



## **ORDINARY COUNCIL MEETING**

# **MINUTES**

**The Ordinary Meeting of Council was held  
in the Council Chambers, Welcome Road, Karratha  
on Monday, 16 June 2014**

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

**CHRIS ADAMS  
CHIEF EXECUTIVE OFFICER**



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

**WRITTEN CONFIRMATION**

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

Signed: \_\_\_\_\_

A handwritten signature in black ink, appearing to read 'Chris Adams', is written over the signature line.

**Chris Adams - Chief Executive Officer**

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

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

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

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

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

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

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

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

### **INTERESTS AFFECTING IMPARTIALITY**

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

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

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

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

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

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



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# AGENDA

## 1 OFFICIAL OPENING

The Ordinary Meeting of Council held in the Council Chambers, Welcome Road, Karratha on 16 June 2014 was declared open at 6:30 pm. Cr Long acknowledged the traditions of the Ngarluma people, on whose land we are gathered here today.

## 2 PUBLIC QUESTION TIME

Nil.

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

<b>Councillors:</b>	Cr Peter Long [President] Cr John Lally [Deputy President] Cr Garry Bailey Cr Geoff Harris Cr Harry Hipworth Cr Nerida Kickett Cr Janine Miller Cr Michael Saylor Cr Evette Smeathers Cr Robin Vandenberg Cr White-Hartig
<b>Staff:</b>	Chris Adams Chief Executive Officer Phillip Trestrail Director Corporate Services Andrew Ward Director Community Services David Pentz Director Development Services Simon Kot Director Strategic Projects & Infrastructure Linda Franssen Minute Secretary
<b>Apologies:</b>	Nil
<b>Absent:</b>	Nil
<b>Leave of Absence:</b>	Nil
<b>Members of Public:</b>	Robyn Marais Jackson McLeod
<b>Members of Media:</b>	Tom Zaunmayr, Pilbara News

## 4 DECLARATIONS OF INTEREST

Cr Harris declared an interest in the following Items:

- Proximity interest in Item 11.4 Power to Lease to be added to Management Order of Reserve 40196 (Karratha Village Shopping Centre, Sharpe Avenue/ Karratha Terrace Precinct) as Cr Harris owns a business in the Centro Karratha Shopping Centre.
- Impartiality interest in Item 11.6 Alterations to Stallholder Policy as Cr Harris is a Director of the Karratha Football Club and a Committee Member of the Karratha Visitor Centre, sites deemed suitable for Stallholders.
- Financial interest in Item 17.1 Karratha Airport Request To Negotiate Lease Terms With Bristow Helicopters Australia Pty Ltd as Cr Harris leases property to Bristow Helicopters.

Cr Hipworth declared an interest in the following Items:

- Impartiality interest in Item 11.6 Alterations to Stallholder Policy as Cr Hipworth is the President of the Karratha Country Club Inc and a Life Member of the Karratha Football Club Inc, sites deemed suitable for Stallholders.
- Impartiality interest in Item 12.1 Karratha Golf Course Redevelopment (Incorporating the Green the Greens Project) as Cr Hipworth is the President of the Karratha Country Club Inc.
- Financial interest in Item 12.7 Karratha Airport Upgrade Request for Delegation to Engage a Leasing Agent for Commercial Office Space as Cr Hipworth owns a locally based Real Estate Agency.

Cr Kickett declared an interest in the following Item:

- Impartiality interest in Item 11.6 Alterations to Stallholder Policy as Cr Kickett is the President of the Karratha Visitor Centre (KVC), a site deemed suitable for Stallholders.

Cr Miller declared an interest in the following Items:

- Proximity interest in Item 11.4 Power to Lease to be added to Management Order of Reserve 40196 (Karratha Village Shopping Centre, Sharpe Avenue/ Karratha Terrace Precinct) as Cr Miller owns a business in the Centro Karratha Shopping Centre.
- Financial interest in Item 11.6 Alterations to Stallholder Policy as Cr Miller's son owns an ice cream van which operates within the Shire.

