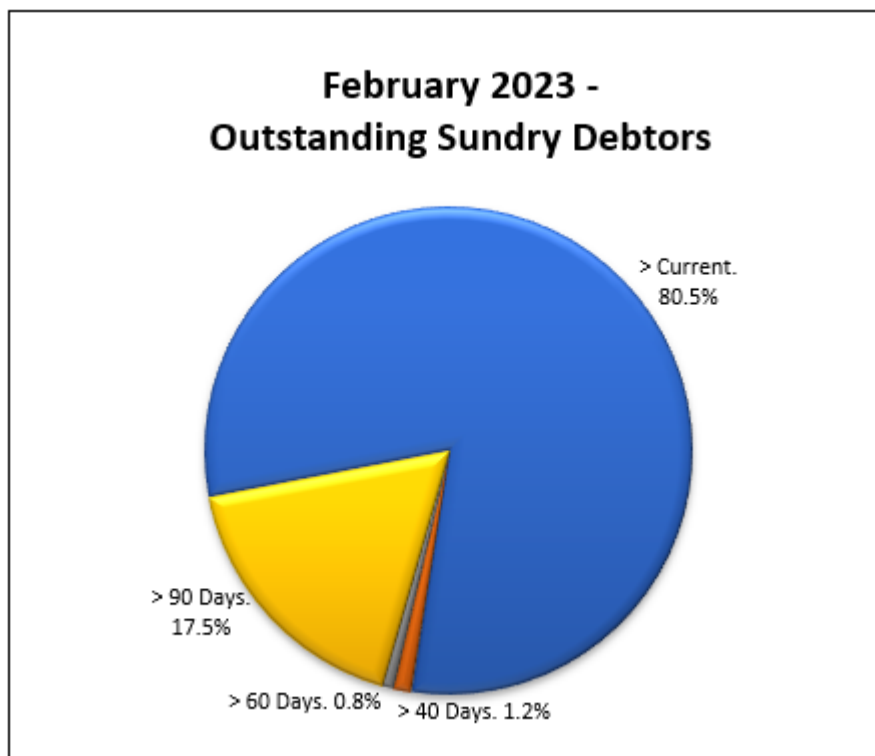


There was no material change from February in the PUPP Debtors balance. PUPP payments have now been received on 99.71% of properties and of those paid, 98.36% have paid in full with 1.34% paying by instalments.

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

Debtor Code	Name	40 Days	60 Days	Over 90 Days	Commentary
B424	Noel Bartholomew	339.74	-	64,497.16	Relates to remedial works carried out at residential address and related admin fees. Referred to Debt Recovery Agent 30/11/22. City has received advice from debtor that there is no current capacity to enter arrangement to settle debt due to financial hardship and extraordinary personal circumstances. Debtor has advised they will be making application to the City to provide relief.
C529	Corps Earthmoving Pty Ltd	6,407.46	-	45.15	Relates to Waste charges during December 2022. Invoice issued January 2023. Reminder email sent 16/03/23.
F138	Frank Smith	-	-	41,593.20	Demolition costs due to uninhabitable dwelling. At the Feb 2019 OCM Council resolved to take possession and sell the property. Defendant denied liability. Instruction to proceed to sale of land by way of auction as per resolution 154290 issued to Debt Recovery agent.
F174	Flex Cafe	248.80	-	47,376.14	Relates to monthly rent at KLP Café from Sep 2021 - Sep 2022 and utility fees for Jul 2021 - Jul 2022, grease trap removals and annual food inspection fees. Termination notice issued 18/08/22. Flex vacated 01/10/22. Referred to Debt Recovery Agent 22/11/22. Letter of demand issued with no response. General Procedure Claim in progress via Debt Recovery Agent.
H026	Housing Authority	544.49	1,053.50	3,976.99	Relates to bin replacement invoices issued between June 2022 & January 2023 and accrued interest. Reminder emails sent 20/02/23 and 16/03/23.
J101	Karratha Skip Bin Hire Pty Ltd	35.22	-	6,979.59	Waste disposal fees for Oct - Dec 2020 plus interest charges. Account is currently cash only. Most recent payment received in Apr 2021. Referred to Debt Collection and Letter of Demand issued in May 2021. Communication with the debtor indicated balance to be paid by Dec 2021 over multiple instalments, however no payments received. Referred to Debt Recovery Agent 22/11/22. Letter of demand issued with no response. General Procedure Claim served in January 2023
M379	Move Your Body Studio	124.84	-	21,932.20	Relates to rent for lease at Pam Buchanan Family Centre for Dec 2021 - Aug 2022, utility charges Dec 2021 - Jun 2022. City has received advice from MYB that they will be entering into voluntary administration. No further updates from Move Your Body and email have been disconnected. Referred to Debt Recovery Agent 22/11/22.

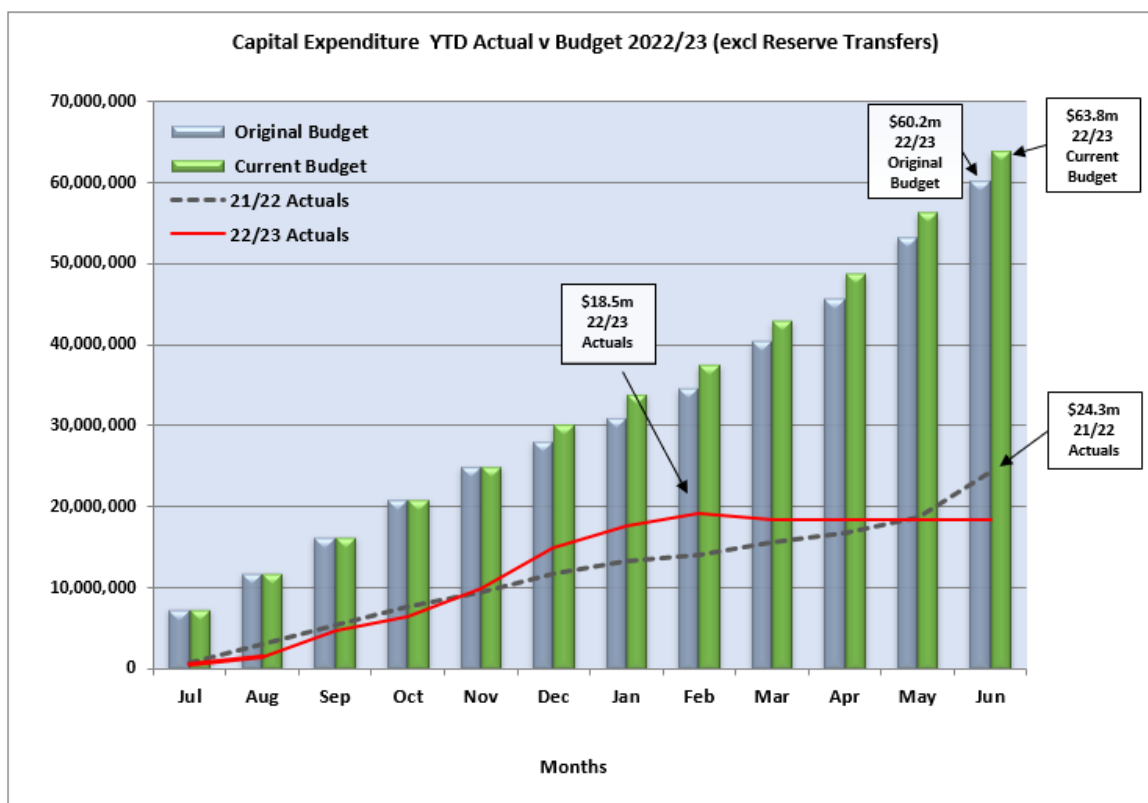
Debtor Code	Name	40 Days	60 Days	Over 90 Days	Commentary
T264	Telstra Corporation Ltd	36.83	-0.01	5,179.90	Relates to annual service charge for utility connections at Karratha Airport. Reminder email sent 14/03/23.
V026	Virgin Australia Airlines Pty Ltd	-	-	525,321.38	Voluntary Administration as of 20/04/20. City Proof of Debt formally admitted in full 06/08/21. Dividend payment of \$29,511.49 received 15/09/22.



Capital Expenditure

Council's current 2022/23 Capital Expenditure budget is \$63.8m which includes significant projects such as: housing and land development, KLP solar initiative, Murujuga National Park access road, and the Kevin Richards Memorial Oval redevelopment. The following table shows capital expenditure is 50.9% below budget for the year to date.

CAPITAL EXPENDITURE						
Asset Class	YTD			ANNUAL		
	YTD Budget	YTD Actual	Variance %	Annual Original Budget	Annual Amend Budget	% of Annual Budget
	28-Feb-23			30-Jun-23		
Land	1,860,000	1,804,270	-3.0%	500,000	1,860,000	-3.0%
Artwork	81,836	0	-100.0%	81,836	81,836	0.0%
Buildings	21,896,903	10,461,652	-52.2%	39,579,701	39,868,903	26.2%
Equipment	904,663	270,107	-70.1%	713,404	1,038,404	26.0%
Furn & Equip	458,100	67,699	-100.0%	859,100	859,100	7.9%
Plant	2,221,000	559,848	-74.8%	2,332,000	2,332,000	24.0%
Infrastructure	10,163,363	5,290,393	-47.9%	16,100,287	17,723,788	29.8%
Totals	37,585,865	18,453,969	-50.9%	60,166,328	63,764,031	28.9%



Financial Statements

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

- Statement of Financial Activity by Nature and Type.
- Variance Commentary - Statement of Financial Activity by Nature and Type.
- Net Current Funding Position.
- Statement of Financial Position.

LEVEL OF SIGNIFICANCE

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

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

STATUTORY IMPLICATIONS

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

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

In accordance with Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, a report must be compiled on variances greater than the materiality threshold adopted by Council of \$50,000 or 10% whichever is the greater. As this report is

composed at a nature and type level, variance commentary considers the most significant items that comprise the variance.

COUNCILLOR/OFFICER CONSULTATION

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

COMMUNITY CONSULTATION

No community consultation is required.

POLICY IMPLICATIONS

The Council's financial reporting is prepared in accordance with Accounting Policy CF12. This is reviewed periodically to ensure compliance with legislative and statutory obligations.

FINANCIAL IMPLICATIONS

The report represents the financial position of the Council at the end of February 2023 with a year-to-date budget surplus position of \$7,394,034 (comprising \$7,269,776 unrestricted surplus and \$124,258 restricted surplus) and a current surplus position \$31,596,729 (comprising \$31,472,471 unrestricted surplus and \$124,258 restricted surplus). The restricted balance comprises PUPP service charges levied in 2014/15.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2022-2023 provided for this activity:

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

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	Completion of the Monthly Financial Activity Statement report is a control that monitors this risk. Strong internal controls, policies and monitoring ensure risks are assessed regularly and managed appropriately. Expenditure and revenue streams are monitored against approved budgets by management and the financial team with material variances being reported.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	Low	Financial reports are prepared in accordance with the Local Government Act, Regulations and Accounting Standards.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

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

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council:

1. RECEIVE the Financial Reports for the financial period ending 28 February 2023; and
2. APPROVE the following actions:
 - a) _____
 - b) _____

Option 3

That Council DEFER CONSIDERATION of the Financial Report for the financial period ending 28 February 2023.

CONCLUSION

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

OFFICER'S RECOMMENDATION

That Council RECEIVE the Financial Statements for the financial period ending 28 February 2023 as shown in Attachments 1 to 4.

10.2 LIST OF ACCOUNTS – 1 MARCH 2023 TO 31 MARCH 2023

File No:	FM.19
Responsible Executive Officer:	Director Corporate & Legal Services
Reporting Author:	Senior Creditors Officer
Date of Report:	19 April 2023
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. List of Payments March 2023 2. List of Credit Card Payments (Feb 2023)

PURPOSE

To advise Council of payments made for the period from 1 March 2023 to 31 March 2023.

BACKGROUND

Council has delegated authority to the Chief Executive Officer (Delegation 1.6) the power to make payments from the City's Municipal and Trust funds.

In accordance with *Regulations 12 and 13* of the *Local Government (Financial Management) Regulations 1996* a list of accounts paid by the Chief Executive Officer is to be provided to Council, where such delegation is made.

The list of accounts paid must be recorded in the minutes of the Council Meeting.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

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

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

Staff are required to ensure that they comply under Council Policy CG12 – Purchasing Policy and CG11 - Regional Price Preference Policy (where applicable) and that budget provision is available for any expenditure commitments.