Cr Vandenberg declared an interest in the following Item:

- Impartiality interest in Item 12.1 Karratha Golf Course Redevelopment (Incorporating the Green the Greens Project) as Cr Vandenberg is a Social Member of the Karratha Country Club Inc.

Cr White-Hartig declared an interest in the following Item:

- Impartiality interest in Item 10.1 Major Events Sponsorship Scheme Budget Allocation FY14/15 as Cr White-Hartig is the President of the Wickham Community Association which is a partner in the Footy Show proposal.

## **5 PETITIONS/DEPUTATIONS/PRESENTATIONS**

Member of the public, Robyn Marais provided a brief presentation regarding item 8.1 Ward Boundary Review to express her concern that a change in status quo to Ward Boundaries may result in loss of elected representation advocating the interests of the Roebourne community.

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

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

Res No : 152856  
MOVED : Cr Vandenberg  
SECONDED : Cr Smeathers

**That the Minutes of the Ordinary Meeting of Council held on Monday, 19 May 2014, and the Minutes of the Special Council Meeting held on Friday 6 June 2014 be confirmed as a true and correct record of proceedings.**

**CARRIED**

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FOR : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor,  
Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
AGAINST : Nil

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

01/05/2014 -	The Karratha Cultural Precinct Project Architect Tender Meeting
02/05/2014 -	Meeting with Landcorp
02/05/2014 -	IBN Karratha Office Grand Opening
02/05/2014 -	Meeting with Brendon Grylls
04/05/2014 - 07/05/2014 -	Pilbara Kimberly Forum 2014 – Jakarta Indonesia
09/05/2014 -	Meeting with Brendon Grylls
13/05/2014 -	Pilbara Regional Investment Blueprint Workshop - Perth
14/05/2014 -	Western Australian Regional Capitals Alliance Workshop and Meeting - Perth
15/05/2014 -	Joint Pilbara Development Commission, Regional Development Australia & Pilbara Regional Council meeting
16/05/2014 -	Meeting with Woodside
19/05/2014 -	Meeting with Federation Centres
19/05/2014 -	Meeting with Des Rothe
26/05/2014 -	Meeting with Albany Entertainment Centre
27/05/2014 -	Meeting with Bunbury Entertainment Centre
27/05/2014 -	Meeting with Bunbury Regional Library, Withers Branch
27/05/2014 -	Meeting with CEO and Mayor – City of Bunbury Council
27/05/2014 -	Meeting with Peppermint Grove Council Shire President
28/05/2014 -	Meeting with Edith Cowan University Library, Joondalup Campus
28/05/2014 -	Meeting with John Inveracity Music & Drama Centre
29/05/2014 -	Meeting with Department of Culture and Arts WA and tour of the State Theatre
29/05/2014 -	Meeting with Roebourne Men’s Group
30/04/2014 -	Welcome Reception - Australian Property Institute, WA Conference 2014

## **8 EXECUTIVE SERVICES**

### **8.1 WARD BOUNDARY REVIEW**

<b>File No:</b>	<b>GV.21</b>
<b>Responsible Executive Officer:</b>	<b>Chief Executive Officer</b>
<b>Reporting Author:</b>	<b>Manager Governance &amp; Organisational Strategy</b>
<b>Date of Report:</b>	<b>24 April 2014</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>1. Discussion Paper</b> <b>2. Submission from Dampier Community Association</b>

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#### **PURPOSE**

To consider public submissions relating to the review of ward boundaries and Council representation structures and determine a position for consideration by the Local Government Advisory Board. This report has been re-tabled after being laid on the table at the May 2014 Ordinary Council Meeting. Following discussions with Councillors, the report has been modified slightly to include an additional option (Option 6 – Reduce to 3 wards and retain current number of elected members) for Council's consideration.