FINANCIAL IMPLICATIONS

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

Payments for the period 1 March 2023 to 31 March 2023 (including credit card transactions - Feb 23) totalled \$11,418,819.71, which included the following payments:

- LGIS – Insurances, 2nd Instalment - \$1,739,431
- Thomas Building – Kevin Richards Memorial Oval Redevel PC#10 - \$881,708
- Dept Fire & Emergency Serv – ESL 3rd Quarter Contrib - \$653,529
- TechnologyOne – Software Licence Renewal - \$470,130
- Corps Pavement Services – Overlay Program Claims - \$436,991
- Trasan Contracting – Shakespeare Unit Refurb Claims #11 - \$212,048

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

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2022-2023 provided for this activity:

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

RISK MANAGEMENT CONSIDERATIONS

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

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

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council ACCEPT payments totalling \$11,418,819.71 submitted and checked with vouchers, being made up of:

1. Trust Vouchers: nil;
2. EFT 187 to 214 and 3689 to 4200 (Inclusive): \$7,691,980.96;
3. Cheque Voucher: nil;
4. Cancelled Payments: nil;
5. Direct Debits: nil;
6. Credit Card Payments (Feb 2023): \$40,633.88;
7. Payroll Cheques: \$3,686,204.87;

CONCLUSION

Payments for the period 1 March 2023 to 31 March 2023 and credit card payments for the period 1 February 2023 to 28 February 2023 totalled \$11,418,819.71. Payments have been approved by authorised officers in accordance with agreed delegations, policies and budget.

OFFICER'S RECOMMENDATION

That Council ACCEPT payments totalling \$11,418,819.71 submitted and checked with vouchers, detailed in Attachments 1 and 2 being made up of:

- 1. Trust Vouchers: nil;**
- 2. EFT 187 to 214 and 3689 to 4200 (Inclusive): \$7,691,980.96;**
- 3. Cheque Voucher: nil;**
- 4. Cancelled Payments: nil;**
- 5. Direct Debits: nil;**
- 6. Credit Card Payments (Feb 2023): \$40,633.88;**
- 7. Payroll Cheques: \$3,686,204.87;**

10.3 INVESTMENTS FOR PERIOD ENDED 28 FEBRUARY 2023

File No:	FM.19
Responsible Executive Officer:	Director Corporate & Legal Services
Reporting Author:	Corporate Accountant
Date of Report:	3 March 2023
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

To provide a summary of Council's investment position for the period ending 28 February 2023.

BACKGROUND

In accordance with section 6.14 of the *Local Government Act 1995* and Regulation 19C of the *Local Government (Financial Management) Regulations 1996*, the City will invest excess funds not required for any specific purpose in authorised deposit taking institutions as defined in the *Banking Act 1959* (Cth) Section 5 and/or the Western Australian Treasury Corporation established by the *Western Australian Treasury Corporation Act 1986*, for a term not exceeding 3 years.

The City's surplus funds are invested in bank term deposits for various terms and Property related investments to facilitate maximum investment returns in accordance with the City's Investment Policy (CF03).

The City also seeks to support Council's strategic goals through investment in property in accordance with the City's Investment Policy – Property (CF04).

DETAILS

Details of the investments are included in the report:

- Schedule of Cash and Financial Investments
- Allocation of Cash and Financial Investments
- Schedule of Maturity of Cash and Financial Investments
- Schedule of Liquidity
- Schedule of Other Investments
- Aging of Outstanding Lessees Balances
- Schedule of Loan Agreement

Schedule of Cash and Financial Investments

The following table indicates the financial institutions where the City has investments as of February 2023.

Institution	Accounts	Principal Investment \$	Balance 28 February 2023 \$	Interest %	Investment Term	Maturity	Source
RESERVE FUNDS							
WBC	Business Premium Cash Reserve		1,869,536	2.05	At Call		Reserve at Call
CBA	Reserve Term Deposit	35,000,000	35,883,074	3.08	12 months	May-23	Reserve TD
WBC	Reserve Term Deposit	12,000,000	12,264,842	4.11	12 months	Aug-23	Reserve TD
WBC	Reserve Term Deposit	6,500,000	6,642,786	4.22	12 months	Aug-23	Reserve TD
WBC	Reserve Term Deposit	5,000,000	5,070,822	4.70	12 months	Nov-23	Reserve TD
BOQ	Reserve Term Deposit	4,000,000	4,038,170	4.30	12 months	Dec-23	Reserve TD
CBA	Reserve Term Deposit	6,000,000	6,014,647	4.95	12 months	Feb-24	Reserve TD
MUNICIPAL FUNDS							
WBC	Municipal Term Deposit	3,000,000	3,058,719	3.78	7 months	Mar-23	Muni TD
WBC	Municipal Term Deposit	4,000,000	4,080,157	3.87	8 months	Apr-23	Muni TD
WBC	Municipal Term Deposit	4,000,000	4,075,293	4.55	9 months	Jun-23	Muni TD
WBC	Municipal Term Deposit	7,000,000	7,132,421	4.11	10 months	Jul-23	Muni TD
WBC	Municipal (Transactional)		7,006,941	3.20	At Call		Muni at Call
N/A	Cash on Hand		-				Muni
TOTAL		86,500,000	97,137,407				

The balance of all Term Deposits includes interest accrued to 28 February 2023

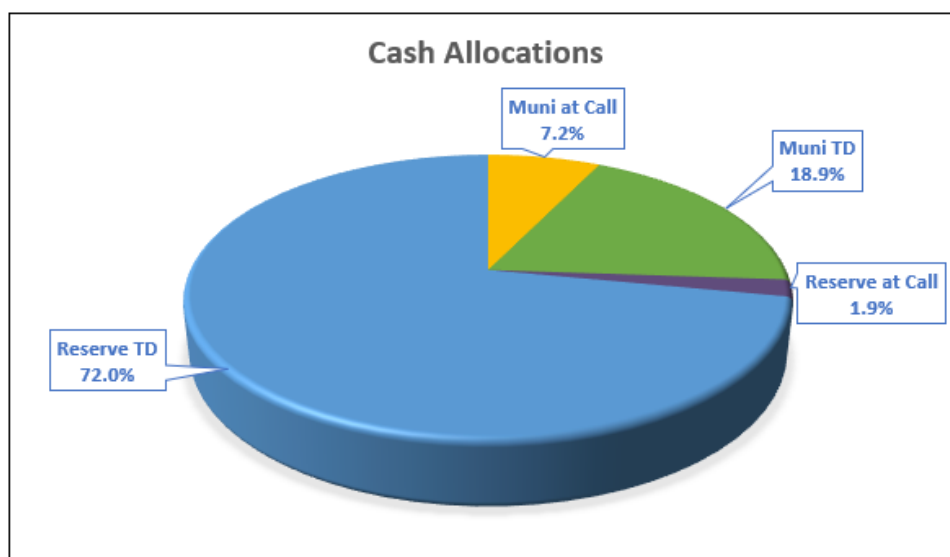
The RBA official cash rate (overnight money market interest rate) has increased by 25 basis points to 335 basis points during the month of February. As a result, the Municipal Funds held in the Westpac transaction account are now earning 3.2% interest. Reserve funds held in the Westpac Business Premium Cash Reserve account are earning 2.05% in interest over balances of \$1m.

On average, the City is earning 4.08% across Municipal Term Deposits and 4.23% across Reserve Term Deposits which exceeds the RBA cash rate.

Cash Allocations and Financial Investments

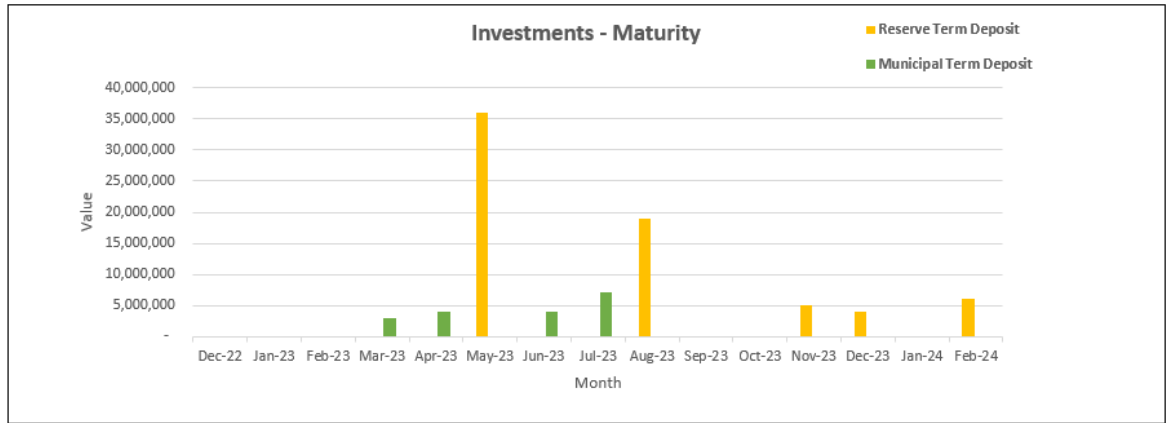
Council's Municipal and Reserve Bank Accounts are to be maintained so that a maximum return can be achieved from funds required in the short term.

The following graph depicts the allocation of our Cash and Financial Investments to maximise return on investment which shows that over 70% of our Cash and Financial Investments are invested in Reserve Term Deposits.



Schedule of Maturity of Cash and Financial Investments

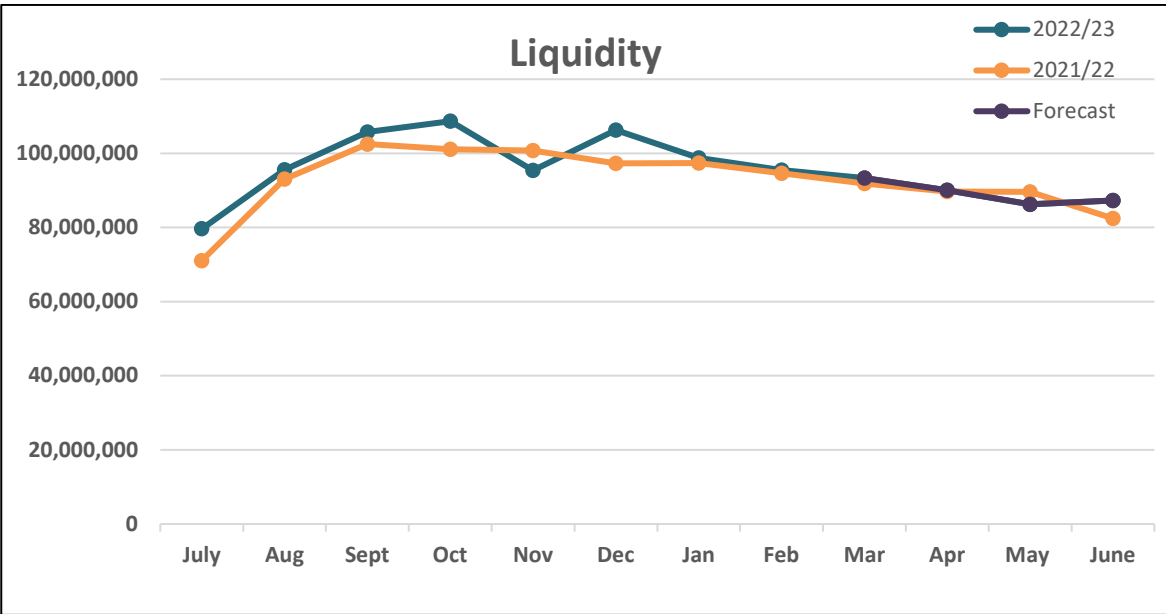
In accordance with the City’s Investment Policy (CF3), in respect to liquidity of funds, the following schedule shows the maturity of our various investments. 49% of Cash and Financial Investments will mature in the next 3 months, 34% maturing in the next 4-6 months and 17% maturing in the next 7-12 months.



Schedule of Liquidity

Officers review funds to ensure there is sufficient liquidity to meet the operational cash flow requirement.

The liquidity graph for 2022/23 demonstrates a slight decrease in liquidity from January driven by progress claims for KRMO.



Schedule of Other Investments

As part of the City's investment strategy, reserve funds were used to purchase a commercial property 'The Quarter HQ' in June 2017. The following table provides a summary of all income and expenditure for The Quarter for the current financial year:

	Month 28 February 2023 \$	Year to Date 28 February 2023 \$	Life to Date 28 February 2023 \$
Total Income Received	387,552	2,815,721	17,885,372
Total Expenditure Paid	(144,837)	(999,901)	(8,849,290)
Net Income	242,715	1,815,820	9,036,082
Annualised ROI	14.6%	13.6%	8.1%

Ageing of Outstanding Lessees Balances

The following table highlights The Quarter lessees with aged balances in excess of \$5,000 as of 28 February 2023 by month.

Suite ID	Lessee	Current	January 2023	December 2022	November 2022 and Prior	Total	Commentary
0001	Fiorita Pty Ltd Trading as Fiorita	17,083.19	12,331.64	16,777.21	24,051.90	70,243.94	\$6,000 payment per week - \$30,000 received in February 2023
0005	Maria Cecelia Walker Trading as Cecil Filipino & Asian Food Pty Ltd	25,874.44	46,973.23	25,741.30	331,815.33	430,404.30	Recovery of debt under review
0009	Onyx Group WA Pty Ltd Trading as Onyx Events / Archipelago Adventures	5,628.54	10,771.38	3,737.32	-	20,137.24	\$13.8K security deposit held; Nil payments received for 4 months

Schedule of Loan Agreement

Also, as part of the City's investment strategy, Council resolved at its May 2020 meeting to execute a loan agreement with Scope Property Group Pty Ltd for the acquisition and redevelopment of the Dampier Shopping Centre. This loan is to be funded utilising Reserve funds and borrowings from WATC (if required) and is to be for a maximum initial term of ten years. To date, no borrowings from WATC have been required.

	Month 28 February 2023 \$	Year to Date 28 February 2023 \$	Life to Date 28 February 2023 \$
Funded Amount	-	900,000	3,800,003
Interest Charges	12,667	81,165	135,752
Remaining Loan Amount	(300,000)	(300,000)	(300,000)

LEVEL OF SIGNIFICANCE

Shrewd investment of the City's equity is essential to the operational viability of the City. An ability to monitor and report on the City's investments is imperative to ensure that financial risk is managed at acceptable levels of comfort.

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

STATUTORY IMPLICATIONS

In accordance with section 6.14 of the *Local Government Act 1995* and Regulation 19C of the *Local Government (Financial Management) Regulations 1996*, the City will invest excess funds not required for any specific purpose in authorised deposit taking institutions as defined in the *Banking Act 1959* (Cth) Section 5 and/or the Western Australian Treasury Corporation established by the *Western Australian Treasury Corporation Act 1986*, for a term not exceeding 3 years.

COUNCILLOR/OFFICER CONSULTATION

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

COMMUNITY CONSULTATION

No community consultation is required.

POLICY IMPLICATIONS

The Council's financial reporting is prepared in accordance with Accounting Policy CF03, CF04, & CF12. This is reviewed periodically to ensure compliance with legislative and statutory obligations.

FINANCIAL IMPLICATIONS

The financial implication of this report are noted in the detail sections of the report. The Administration is satisfied that appropriate and responsible measures are in place to protect the City's financial assets.

STRATEGIC IMPLICATIONS

This item is relevant to Council's approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2022-2023 provided for this activity:

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

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	Administration has developed effective controls to ensure funds are invested in accordance with City's Investment Policy. This report enhances transparency and accountability for the City's Investments.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	Low	Financial reports are prepared in accordance with the Local Government Act, Regulations and Accounting Standards.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

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

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council:

3. RECEIVE the Financial Reports for the financial period ending 28 February 2023; and
4. APPROVE the following actions:
 - a) _____
 - b) _____

Option 3

That Council DEFER CONSIDERATION of the Investment Report for the financial period ending 28 February 2023.

CONCLUSION

Council is obliged to receive the monthly investment report (report previously formed part of the monthly financial reports) as per statutory requirements. Details in regard to the variances and the commentary provided are to be noted as part of the report.

OFFICER'S RECOMMENDATION

That Council RECEIVE the Investment Report for the financial period ending 28 February 2023.

10.4 RECORD KEEPING POLICY REVIEW

File No:	CM.124
Responsible Executive Officer:	Director Corporate & Legal Services
Reporting Author:	Manager Information Technology
Date of Report:	14 March 2023
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	CI-02 Record Keeping Policy

PURPOSE

For Council to consider revising Council policy CI-02 – Record Keeping.

BACKGROUND

The purpose of Council policy CI-02 - Record Keeping is to define the principles that underpin the City's record keeping functions and the roles and responsibilities of those individuals who manage or perform record keeping processes on behalf of the City.

A scheduled review of this policy has been conducted, and the following change is proposed;

Proposed Amendment	Rationale
<p>Minor administrative change to terminology within Section 4 (All Staff):</p> <ul style="list-style-type: none"> terminology changed from "significant" to "business" <p><u>Context:</u> All staff (including contractors) are to create, collect and retain records relating to the business activities they perform. They are to identify significant business and ephemeral records, ensure significant business records are captured in the record keeping system and that all records are handled in a manner consistent with legislation and the City's policies and procedures for record keeping.</p> <p>Additional references to related documents.</p>	<p>In accordance with the General Disposal Authority for Local Government (GDA) 2015-001/1, the term "Significant" is utilised to identify records of archival value only (State Archives).</p> <p><u>All</u> business records relating to the City's activities, transactions, and decisions, are required to be captured in the record keeping system, <u>including</u> non-significant records.</p> <p>This change will assist staff with their interpretation of the requirements under this policy.</p> <p>Employees and Councillors are obligated under the Code of Conduct to relevant legislation.</p>

LEVEL OF SIGNIFICANCE

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

STATUTORY IMPLICATIONS

Section 2.1 of the General Disposal Authority for Local Government Records 2015-001/1 provides guidance on the use of the term ‘Significant’.

Section 2.7(2) (b) of the *Local Government Act 1995* provides that the Council is to determine the local government’s policies.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place with the Records Management Coordinator.

COMMUNITY CONSULTATION

No community consultation is required.

POLICY IMPLICATIONS

The attached policy is proposed to replace the existing policy.

FINANCIAL IMPLICATIONS

There are no financial implications.

STRATEGIC IMPLICATIONS

This item is relevant to the Council’s approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2022-2023 provided for this activity:

Programs/Services:	4.e.1.2	Organisational Risk Management
Projects/Actions:	4.e.1.2.20.2	Review and maintain a contemporary set of Council policies

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	N/A	Nil
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	Medium	All records relating to the City’s activities, transactions, and decisions, are required to be captured in the record keeping system.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council last reviewed the Record Keeping Policy (CI-02) in November 2019.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer’s recommendation.

Option 2

That Council DEFER consideration of the Record Keeping Policy (CI-02) pending further review.

Option 3

That Council ENDORSE the attached Record Keeping Policy (CI-02) subject to the following change(s):

CONCLUSION

The policy has been reviewed in order to ensure it is current and relevant to legislation.

OFFICER'S RECOMMENDATION

That Council ENDORSE Council policy CI-02 Record Keeping Policy as attached to this report.

10.5 2023/24 DIFFERENTIAL RATES

File No:	RV.10
Responsible Executive Officer:	Director Corporate & Legal Services
Reporting Author:	Acting Manager Financial Services/CFO
Date of Report:	19 April 2023
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Objects and Reasons for Differential Rates

PURPOSE

For Council to consider the following for the purpose of advertising and seeking public submission on the proposed differential rates model for the 2023/24 financial year:

- Rates in the dollar and minimum rates for each differential rating category; and
- Objects and Reasons for Differential Rates.

BACKGROUND

Development of the 2023/24 Budget is well advanced and at this stage operating expenditure is expected to increase, predominantly due to the following:

- insurance premiums increasing by approximately 12.9% (being an increase of \$349k from \$2.7m to \$3.1m);
- materials and contracts increasing by approximately 2.4% (being an increase of \$696k from \$32.1m to \$32.8m reflective of the current economic marketplace)
- increasing staffing levels and employment costs (estimated increase of \$2.6m);
- upgrade and renewal of pumps and tanks along with increasing service levels at ovals and public open spaces;
- new services and upgrade/renewal of facilities;
- support for economic development within the region; and
- meeting community demands for housing (including service worker accommodation).

Some of these costs are driven by external factors such as increasing insurance premiums and supply of materials and labour, whereas others reflect increased community expectations for facilities and services.

The City receives approximately 37% of its total funding from rates, 39% from fees and charges, with the remainder coming from grants and contributions, reserves, and other sources. The City's property investments (including The Quarter HQ, which is currently returning 8.1%) continue to provide a positive alternative revenue source to reduce reliance on rates. However, with rate increases at less than CPI over recent years, increases in own source revenue (rates, fees and charges) have been unable to keep pace with the additional cost of operating expenditure. A tight labour market in WA and constrained supply of materials has slowed the completion of capital projects in 2022/23 reducing the forecast requirement for reserve funding in 2023/24. The end of stimulus programs, inflation and rising interest rates is anticipated to provide greater future capacity to deliver reserve funded capital projects.

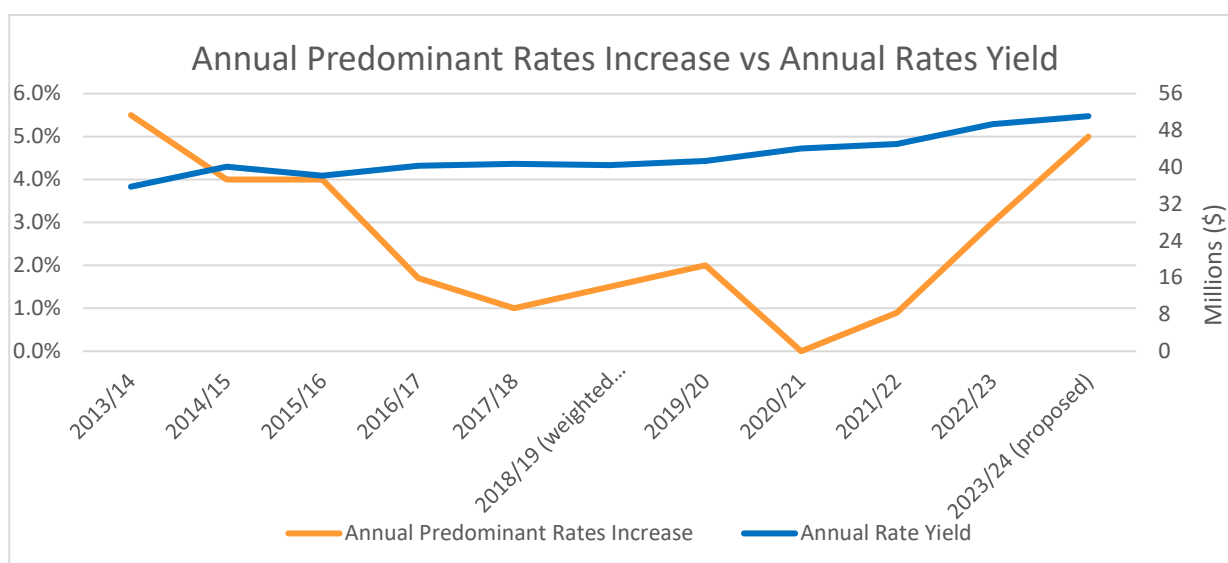
A key component of the budget setting is the establishment of the rates in the dollar (RID). Council has adopted differential rating whereby different rates in the dollar are set for different rating categories. In 2022/23 rate revenue was derived from the following differential rating categories:

- Residential properties	41%
- Commercial/Industrial properties	18%
- Airport/Strategic Industry (GRV) properties	4%
- Transient Workforce Accommodation	16%
- Strategic Industry (UV)	18%
- Pastoral/Mining/Other Categories (UV)	3%

Council's Long Term Financial Plan (2022-2042) forecast CPI of 5.5% in 2022/23. Annualised Australian CPI was 7.8% in the December quarter of 2022 – the highest growth rate since 1990. Similarly, Annualised Perth CPI for the December 2022 quarter was 8.3%. The WA Local Government Cost Index is expected to rise to 4.5% by June 2023 before declining in line with forecast CPI trends.

Based on forecasts for the coming year, a 5% increase in the RID is proposed to align with recent market indicators.

The graph below shows historical rate increases and impact on rates yield with a 5% increase applied to 2023/24 based on current valuations in addition to growth in rateable properties.



The proposed differential rates, based on a 5% increase, are detailed in Table 1 below:

Table 1

Rate Type	Rate Category	Rate in \$	Minimum Payment
GRV	Residential	0.074611	\$1,691
GRV	Commercial/Industrial	0.102115	\$1,691
GRV	Airport/Strategic Industry	0.149221	\$1,691
GRV	TWA	0.295458	\$1,691
UV	Pastoral	0.113093	\$355
UV	Mining/Other	0.145025	\$355
UV	Strategic Industry	0.201747	\$355

The proposed differential rates model would raise \$51.1 million in rates in the 2023/24 financial year, compared to \$49.3 million of rates (including interims) levied in 2022/23.

The 2023/24 financial year is not a revaluation year for Gross Rental Valuation (GRV) properties. Properties on Unimproved Values (UV) have their values reviewed annually and GRV properties are normally revalued every 3-4 years. The GRV revaluation was performed by Landgate during the 2021/22 year. Updated UV valuation data is expected to be received by the end of May 2023. Although the proposed 5% increase will apply to all rateable property, the impact would be different for any properties subject to interim revaluations by Landgate.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CG-08 Significant Decision Making policy, this matter is considered to be of high significance in terms of Council's ability to perform its role.

STATUTORY IMPLICATIONS

In addition to giving public notice and inviting submissions regarding the proposed differential rates, section 6.33 of the *Local Government Act 1995* provides that a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential rate.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between Councillors and the Executive Management Team via budget workshops and briefing sessions.

COMMUNITY CONSULTATION

The proposed differential rates, together with the attached objects and reasons for each category, must be advertised for a minimum of 21 days and no earlier than 1 May 2023. In addition, the City will write directly to every ratepayer in the TWA/WA and UV Pastoral categories, which each have less than 30 ratepayers.