#### **BACKGROUND**

Every eight (8) year period, the local government is to review its ward boundary structures in accordance with Schedule 2.2 of the *Local Government Act 1995*. The review aims to ensure that the distributions of elected members is appropriate.

The statutory review process requires the following:

- Council resolves to undertake a ward boundary review and seek public submissions;
- Public submission period opens (minimum 6 weeks) – information statement provided for public to read and comment on;
- After public submission period closes, Council to consider all submissions and relevant factors, resulting in a Council recommendation;
- Council's recommendation is put to the Local Government Advisory Board (LGAB) for consideration;
- The LGAB put forward recommendation to the Minister for Local Government;
- Any changes approved by the Minister will be subsequently listed for Governor's Orders and gazettal. It is expected that any changes will be implemented for the next ordinary election.

When considering changes, regard is to be given to matters such as:

- Community of interests;
  - Physical and topographical features;
  - Demographic trends;
  - Economic factors; and
  - Ratio of Councillors to electors in the various wards.
-

Each of the matters is briefly discussed below:

*Community of interests*

The current ward structure (i.e. 4 wards of Dampier, Karratha, Wickham/Cossack/Point Sampson and Roebourne Pastoral) are strongly linked to the ‘communities of interest’ principle. The ward structure recognises that while we are the one District, we have distinct townships that have individual and differing needs and wants. Other than having a ‘no wards’ system or combining the eastern corridor wards, there is few logical other methods of division of Councillors on a community of interest basis (if any).

*Physical and Topographical features*

This principle is not specifically addressed in the current ward structure. Significant features of the district such as train lines, creek lines, suburb boundaries, major roads, etc. could possibly be used as boundaries for wards but officers consider that this would not create appropriate ward boundaries.

*Demographic Trends*

Demographic trends for the Shire since the last ward boundary review (2006) show a predominance of growth in the Karratha area. Council growth plans indicate that growth should occur in all wards over the next review period but the vast majority of population growth is expected to remain in the locality of Karratha.

*Economic Factors*

Given the dominance of mining, port and construction activity on local economy, economic factors are not considered to be a particularly useful device for appropriately dividing the district into wards.

*Ratio of Councillors to electors in the various wards.*

The State Government’s stated preference is that the Councillor to elector ratio for each ward should not vary by more than  $\pm 10\%$ . This preference is on the basis that each ward Councillor should be responsible for, and voted in by, roughly the same number of electors. As the table below illustrates, the Shire’s current (and past) ward structure fails to meet this guideline.

Ward	Total Population <sup>[1]</sup>	Electors <sup>[2]</sup>	Councillors	% electors per ward population	Councillor /Elector Ratio	% Ratio Deviation
Karratha	16,490	6,939	6	42%	1 : 1157	-40%
Wickham/Point Samson/ Cossack	2,334	924	2	40%	1 : 462	44%
Dampier	1,366	653	2	48%	1 : 327	61%
Roebourne/ Pastoral	2,802	579	1	21%	1 : 579	30%
<b>TOTALS</b>	<b>22,992</b>	<b>9,095</b>	<b>11</b>		<b>AVE 1:827</b>	

<sup>[1]</sup> Population Data Source: ABS Census Data 2011

<sup>[2]</sup> Elector Data Source: Shire of Roebourne Electoral Roll Data 2013

The data indicates that, using the  $\pm 10\%$  ratio, Karratha is significantly under represented and all three other wards are over represented. To meet the  $\pm 10\%$  ratio, the Council structure under the ward boundaries would need to be:

Ward	Ratio Eligibility	No of Councillors
Karratha	$6939/827 = 8.39$	8
Wickham/Cossack/Point Sampson	$924/827 = 1.12$	1
Dampier	$653/827 = 0.79$	1
Roebourne/Pastoral	$579/827 = 0.70$	1
	<b>TOTAL</b>	<b>11</b>

Given that greater than 76% of voters reside in Karratha, any ward structure that aims to meet the  $\pm 10\%$  ratio will invariably result in a predominance of Karratha based ward Councillors. The only other alternative that has been identified to address this issue is to discontinue the ward system altogether with all Councillors belonging to one District Ward.