This period of advertising allows ratepayers to consider the proposed rates and make any submissions for Council's consideration prior to seeking Ministerial approval to impose a differential general rate which is more than twice the lowest differential rate. The advertising process does not prevent Council from amending the differential rates at Budget adoption.

POLICY IMPLICATIONS

In accordance with the Department of Local Government Rating Policy – Differential Rates, Council must demonstrate that consideration has been given to the key values of Objectivity, Fairness and Equity, Consistency, Transparency and Administrative Efficiency. The following indicates how these values are satisfied by the proposed differential rates:

Objectivity:

- The land on which differential general rates is proposed has been rated according to Zoning and Land Use. No land is proposed for differential general rates based on being vacant land.
- A review of the ward boundaries of the District was completed in 2022/23, but is not anticipated to impact differential rating.
- Two differential general rates have been proposed which are more than twice the lowest differential – being the Transient Workforce Accommodation/Workforce Accommodation and UV Strategic Industry differential rating categories.

Fairness and Equity:

Council has reviewed its expenditure and considered efficiency measures as part of its budget deliberations. In particular, the following items have been budgeted or undertaken:

Efficiency Measures:

- continued use of local suppliers whenever possible and appropriate;
- implementing energy and water efficiency strategies and actions including installation of PV array at Karratha Leisureplex;
- implementation of GRV rating for capital improvements under the State's Rating Policy – Valuation of Land – Mining;
- conduct one full budget review and one review of material amendments annually;
- implementation of new Enterprise Resource Planning system; and
- ongoing investment in property to generate alternative revenue streams and reduce reliance on rates.

Service Improvements:

- expansion of local road and footpath network and associated infrastructure, including reconstruction of Coolawanyah Road stage 3, and Hillview/Balmoral Road upgrades;
- park enhancement including playground replacement and reticulation upgrades;
- Airport terminal and carpark upgrades;
- oval upgrades including Kevin Richards Memorial Oval redevelopment and Bulgarra oval lighting
- housing and land initiatives including provision of Service Worker Accommodation;
- Roebourne Streetscape Masterplan for town centre;
- additional bus shelters;
- grant funding for community organisations;
- conduct of annual community survey to inform services and priorities;
- increase in indigenous engagement;
- attraction and retention of skilled workers under Designated Area Migration Agreement (DAMA).

- The objects of imposing differential rates and reasons for each rate are set out in the attached document that will be publicly available from 1 May 2023.
- These objects and reasons clearly explain why each differential general rate is proposed to be imposed.
- The objects and reasons clearly explain why it is proposed to set the differential general rate at that particular rate.
- As there are less than 30 ratepayers in the Transient Workforce Accommodation/ Workforce Accommodation and UV Pastoral differential rating groups, each of these ratepayers will be individually informed in writing of:
 - The terms of the DLGSC *Rating Policy: Differential Rates* document;
 - Council's objects and reasons for proposing to impose the differential general rate;
 - the differential general rate that will apply to the ratepayer's property; and
 - the previous year's differential general rate for comparison.

The closing date for submissions on the proposal will be at least 21 days after this information is provided.

- All submissions from ratepayers will be presented to Council for consideration at a later meeting and the minutes of this meeting, including the responses to ratepayer submissions, will be provided to the Department and the Minister.

Consistency:

- All properties with the same land use characteristics have been rated in the same way, with the exception of vacant land which has been rated based on zoning.

- The proposed differential rates of 5% roughly aligns to the City's Long Term Financial Plan 2022-2042 projected CPI, which is well below recent market indicators. Actual Perth CPI for the December 2022 year was 8.3%.
- Consideration has been given to rates proposed in neighbouring or similar local government districts however the Town of Port Hedland and Shire of Ashburton are yet to propose a differential rates model for 2023/24.
- Karratha has a higher revenue from TWAs than other surrounding areas, however this is offset by a markedly lower UV mining rates.

Transparency and Administrative Efficiency:

- A document has been prepared clearly describing the object of and reason for each differential general rate. This will be made publicly available from 1 May 2023.
- Public notice will be exhibited on a notice board at Council's offices and at each library within the district from 1 May 2023. This public notice will also be published in state-wide and local newspapers from 1 May 2023.
- The public notice will detail each differential general rate to be imposed, advise ratepayers where to obtain a copy of the objects and reasons, invite submissions from ratepayers on the proposed differential general rates and advise the closing date for submissions of 22 May 2023.
- After the closing date for submissions, each submission received will be presented to Council for consideration prior to resolving to make application to the Minister for approval of the proposed differential general rates.

FINANCIAL IMPLICATIONS

Table 3 provides a comparison of rate yield based on rate in dollar increase options.

Table 3

Rate in Dollar % increase	2022/23	No increase	5%
Rate Yield	\$49,332,427	\$48,466,710	\$51,101,214
Difference (% and property growth)	N/A	-\$665,717	\$1,768,787

The decrease in the rate yield when the rate in the dollar remains the same as 2022/23 is reflective of the anticipated closure of the Devil Creek Gas Plant. There has also been a 0.36% increase in the number of rateable properties in the City over 2022/23.

Table 4 provides a comparison of the proposed rates yield to 2022/23 using current year valuations. The proposed rate yield is reflective of a 5% rate in the dollar increase in addition to property growth and improvements:

Table 4

Rate Type	Differential Rates Categories	Current Year Valuations				
		2022/23 Full Year Rate Yield \$	2022/23 Full Year Rate Yield %	2023/24 Proposed Rate Yield \$	2023/24 Proposed Rate Yield %	Yield Increase / (Decrease) %
GRV	Residential	20,144,511	40.83%	21,185,756	41.46%	5.17%
GRV	Commercial / Industrial	8,842,898	17.93%	9,356,216	18.31%	5.80%
GRV	Airport / Strategic Industry	1,841,443	3.73%	1,931,829	3.78%	4.91%
GRV	Transient Workforce Accommodation/ Workforce Accommodation	8,008,397	16.23%	8,523,585	16.68%	6.43%
UV	Pastoral	215,136	0.44%	225,892	0.44%	5.00%
UV	Mining/Other	1,175,419	2.38%	1,357,066	2.66%	15.45%
UV	Strategic Industry	9,104,634	18.46%	8,520,869	16.67%	-6.41%
	TOTAL	49,332,427	100.00%	51,101,214	100.00%	3.59%

Table 5 provides a comparison of the proposed average rates per property based on a 5% increase in the rates in the dollar:

Table 5

Rate Type	Differential Rates Categories	2022/23 Average Rate per Property (Current Year Valuations) \$	2023/2024 Proposed Average Rate per Property (Current Year Valuations) \$	Increase / (Decrease) \$	Increase / (Decrease) %
GRV	Residential	2,351	2,472	+121	5.17%
GRV	Commercial / Industrial	7,610	8,052	+442	5.80%
GRV	Airport / Strategic Industry	54,160	56,819	+2,658	4.91%
GRV	Transient Workforce Accommodation/ Workforce Accommodation	308,015	327,830	+19,815	6.43%
UV	Pastoral	21,514	22,589	+1,076	5.00%
UV	Mining/Other	2,874	3,318	+444	15.45%
UV	Strategic Industry	216,777	202,878	-13,899	-6.41%
	AVERAGE TOTAL	4,812	4,984	173	3.59%

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2022-2023 provided for this activity:

Programs/Services: 4.c.3.1 Property Rating Services

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	High	Failure to obtain Ministerial approval for the proposed differential rates model may result in an increase in the rates required from other properties or a significant shortfall in rates revenue.
Service Interruption	High	Any budget shortfall or delays in adoption of the rates and annual budget has the potential to impact operations and services.
Environment	N/A	Nil
Reputation	Moderate	Failure to obtain Ministerial approval for the proposed differential rates model may require Council to increase rates on other differential rating categories to make up any shortfall which would not be well received by other ratepayers.
Compliance	High	Council will be in breach of the <i>Local Government Act 1995</i> if it adopts any differential rates more than 2x the lowest rate without having followed the prescribed process, including public consultation and Ministerial approval.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Based on the City's rating strategy, the City applies annually for Ministerial Approval in order to impose differential rating for all Gross Rental Value properties and Unimproved Value properties.

For each financial year from 2012/13 to 2014/15, the City adopted a differential rates model that incorporated a combined Commercial/Industrial differential rating category.

For the 2015/16 financial year the City was required to modify the application, to reduce the differential rate levied on properties in the Transient Workforce Accommodation/Workforce Accommodation differential rating category from \$0.232179 to \$0.216481 in order to obtain Ministerial Approval.

For the 2016/17 financial year the City was required to provide a concession to a number of properties in the Transient Workforce Accommodation/Workforce Accommodation differential rating category to limit the increase in rates payable to 20%. These concessions were offset by Ministerial Approval being granted for the higher rate in the dollar of \$0.321484 rather than the initially proposed rate of \$0.293013.

Council regularly reviews the proportion of the rate income generated under category in order to ensure that all property owners make an equitable contribution to rates, and to minimise the impact that rates have on residential, industrial and commercial ratepayers.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council:

1. **ENDORSE the proposed Objects and Reasons for Differential Rates 2023/24 with no change in the rate in the dollar; and**
2. **ADVERTISE and INVITE submissions regarding the following proposed differential rates for 2023/24:**

GRV/UV	Differential Rates Categories 2023/24	Proposed Rate in \$	Minimum Rate
GRV	Residential	0.071058	\$1,610
GRV	Commercial / Industrial	0.097252	\$1,610
GRV	Airport / Strategic Industry	0.142115	\$1,610
GRV	Transient Workforce Accommodation / Workforce Accommodation	0.281389	\$1,610
UV	Pastoral	0.107708	\$338
UV	Mining/Other	0.138119	\$338
UV	Strategic Industry	0.192140	\$338

Option 3

That Council:

1. ENDORSE the proposed Objects and Reasons for Differential Rates 2023/24 with a predominant rate in the dollar increase of ____; and
2. ADVERTISE and INVITE submissions regarding the proposed differential rates for 2023/24 based on the rate in the dollar increase of ____.

CONCLUSION

The differential rates model proposed for public advertising meets the anticipated revenue requirements of the 2023/24 Budget while responding to the changed economic conditions being experienced across the district. The proposed increase to rates in the dollar is roughly aligned to Council's current Long Term Financial Plan, but significantly lower than actual CPI for the most recent calendar year ensuring funding of the forecast budget deficit whilst minimising the impact of changes in economic conditions on ratepayers.

OFFICER'S RECOMMENDATION

That Council:

1. **ENDORSE** the proposed Objects and Reasons for Differential Rates 2023/24 containing a predominant rate in the dollar increase of 5%; and
2. **ADVERTISE** and **INVITE** submissions regarding the following proposed differential rates in 2023/24:

GRV/UV	Differential Rates Categories	Proposed Rate in \$	Minimum Rate
GRV	Residential	0.074611	\$1,691
GRV	Commercial / Industrial	0.102115	\$1,691
GRV	Airport / Strategic Industry	0.149221	\$1,691
GRV	Transient Workforce Accommodation / Workforce Accommodation	0.295458	\$1,691
UV	Pastoral	0.113093	\$355
UV	Mining/Other	0.145025	\$355
UV	Strategic Industry	0.201747	\$355

11 COMMUNITY SERVICES

11.1 POINT SAMSON FORESHORE REDEVELOPMENT BUSINESS CASE

File No:	CP.1644
Responsible Executive Officer:	Director Community Services
Reporting Author:	Liveability Project Officer
Date of Report:	17 March 2023
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. Point Samson Foreshore Redevelopment Business Case 2022

PURPOSE

For Council to receive the Point Samson Foreshore Redevelopment Business Case 2022.

BACKGROUND

The Point Samson jetty was an important historical feature in the development of the northwest region, serving as the primary port for visiting ships and a crucial export facility. The original jetty ceased operation as a working jetty in March 1976 and was later classed as recreational use only. In 1989, the Jetty was severely damaged by Cyclone Orson and completely removed in 1991.

Since the loss of the original jetty, discussions have been ongoing within the community about the construction of a replacement fishing jetty.

A replacement jetty and two viewing platforms were first considered in the City of Karratha's 2015 Point Samson Foreshore Design Report, where they were identified as new infrastructure which could enhance recreational amenity for local community and visitors alike.

In 2016, the City entered into a Memorandum of Understanding (MOU) with the Point Samson Community Association (PSCA) for the purpose of the design and construction, and subsequent maintenance (City of Karratha responsibility) of a viewing platform at the site of the original jetty.

In 2017, Cardno were engaged to develop a concept design, in consultation with the PSCA and the wider community, for the Viewing Platform (Stage 1) and Fishing Jetty (Stage 2).

At the July 2017 Ordinary Council Meeting (OCM), Council endorsed the concept design drawings of the Point Samson Viewing Platform and Fishing Platform and supported progressing the project to detailed design and subsequent construction of the viewing platform.