### **WARD OPTIONS**

While a number of alternatives were canvassed, Council officers are of the view that there are essentially only three viable options available to Council in relation to ward Boundaries:

- Retain the status quo;
- Reduce to three wards with an increase of elected members in Karratha;
- Discontinue the ward system (i.e. no wards).

The Status Quo option appropriately addresses all criteria that must be addressed with the obvious exception of the preferred  $\pm 10\%$  ratio. In the past the Shire of Roebourne Council has successfully advocated that the other factors (particularly the communities of interest factor) outweigh the need for equal voter representation by Councillors. Council could restate this preference/position to the LGAB but it is unclear as to whether this proposition would be accepted given the large (and growing) disparity between Councillor/elector ratios in Karratha as compared to other wards.

The three ward option goes a long way to addressing all of the required criteria satisfied by the status quo option, as well as reducing the gap to the preferred  $\pm 10\%$  ratio.

While the option of going with a no ward system appropriately addresses all of the matters that need to be considered in the ward boundary review, there is concern that ‘communities of interest’ could be lost under a whole of district ward structure.

In relation to ward boundaries, it is the view of officers that a no wards structure is the most appropriate option on the following basis:

1. In accordance with the *Local Government Act*, Councillors are elected to ‘represent the interests of electors, ratepayers and residents **of the district**’ not individual wards;
2. No other structure identified meets the State Government’s expectation of  $\pm 10\%$  deviation in the Councillor to elector ratio;
3. Officers’ experience with wards and no wards indicates that there tends to be little to no difference in the composition of Council.

### *Number of Councillors*

In addition to the issue of ward boundaries, the issue of number of Councillors on Council has also been canvassed within the community. No community feedback was provided on

this matter. This issue has been raised in response to the Local Government Reform package, unveiled by the Minister for Local Government in February 2009, which included a strategy to reduce the number of elected members per Council to between six and nine. Whilst this has not been legislated, the reform that is currently underway in the metropolitan area of Perth, may result in amendments to the *Local Government Act 1995*.

In seeking feedback on this aspect of the review, the Department of Local Government & Communities has confirmed the Government's stated preference that local governments should consider Councillor numbers of between six and nine noting that the provisions of the *Local Government Act 1995* prevail. However, the Department has requested that the advantages of Councillor numbers within the six to nine range should be considered during the Council's deliberations.

### **COUNCILLOR NUMBER OPTIONS**

While noting the State Governments preference for a maximum of nine (9) Councillors, it is the view of officers that retention of 11 Councillors is the most appropriate option within the Shire of Roebourne on the following basis:

1. More Councillors provides greater diversity and increased representation;
2. It is often difficult to get Councillors together given business, travel and other commitments;
3. The heavy dominance of a small number of companies/developers within the town leads to higher levels of disclosure of interest by Council than is usual. Less Councillors would impact quorum and decision making with fewer individuals making important decisions when Councillors have to leave the Chambers due to conflict of interest.

### **LEVEL OF SIGNIFICANCE**

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

### **COUNCILLOR/OFFICER CONSULTATION**

Consultation has taken place with Councillors regarding proposed options for consideration at the December 2013 and May 2014 Briefing Sessions.

### **COMMUNITY CONSULTATION**

At the Ordinary Council Meeting held on 28 January 2014 Council resolved to seek public submissions over a 6 week period. This period was to close on 4 April 2014 but was extended until 16 April 2014 to give the community additional time to make submissions. Notice was provided in local newspapers and was circulated to the local community associations and indigenous groups within the district. Only one response was received, from the Dampier Community Association (DCA).

The DCA submission indicates a preference to retain the status quo in relation to ward boundaries and retaining two Council representatives for Dampier as it reflects the level of representation required for the unique nature of the Dampier community. The DCA also indicates that if the number of Council members cannot be retained at two, one representative under Option 2a or 3 would be otherwise acceptable, however the DCA insists that the retention of the Dampier Ward is fundamental to the ongoing representation of their community which has some unique and complex challenges, including: normalisation of services and ownership; Rio Tinto relationship; tourism potential; town revitalisation; demographic trends and loss of services.

While the feedback has been minimal, the community consultation that has been undertaken exceeds of the minimum requirements of Clause 7 of Schedule 2.2 of the *Local Government Act*.

#### **STATUTORY IMPLICATIONS**

Schedule 2.2 of the *Local Government Act 1995* details the procedures necessary to carry out a review of the Shire's ward boundaries and elector representation.

#### **POLICY IMPLICATIONS**

There are no policy implications.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications expected for the current budget year. Should any changes occur with a reduction in the number of elected members, the savings will not be realised until the 2015/16 financial period.

#### **STRATEGIC IMPLICATIONS**

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program: 4.a.3.1 Provide civic leadership framework and support to the community.

#### **RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be Moderate to the Shire in terms of Reputation risk and Compliance with legislation.

#### **IMPACT ON CAPACITY**

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

#### **RELEVANT PRECEDENTS**

Four reviews have been conducted since 2001. The position of previous Councils was to retain the status quo, based predominantly on the varying communities of interest, despite the imbalance between the wards. This has always met with resistance from the LGAB which has subsequently requested a further review of the Council's decision. Whilst the LGAB acknowledged the existence of diverse communities within the wards, the ongoing appetite by the LGAB to accept this position is currently unknown.

#### **VOTING REQUIREMENTS**

Absolute Majority

**OPTIONS:**

Option 1

As per Officer’s recommendation.

Option 2 - Retain current ward boundaries and distributions

That Council by ABSOLUTE Majority pursuant to Clause 9 of Schedule 2.2 of the *Local Government Act 1995* RESOLVES to:

1. PROPOSE to the Local Government Advisory Board that the current 4 ward system that exists within the Shire be retained without any change to ward boundaries; and
2. PROPOSE to the Local Government Advisory Board that the current number of elected member for each ward be retained.

Option 3 – Retain current wards and reduce elected numbers to 10

That Council by ABSOLUTE Majority pursuant to Clause 9 of Schedule 2.2 of the *Local Government Act 1995* RESOLVES to:

1. PROPOSE to the Local Government Advisory Board that the current 4 ward system that exists within the Shire be retained without any change to ward boundaries; and
2. PROPOSE to the Local Government Advisory Board the making of an order reducing the number of elected members as follows:

Ward	Current Representation	Proposed Representation	Councillor/elector ratio
Karratha	6	6	1:1157
Wickham/Point Samson/Cossack	2	2	1:462
Dampier	2	1	1:653
Roebourne/Pastoral	1	1	1:579
Total	11	10	

Option 4 – Retain current wards and reduce elected numbers to nine (9)

That Council by ABSOLUTE Majority pursuant to Clause 9 of Schedule 2.2 of the *Local Government Act 1995* RESOLVES to:

1. PROPOSE to the Local Government Advisory Board that the current 4 ward system that exists within the Shire be retained without any change to ward boundaries; and
2. PROPOSE to the Local Government Advisory Board the making of an order reducing the number of elected members as follows:

Ward	Current Representation	Proposed Representation	Councillor/elector ratio
Karratha	6	6	1:1157
Wickham/Point Samson/Cossack	2	1	1:924
Dampier	2	1	1:653
Roebourne/Pastoral	1	1	1:579
Total	11	9	

Option 5 – Retain current wards and reduce elected numbers to eight (8)