Figure 1 - 2017 Concept Drawings of the Viewing Platform and Fishing Jetty

A total of \$804,704 was allocated to the project and, with funding from Rio Tinto (\$285,000) and the PSCA, who allocated Annual Community Association Development Scheme (\$496,250), construction of the viewing platform commenced. In August 2018, the project was complete, and the viewing platform opened to the public for use.

The Fishing Jetty formed Stage 2 of the 2017 concept design and was envisaged as a split-level jetty extending some 150m out over the water, ending with a 70sqm fishing platform to achieve sufficient depth at the jetty head to allow fishing at low tide.

In 2019, GHD Group were engaged to prepare a brief for the procurement of a consultant for the detailed design and investigations of the jetty and fishing platform connected to the Point Samson Viewing Platform. The GHD brief was completed and in May 2020, Council agreed to invite tenders for the detailed investigation and design documentation of the Point Samson Fishing Platform.

The works were tendered with the final contract awarded to Wallbridge Gilbert Aztec (WGA) in November 2020 with requirement for them to:

- Complete detailed investigations of the site to suitably inform the design process,
- Complete detailed design documentation of the jetty and fishing platform suitable for procurement use
- Include workshops and community consultation at key project milestones

While responding to their project objectives, WGA also highlighted several advantages in considering an alternate jetty location which would achieve the same depth of water with significantly reduced length.

The two proposed location options for the jetty can be seen in Figures 2 and 3 below.



Figure 2 – Fishing Jetty Option - Location 1, connects with Viewing Platform



Figure 3 – Fishing Jetty Option – Location 2

The two jetty locations, along with options for the structural design were then workshopped with key community stakeholders. A site layout concept of the alternate jetty location was also completed to demonstrate the relationship between landside infrastructure and the jetty. An agenda report to Council at the June 2021 OCM summarised the consultation process and feedback. It also presented the design options with associated estimate costs.

Council then resolved to:

1. *ENDORSE structural Option One as the preferred concept design option.*
2. *ENDORSE Location Two as the preferred concept design location; and*
3. *NOTE the estimated construction cost of the program is \$8M and that Officers will seek opportunities to source external funding and subject to sourcing external funding, will present a further report to Council to consider progressing the detailed design.*

In line with Council's resolution, Officers explored capital funding opportunities and looked at similar Jetty projects across the State.

Projects reviewed included:

#	PROJECT	COST	SCOPE & FUNDING SOURCES
1	Bunbury Port Public Fishing Platform	\$500k	Existing service jetty converted into fishing platform <ul style="list-style-type: none"> • State Government • Southern Ports • South West Development Commission • City of Bunbury • South 32
2	Denham Jetty	\$2.2M	Century old Jetty replaced <ul style="list-style-type: none"> • Royalties for Regions
3	Esperance Tanker Jetty	\$7.6M	Deconstruct & replacement build Funding: <ul style="list-style-type: none"> • Building Better Regions Fund
4	Jurien Bay Jetty	\$2.2M	Replace damaged Jetty <ul style="list-style-type: none"> • Residents • Royalties for Regions • Wheatbelt Development Commission • Department of Transport
5	Carnarvon One Mile Jetty	\$8.4M	Deconstruct & Reconstruct Jetty <ul style="list-style-type: none"> • State Government
6	Broome Town Beach Jetty	\$6M	Construction, part of \$24M Town Beach precinct redevelopment <ul style="list-style-type: none"> • State Government – WA Recovery Plan

External funding sources and guidelines reviewed for the Point Samson project included:

1. Royalty for Regions
2. WA Recovery Plan
3. Building Better Regions Fund
4. Lotterywest
5. Department of Transport – Recreation Boating Facilities Scheme
6. Industry Partners
7. Rec Fish West
8. Department of Planning, Lands and Heritage

Upon review of funding guidelines, Officers found the Point Samson Fishing Platform project in its current form either:

- Did not fit funding requirements, (e.g. Department of Transport does not support facilities that do not facilitate boating);
- Required more definition of complimentary infrastructure beyond the Jetty works; and/or
- Required development of supporting documentation to evidence economic benefits

In the latter stages of the HW & Associates design contract, Officers requested a further feasibility estimate and some conceptual drawings be developed on the landside infrastructure. These elements (as listed in the below table) were taken from the Point Samson Foreshore Management Plan 2014 and the Foreshore Design Report 2015.

Inclusive of construction costs, all contingencies and a 60% locality allowance, HW & Associate's feasibility estimate came to a total of \$40.3M.

HW & Associates: Feasibility Cost Estimates	
ITEM	COST
Fishing Jetty	10.3M
Parkland, Picnic & Play Area	3.4M
Forecourt/Plaza, Kiosk, Amenities, Beach Access	5.3M
Roadways & Carparks	4M
Old Jetty, Lookout & Slipway	450K
Activities, Picnic & Paving	4.1M
Boat Shed	2.1M
+ Location allowance, contingencies & escalations	11.1M
TOTAL	40.3M

Using the proposed development package including the fishing jetty and landside infrastructure, Officers engaged external contractor ACIL Allen to develop a business case with a cost/benefit assessment to better understand economic and employment outcomes of the project as well as to support potential future funding applications [Attachment 1: Point Samson Foreshore Redevelopment Business Case 2022, '**Business Case**'].

This Business Case considered three options with alternative inclusions and exclusions to explore the viability of several scenarios.

- Option 1 was based on a low impact upgrade of the foreshore, inclusive of the elements as indicated in the below table.
- Option 2 was based on a medium impact development of the foreshore with the inclusion of a boat shed (or similar commercial opportunity) but excluding the fishing jetty.
- Option 3 was the full scope of works including the fishing jetty.
- The Business Case also addressed the financial impact of building the fishing jetty as a stand-alone development, concluding that it would not return a net benefit or favourable benefit cost ratio. Nor would this option attract any external funding.
- A sensitivity analysis was included to demonstrate the visitor number uplift and visitor spending values required to deliver favourable benefit cost outcomes.

ITEM	OPTION 1	OPTION 2	OPTION 3
	Est cap ex \$16m	Est cap ex \$26m	Est cap ex \$40m
<i>Description</i>	<i>Foreshore Upgrade</i>	<i>Medium level redevelopment including commercial opportunities and beach access</i>	<i>Full redevelopment including fishing jetty</i>
Asbestos removal from site	✓	✓	✓
Fishing Jetty	x	x	✓
Parkland, Picnic, Play Area	✓	✓	✓
Forecourt/Plaza, Kiosk, Amenities, Beach Access	x	✓	✓
Roadway & Carparks	✓	✓	✓
Old Jetty, Lookout & Slipway	x	✓	✓
Activities, Picnic, Paving	✓	✓	✓
Boat Shed	x	✓	✓
Loose Furniture & Equipment	✓	✓	✓
Capital Cost (\$ million)	15.90	26.18	40.34
Operational expenditure (Annual \$ million)	2.48	4.07	6.26
Ongoing capital expenditure – renewals (Annual \$ million)	0.00	0.00	4.84
Forecast visitor spending - 10% to 20% (\$ million)	7.63 to 15.26	21.15 to 30.31	21.80 to 30.72
Regional employment (wages generated) (\$ million)	0.15	4.75	5.34
Avoided maintenance costs (\$ million)	0.65	0.65	0.65
Benefit Cost Ratio with 7% discount rate and 10% visitation increase (\$ million)	0.63	0.67	0.44

The Business Case includes the following key recommendation:

The most favourable option for the development of the Point Samson foreshore is Option 2 because of the lower construction costs and the inclusion of the potential for new businesses which increases the value of visitor spending. Whilst this option did not return a favourable benefit cost ratio, the consideration of unquantified benefits are likely to make it favourable if a 26 per cent increase in visitation and the corresponding 45 per cent increase in visitor spending is achieved.

It is concluded that there is merit in the redevelopment of the Point Samson foreshore if the increase in visitation is able to be achieved and that weighting is given to the unquantified benefits of the redevelopment.

The construction of a fishing jetty is not considered to return a net benefit or a favourable benefit cost ratio unless a significant increase in visitation and visitor spending is realised. This finding suggests that without the development of retail outlets and additional recreation facilities at the foreshore, it would be highly unlikely that a jetty alone could attract enough benefits to warrant its construction.

It is essential that any redevelopment option has elements that can attract as many visitors as possible together with an increase in visitor spending as has been the experience of the Esperance foreshore redevelopment which has focused on the construction of the lower cost parts of its foreshore redevelopment plan to attract visitors and encourage them to stay longer.

From this Business Case it appears unlikely that Council would be able to secure funding from government programs due to the limited net economic benefit of the project. This is purely an economic assessment and Council still has the option to pursue the project based on other benefits, including liveability. This report does show that if Council were to pursue the Jetty development in particular, that it would need to source non-government funding or provide the majority of funding itself.

There have been a number of plans, projects and discussions with the Point Samson community over the last decade and Officers believe that in the interest of clarity for the community that an overarching community facility masterplan needs to be developed. Community engagement opportunities would be provided to ensure the plan and the subsequent prioritisation reflected the community's preferences. There would be an opportunity for the Jetty project to be further considered as part of that process.

LEVEL OF SIGNIFICANCE

In accordance with Council policy CG-8 Significant Decision-Making policy, this matter (receiving the Business Case) is considered to be of low significance.

STATUTORY IMPLICATIONS

There are no statutory implications.

COUNCILLOR/OFFICER CONSULTATION

Councillors were briefed on findings of the Point Samson Foreshore Redevelopment Business Case at the February 2023 Councillor Briefing Session.

COMMUNITY CONSULTATION

No community consultation has occurred on the findings of the Point Samson Foreshore Redevelopment Business Case.

Updates on the project have been provided at community engagement meetings in accordance with the iap² public participation spectrum process to inform. Record of the activities is as below:

Who	How	When	What	Outcome
Youth Advisory Group	Update at the Youth Advisory Group Meeting	15 th February 2023	Update on the project	Discussed the range of possibilities for land side infrastructure
Point Samson Community Association	Ad hoc meetings	2022 and 2023	Update on the project	

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications of receiving the Business Case.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2022-2023 provided for this activity:

Programs/Services:	1.a.2.5	Community Facility Planning
Projects/Actions:	1.a.2.5.22.5	Develop a business case for Point Samson Fishing Jetty and landside infrastructure

The business case is also relevant to:

Programs/Services:	1.a.2.6	Infrastructure Project Management
Projects/Actions:	1.a.2.6.21.1	Construct the Point Samson Fishing/Jetty Platform

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable to receiving the Business Case.

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

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council regularly receives reports and business cases via Council Agenda items.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

Council REJECT the Point Samson Foreshore Redevelopment Business Case; and instruct Officers to:

1. _____
2. _____

CONCLUSION

Following Council's decision to endorse a location and design option for the Jetty, Officers explored capital funding opportunities and looked at similar Jetty projects within the State. Officers found limited opportunities for external funding for a pedestrian only fishing jetty and that the funding that was available had a strong requirement for an economic benefit to be realised from the project.

To better understand economic and employment outcomes of the project and to support potential funding applications in the future, Officers contracted ACIL Allen to deliver a business case which is attached.

This business case has recommended, that from an economic point of view any future development at this site should be focussed on the land-based facilities and not include a fishing jetty (Option 2).

Based on these findings, Officers believe that should Council wish to pursue the option of a Fishing Jetty for Point Samson it is unlikely that funding would be able to be sourced from State or Federal Government programs. Proceeding with the project would require significant City of Karratha and/or third-party funding contributions.

Further, Officers recommend Council consider a consolidated review of development opportunities in Pt Samson, informed by previous Foreshore Management Plans, community engagement and the Town Structure plan.

OFFICER'S RECOMMENDATION

That Council:

1. **RECEIVE the Point Samson Foreshore Redevelopment Business Case 2022;**
2. **UNDERTAKE a Master planning process for Point Samson that consolidates current plans and projects and identifies future opportunities in consultation with the Point Samson community.**

12 DEVELOPMENT SERVICES

12.1 PILBARA SUMMIT 2023 – PROPOSED GOLD SPONSORSHIP THROUGH MAJOR EVENTS SPONSORSHIP AND ATTRACTION PROGRAM

File No:	RC.116
Responsible Executive Officer:	Director Development Services
Reporting Author:	Economic Development Project Officer
Date of Report:	29 March 2023
Applicant/Proponent:	Informa Australia Pty Ltd
Disclosure of Interest:	Nil
Attachments:	1. CONFIDENTIAL - Pilbara Summit 2023 Sponsorship Proposal 2. Evaluation – Pilbara Summit 2023 Sponsorship

PURPOSE

For Council to consider a request from Informa Australia Pty Ltd (Informa) to sponsor the Pilbara Summit 2023 under Policy DE03: Major Event Sponsorship and Attraction Program Policy (MESAP Policy).

BACKGROUND

The City's MESAP Policy was adopted in 2017 to provide a competitive, open and fair process for organisations to apply for sponsorship to deliver major events that result in economic and social benefits in the City of Karratha. It was also designed to ensure Council's investment in sponsorship provides best value for money for the attraction and support of major events.

Informa submitted a proposal to the City under the MESAP Policy on 6 February 2023. Informa are a for-profit corporate event management company that aim to connect professionals with knowledge, ideas and opportunities.

The Pilbara Summit is an annual event that was established in 2018. The purpose of the event is to raise the profile of the specific issues and opportunities in the Pilbara region. The Summit was previously held in Perth on three occasions, before being held in Karratha in 2022. The City provided sponsorship of \$20,000 for the 2022 event which was sold out, with over 600 delegates in attendance. It is expected that the 2023 event will attract a similar number of delegates.

The 2023 Summit is being held at the Red Earth Arts Precinct on 10-11 October 2023. The event aims to provide an opportunity for representatives from the government, business and industry sector to connect.

Key topics to be discussed at the Pilbara Summit in 2023 include:

- Strategic development, investment opportunities and emerging industries driving economic growth – Hydrogen and critical minerals;

- Clean energy transition and transformation – How can the Pilbara become a global player?;
- A diversifying resources powerhouse of WA – Growth and new developments including mining and processing critical minerals and rare earths;
- Aboriginal economic development;
- Strategic security in the North West of Australia;
- Circular economy – The lifecycle, recycling and decommissioning of renewable infrastructure;
- Freight and logistics – Major growth and opportunities; and
- Managing and stimulating economic opportunity and growth creating thriving and diverse communities.

DISCUSSION

Proposal

Informa Australia Pty Ltd have invited the City to purchase either a Platinum or Gold sponsorship for the event.

The Platinum sponsorship option involves a commitment of \$30,000 (excl. GST). The proposed sponsorship includes the following benefits:

- Keynote speaking opportunity (25 minutes on day one);
- Opportunity to chair or participate in a panel;
- Announcement as a sponsor at the start of each day of the event;
- Branding on all conference promotions and advertising;
- Branded one minute advertisement video played during conference;
- 3m x 2m display space;
- Two speaker passes;
- 10 delegate passes;
- One exhibitor pass;
- 15% discount for further registrations;
- Attendee list provided post event.

The Gold sponsorship involves a commitment of \$20,000 (excl. GST). The proposed sponsorship includes the following benefits:

- Speaking opportunity (15 minutes);
- Announcement as a sponsor at the start of each day of the event;
- Branding on all conference promotions and advertising;
- Branded one minute advertisement video played during conference;
- 3m x 2m display space;
- One speaker pass;
- Seven delegate passes;
- One exhibitor pass;
- 10% discount for further registrations;
- Attendee list provided post event.

A full copy of the sponsorship proposal is included as **Attachment 1**.

Assessment

The request has been evaluated against the assessment criteria in the MESAP Policy which can be found at **Attachment 2**.

In brief, the evaluation determined that the proposal:

1. Aligns with the City's strategies and plans and aligns with the MESAP Policy to attract conferences to the region, support local business and support the development of new industries by allowing thought leaders to gather and share information;
2. Would provide good economic benefit with most of the event budget spend being with local businesses, including an estimated spend of up to \$500,000 on accommodation;
3. Would directly support activation of the City Centre;
4. Will not have an adverse environmental impact;
5. Will provide good branding and marketing benefits to the City and promotion of the region to a broad audience of participants; and
6. Is unlikely to experience any issues with delivery.

The Pilbara Summit is considered to provide an excellent opportunity to facilitate high level discussion on economic development and diversification, support local hospitality businesses and promote Karratha and the Pilbara region more generally.

Administration has considered the two sponsorship options and is of the view that the Gold sponsorship package provides good value for money, enables the City to be associated with the high profile event and is consistent with the amount of funding provided in 2022. It is therefore recommended that the City accept the invitation for the Gold sponsorship package.

Sponsorship Request

Organisation Name	Project Name	Project	Project Total	Requested Amount	Recommended Amount
Informa Australia Pty Ltd	Pilbara Summit 2023	Conference to discuss economic growth, investment, development and diverse and dynamic industry across the region.	N/A	Either \$30,000 (excl. GST) or \$20,000 (excl. GST)	\$20,000 (excl. GST)

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CG-8 Significant Decision-Making policy, this matter is considered to be of low significance in terms of social issues and economic issues as the MESAP Policy provides for funding assistance for major events.

STATUTORY IMPLICATIONS

There are no statutory implications.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place with relevant internal departments.

COMMUNITY CONSULTATION

No community consultation is required.

POLICY IMPLICATIONS

The City's MESAP Policy applies.

FINANCIAL IMPLICATIONS

The current MESAP budget is \$85,000 (excl. GST) with \$50,000 (excl. GST) committed for this financial year. If Council adopts the officer's recommendation to fund \$20,000 for sponsorship of Pilbara Summit 2023 funding will fall within the allocated budget for 2022/23.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2022-2023 provided for this activity:

Programs/Services: 2.a.2.1 Investment Attraction and Diversification
 Projects/Actions: 2.a.2.1.21.4 Deliver Major Events Sponsorship and Attraction Program (MESAP)

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	Low	Nil.
Financial	Low	Low financial risk of the City providing funding to events that are not able to be delivered or are delivered to an inadequate standard. Risk will be managed through funding agreement.
Service Interruption	N/A	Nil.
Environment	Low	Low environmental risk as the event will be held at the Red Earth Arts Precinct, with no foreseeable impact on natural environment and no residential noise impact.
Reputation	Low	Low reputation risk of the City providing funding to events that are not able to be delivered or are delivered to an inadequate standard. Risk will be managed through funding agreement.
Compliance	Low	Low compliance risk of sponsorship not being provided to the agreed standard. Risk will be managed through funding agreement. The City will work with Informa to ensure the sponsorship is acquitted to a satisfactory standard.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council has endorsed proposals under the MESAP Policy since 2017 as follows:

Year	Name	Total Funding Awarded (excl. GST)
2017/2018	Brew & the Moo	\$100,000
2018/2019	Australian Performing Arts Conference	\$100,000
	Southern Deserts Conference	\$14,138
	Developing Northern Australia Conference	\$100,000
	WA Regional Tourism Conference	\$125,000
2019/2020	Burru Classic Open Water Swim	\$60,000
	Chevron City to Surf for Activ	\$25,000
	OECD Conference	\$74,000
	NEDC 22	\$81,620
2021/2022	Town Team Movement Conference 2022	\$10,000
	Pilbara Summit 2022	\$20,000
2022/2023	Warlu Way Tourism Conference	\$20,000
	Chevron City to Surf for Activ	\$40,000

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council APPROVE sponsorship funding to Informa Australia Pty Ltd in accordance with the below:

Organisation Name	Project Name	Grant Amount
Informa Australia Pty Ltd	Pilbara Summit 2023	
TOTAL (excl GST)		

Option 3

That Council DECLINE sponsorship funding to Informa Australia Pty Ltd.

CONCLUSION

Informa Australia Pty Ltd has requested sponsorship of either \$20,000 (excl. GST) or \$30,000 (excl. GST) for the delivery of the Pilbara Summit 2023 through the City's MESAP Program. The request has been evaluated against the City's MESAP Policy and is considered to meet the requirements of this Policy. It is recommended that Council support the Pilbara Summit through a Gold Sponsorship for \$20,000 (excl. GST).

OFFICER'S RECOMMENDATION**That Council:****APPROVE sponsorship funding to the Informa Australia Pty Ltd as follows:**

Organisation Name	Project Name	Grant Amount
Informa Pty Ltd	Pilbara Summit 2023	\$20,000 (excl. GST)
TOTAL		\$20,000 (excl. GST)

13 STRATEGIC PROJECTS & INFRASTRUCTURE

Nil

14 ITEMS FOR INFORMATION ONLY

Responsible Officer: Chief Executive Officer

Reporting Author: Minute Secretary

Disclosure of Interest: Nil

PURPOSE

To advise Council of the information items for March 2023.

VOTING REQUIREMENTS

Simple Majority.

OFFICER'S RECOMMENDATION

That Council note the following information items:

- 14.1 Concession on Fees for Council Facilities**
- 14.2 Community Services update**

14.1 CONCESSION ON FEES FOR COUNCIL FACILITIES**File No:** CR.38**Responsible Executive Officer:** Acting Director Community Services**Reporting Author:** Director Community Services**Date of Report:** 28 March 2023**Disclosure of Interest:** Nil

PURPOSE

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

Name	Reason	Amount (ex GST)
Wickham Primary School P&C	P&C Easter Raffle - Fee waiver 3x10 Adult aquatic passes	\$85.91
Smanan NG MGA Filipino SA, Karratha (SFK)	125th Philippine Independence Day Celebration Waive Venue Hire at KLP 10 June 2023	\$742.73

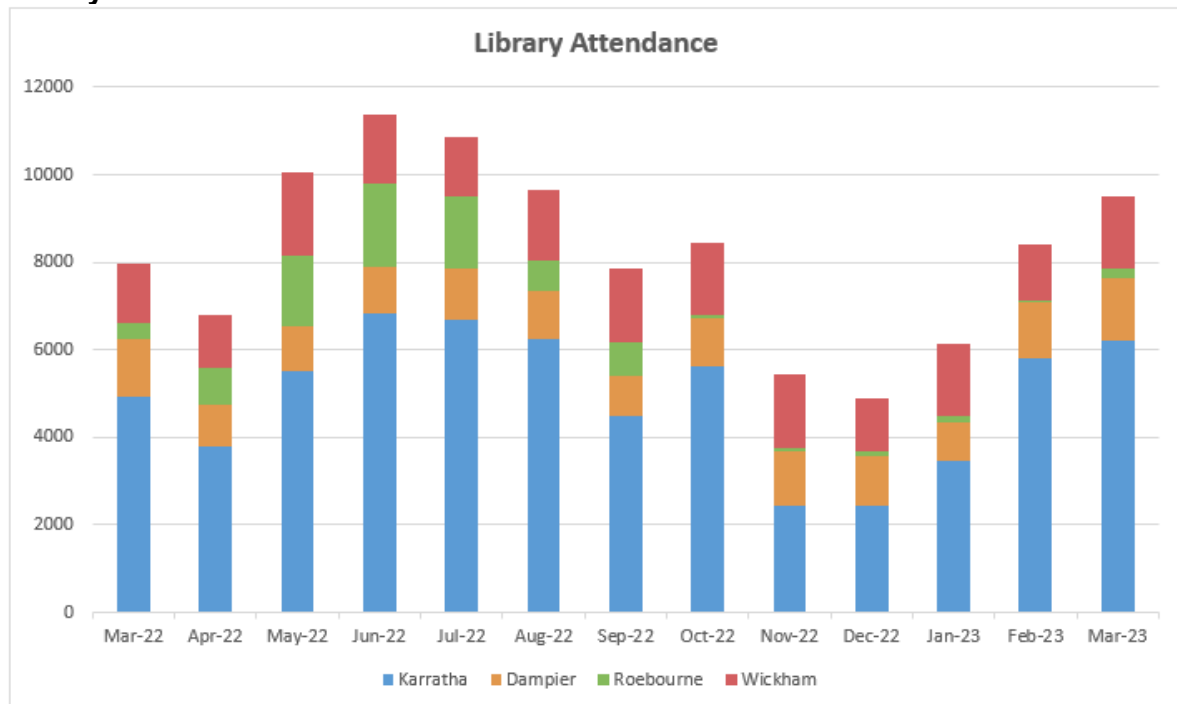
14.2 COMMUNITY SERVICES UPDATE**File No:** CS.23**Responsible Executive Officer:** Acting Director Community Services**Reporting Author:** EA to the Director Community Services**Date of Report:** 31 March 2023**Applicant/Proponent:** Nil**Disclosure of Interest:** Nil**Attachment(s)** Nil**PURPOSE**

To provide Council with a Community Services update for March 2023.

Community Facility Attendance Summary

Facility Attendance	March 2022	March 2023	%
The Youth Shed	237	576	↑143%
The Base	557	609	↑12%
Total Library	7951	9506	↑20%
Karratha Leisureplex	50488	61549	↑22%
Wickham Recreation Precinct	5992	6772	↑13%
Roebourne Aquatic Centre	797	1005	↑26%
Red Earth Arts Precinct	4735	3702	↓22%
Indoor Play Centre	1578	2267	↑44%
Community Liveability Programs	March 2022	March 2023	%
Security Subsidy Scheme properties	24	34	↑42%
Meet the Street parties	0	0	

Library Services



Total Library:

3279 physical items and **764** eResources borrowed.

903 individual computer log ins by members and guests (excludes Wi-Fi).

967 program participants **52** at StoryTime, Rhyme Time, PAGES, PAGES Junior, Wa Ballet story and memory preservation

10112 total memberships (**237** new memberships).

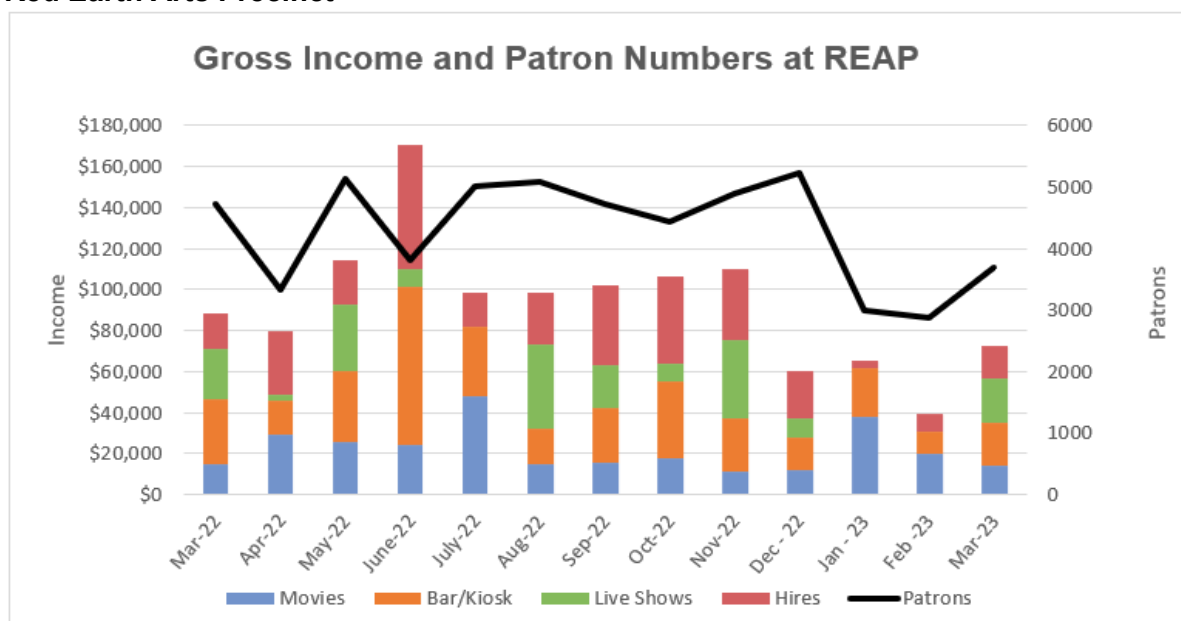
13 external requests for local history information.

32 Better beginnings Packs were distributed to Population Health, Kindy classes and Library Patrons.

9875 total Memberships.

*Roebourne Library limited operating hours from this time last year. Karratha Library increase in door count due to increase in programs, computer use and lending.

Red Earth Arts Precinct

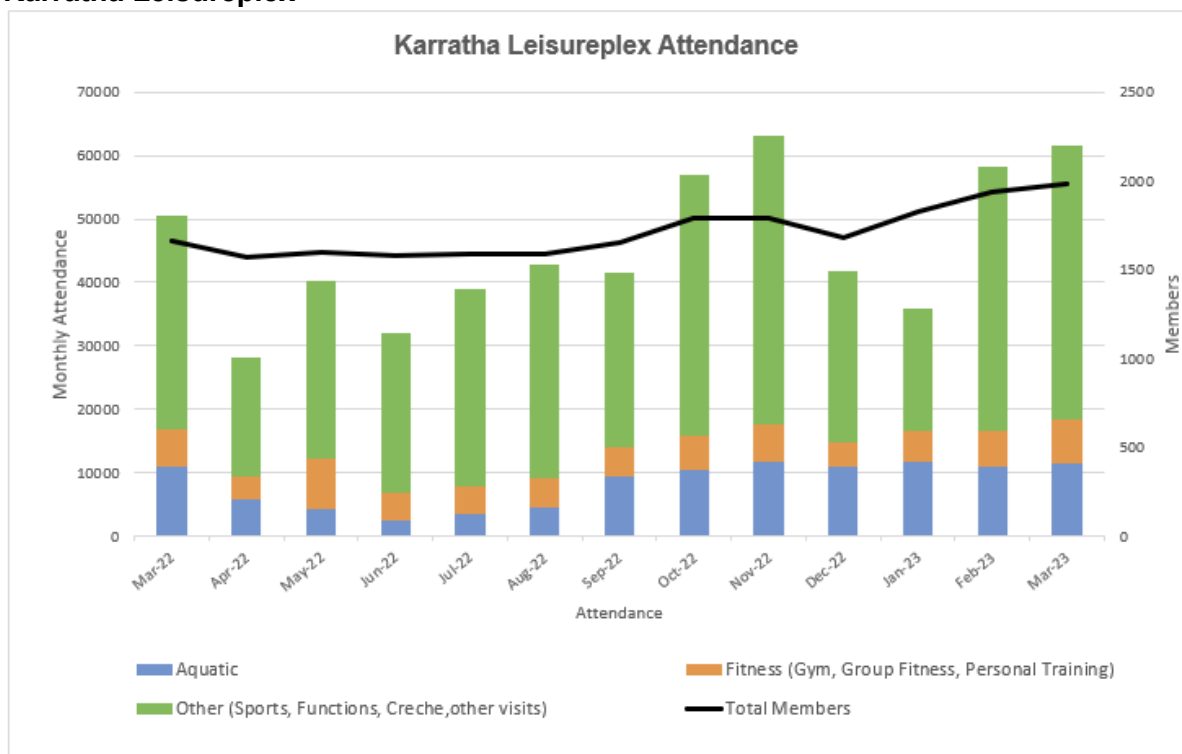


Red Earth Arts Precinct:

22% decrease due to fewer live shows than last year, also affecting bar/kiosk sales. The positioning of the CICADA stage set also contributed to the cancellation of movies this month.

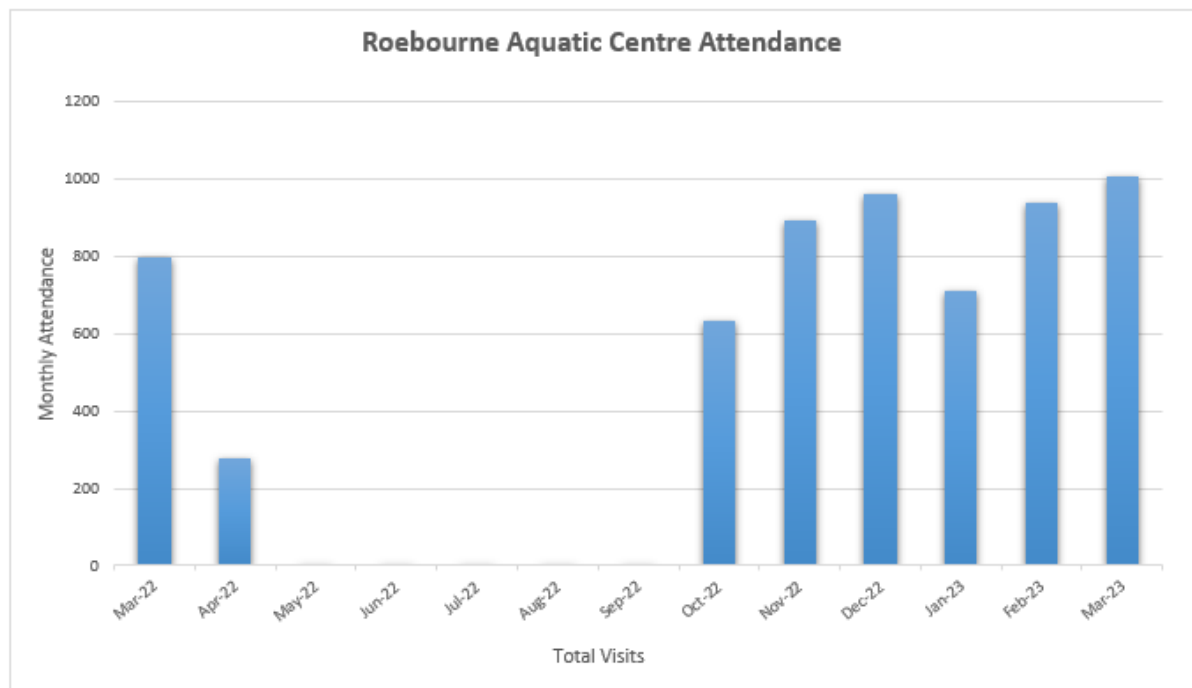
22 movies were screened in March with a total attendance of 1096 patrons and an average of 49 patrons attending each movie. Live shows were WA Ballet & CICADA.

Karratha Leisureplex

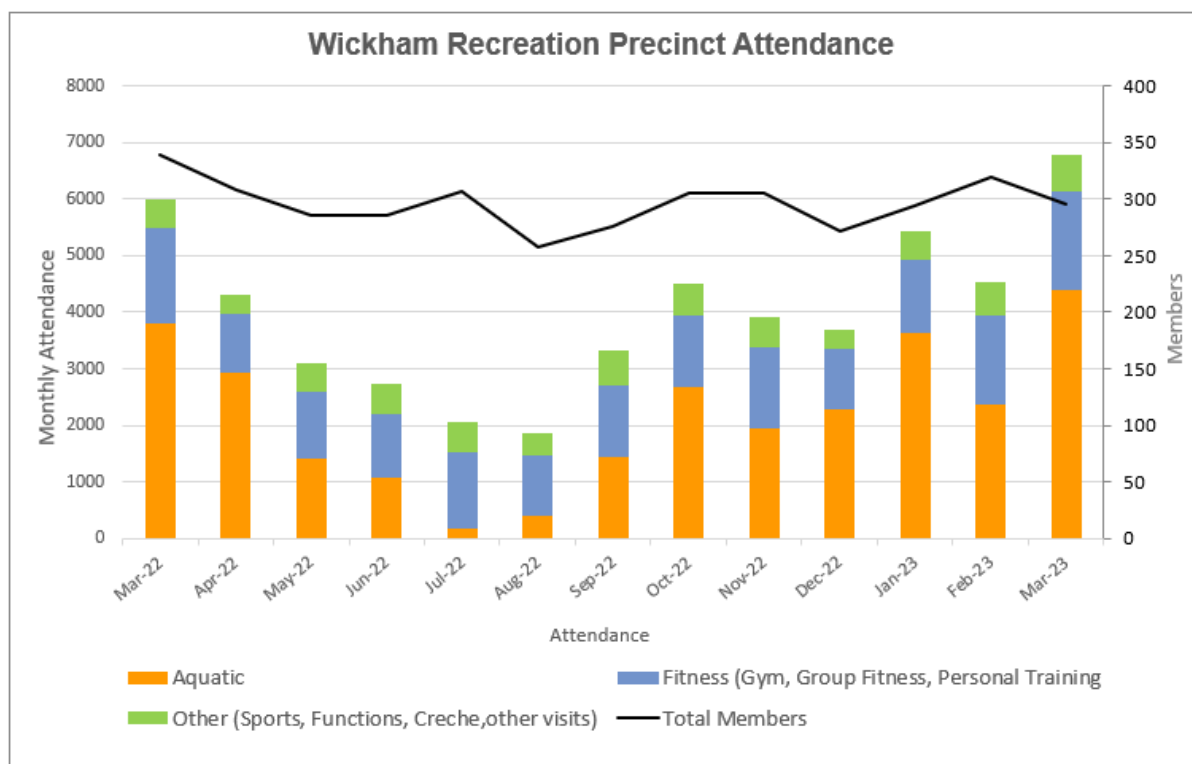


There has been a significant increase of 22% in gym and class attendance since March of last year, as well as many basketball players and crowds during games.

Roebourne Aquatic Centre

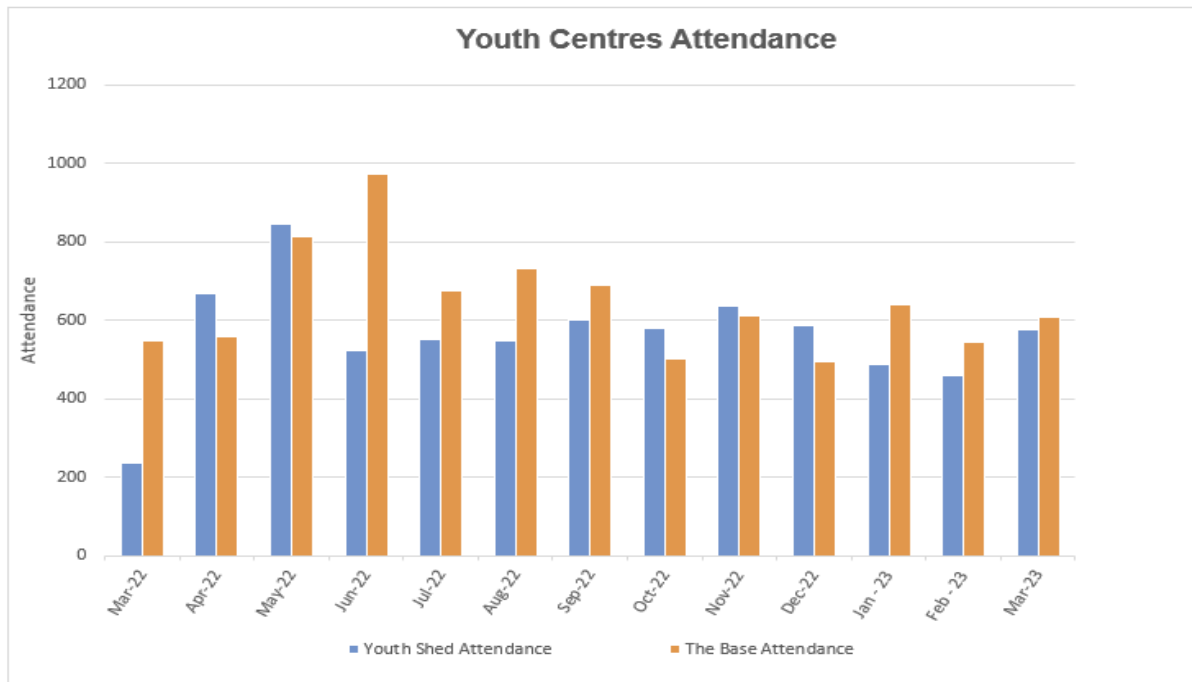


Wickham Recreation Precinct



There has been an increase in aquatic attendance due to the return and growth of swimming lessons offered by the Education Department. As a result of the above aquatic attendance, the overall attendance increased by **800** patrons.

Youth Services

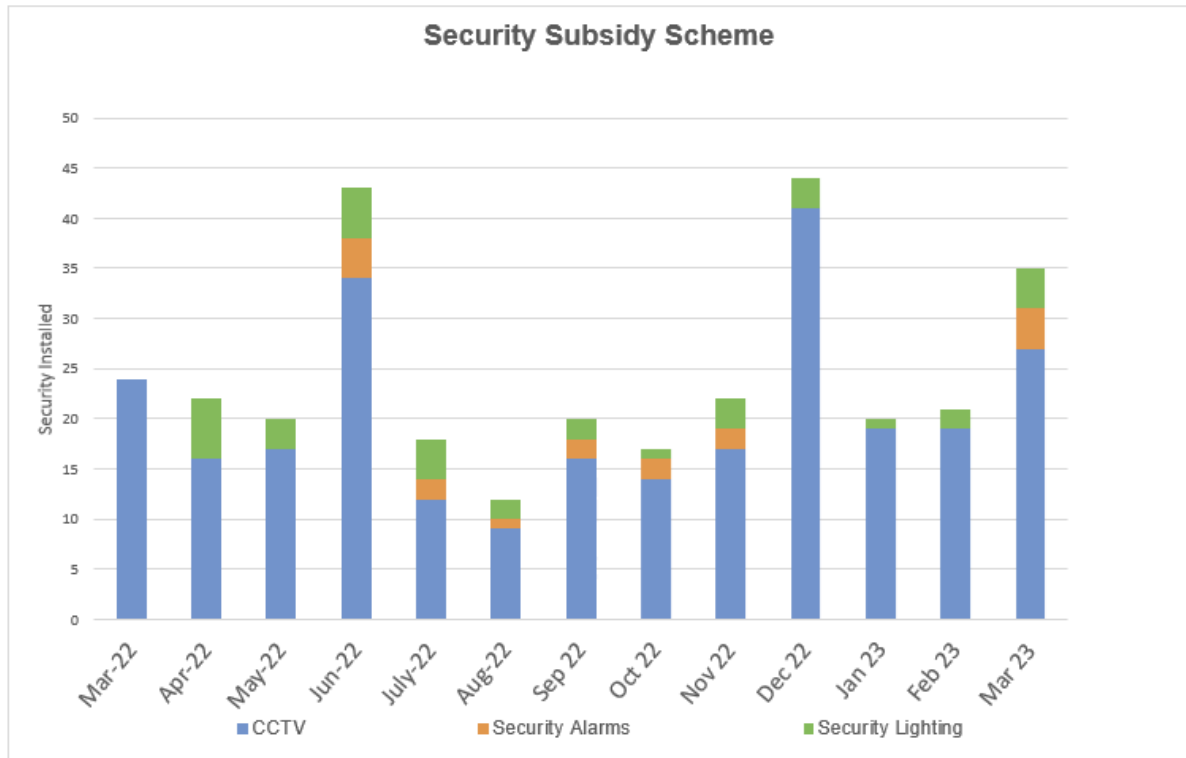


The Base and Youth Shed:

This March, the Youth shed has seen a 143% increase due to the partial closure last March for the kitchen renovation. Families visiting from Onslow and Carnarvon have also boosted numbers.

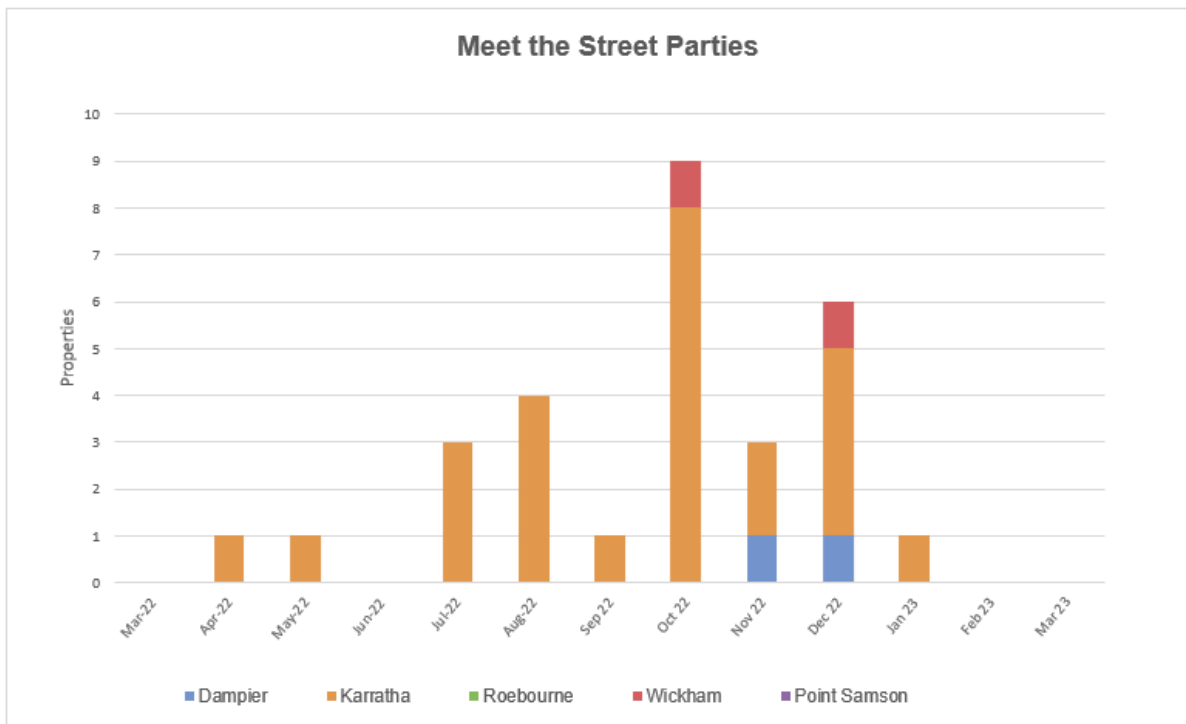
12% increase at The Base due to young children from Year 6 (age 10+) bringing friends from school as older children focus on basketball. As the school holidays approach, expect good levels.

Liveability



Security Subsidy:

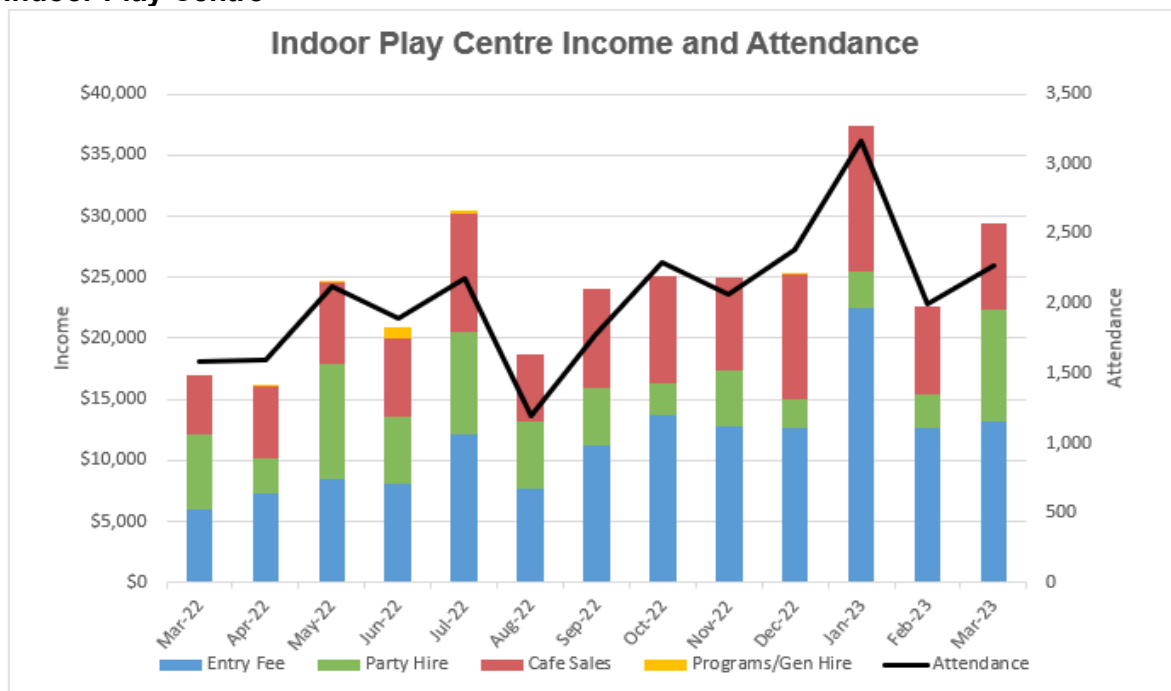
42% increase due to 34 applications this month, 10 more than March 2023, with some rejections due to not meeting the criteria (not buying locally), but an improvement over last year. In addition, alarms and sensors increased this month compared to cameras only.



Meet the Street:

Increase in marketing with Easter MtS post, a few applications received and planned for April.

Indoor Play Centre



Indoor Play Centre:

Laser Tag reintroduced in March 2022 significantly increased party hire. Attendance figures have increased by **44%** influenced by the additional parties. Due to mandatory vaccinations, March 2022 figures were low.

ADVISORY GROUP MEETINGS

The Arts Development and Events Advisory and Youth Advisory Group Meetings have been scheduled for May 2023. The meetings will be held on the following dates:

- Arts Development and Events Advisory Meeting: May 18, 2023
- Youth Advisory Group Meeting: May TBC, 2023

We look forward to engaging with all stakeholders at the Arts Development and Events Advisory and Youth Advisory Group Meetings in May 2023.

QUARTERLY SMALL COMMUNITY GRANTS SUMMARY**JANUARY 2023**

Town	Who	What	Awarded
All Towns	Reach Us Pilbara Inc (Cancer Support)	Catering for High Tea fundraising event	\$4,779.25
	West Pilbara Junior Football Association	WAFC Professional Development Sessions in Perth - flight and accommodation assistance	\$5,000.00
	Karratha Basketball Association	Support for two local junior players attending the Southern Cross Challenge in Melbourne	\$2,000.00
Dampier	Dampier Bowling Club	Contribution toward purchase of new ice making machine	\$5,000.00
Total			\$16,779.25

FEBRUARY 2023

Town	Who	What	Awarded
Karratha	Karratha Family Centre	Playground sand replenishment & reticulation replacement	\$5,000
Karratha	Karratha Shotokan Karate Club	Support for visiting Sensei for tuition and grading exams	\$5,000
Karratha & Dampier	Karratha Dampier Ladies Darts Association	A contribution to the association's honour board	\$1,872
Karratha	Karratha BMX Club	Assistance with repairs to Club's canteen building	\$5,000
All Towns	Pilbara for Purpose Inc	University of Western Australia assistance with 'Outcomes Measurement Training Workshop' in Karratha	\$3,000
Total			\$19,872

MARCH 2023

Town	Who	What	Awarded
All Towns	Karratha Touch Rugby	Support for three local players to participate in the National Touch League Championships in Coffs Harbour, NSW	\$3,000
Total			\$3,000

15 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

16 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

17 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Nil

18 MATTERS BEHIND CLOSED DOORS

OFFICER'S RECOMMENDATION

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

18.1 CONFIDENTIAL ITEM – AIRLINE ROUTE DEVELOPMENT INCENTIVES

Also included is the following:

ATTACHMENT TO ITEM 12.1 PILBARA SUMMIT 2023 – PROPOSED GOLD SPONSORSHIP THROUGH MAJOR EVENTS SPONSORSHIP AND ATTRACTION PROGRAM – SPONSORSHIP PROPOSAL

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

19 CLOSURE & DATE OF NEXT MEETING

The meeting closed at _____.

The next meeting is to be held on Monday, 29 May 2023 at 6pm at Council Chambers - Welcome Road, Karratha.