That Council by ABSOLUTE Majority pursuant to Clause 9 of Schedule 2.2 of the *Local Government Act 1995* RESOLVES to:

1. PROPOSE to the Local Government Advisory Board that the current 4 ward system that exists within the Shire be retained without any change to ward boundaries; and
2. PROPOSE to the Local Government Advisory Board the making of an order reducing the number of elected members as follows:

Ward	Current Representation	Proposed Representation	Councillor/elector ratio
Karratha	6	5	1:1388
Wickham/Point Samson/Cossack	2	1	1:924
Dampier	2	1	1:653
Roebourne/Pastoral	1	1	1:579
Total	11	8	

Option 6 – Reduce to 3 wards and retain current number of elected members

That Council by ABSOLUTE Majority pursuant to Clause 9 of Schedule 2.2 of the *Local Government Act 1995* RESOLVES to:

1. PROPOSE to the Local Government Advisory Board the making of an order reducing the district to three wards; and
2. PROPOSE to the Local Government Advisory Board the making of an order that the number of elected members for each ward be as follows:

Ward	Current Representation	Proposed Representation	Councillor/elector Ratio
Karratha	6	8	1:867
Wickham/Point Samson/Roebourne/ Cossack/Pastoral	3	2	1:752
Dampier	2	1	1:653
Total	11	11	

**CONCLUSION**

Council is required to review the current ward boundaries. While it could be argued that the existing ward boundary structure has been effective, the structure does not provide for equal representation by Councillors. This principal of equal representation is one of the key foundations of governments of all levels within Australia.

Discontinuing the ward system provides a method whereby the stated preference for no greater than  $\pm 10\%$  difference between Councillor/elector ratios is achieved. All other models result in a predominance of Karratha ward Councillors. Council could advocate to retain the status quo but, given the significant and growing variance between Councillor/elector ratios, the likelihood of success is unknown.

By maintaining the current number of Councillors, the community is provided a better level of representation and there is less chance of failing to reach a quorum for meetings or important Council decisions being made by a small number of Councillors.

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**OFFICER'S RECOMMENDATION**

That Council by ABSOLUTE Majority pursuant to Clause 9 of Schedule 2.2 of the *Local Government Act 1995* RESOLVES to:

1. PROPOSE to the Local Government Advisory Board the making of an order discontinuing the ward system for the Shire of Roebourne; and
2. PROPOSE to the Local Government Advisory Board that the number of offices of Councillor remain unchanged in order to:
  - maintain diversity and broad based representation;
  - ensure the availability of adequate Councillor numbers in light of work, travel and other commitments; and
  - ensure that Council meetings can retain a quorum and adequate numbers for effective decision making when Councillors have to leave the Chambers due to conflict of interest.

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**COUNCIL RESOLUTION**

Res No : 152857  
 MOVED : Cr Smeathers  
 SECONDED : Cr Hipworth

That Council suspend Standing Orders at 6.35 pm to allow for open discussion of this item.

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**COUNCIL RESOLUTION**

Res No : 152858  
 MOVED : Cr Vandenberg  
 SECONDED : Cr Lally

That Council resume Standing Orders at 6.48 pm.

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**ALTERNATIVE RECOMMENDATION**

Res No : N/A  
 MOVED : Cr White-Hartig  
 SECONDED : Cr Bailey

That Council by ABSOLUTE Majority pursuant to Clause 9 of Schedule 2.2 of the *Local Government Act 1995* RESOLVES to:

1. PROPOSE to the Local Government Advisory Board that the current 4 ward system that exists within the Shire be retained without any change to ward boundaries; and
2. PROPOSE to the Local Government Advisory Board that the current number of elected member for each ward be retained.

LOST 4-7

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FOR : Cr Bailey, Cr Miller, Cr Saylor, Cr White-Hartig  
 AGAINST : Cr Long, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Smeathers, Cr Vandenberg

**SECOND ALTERNATIVE RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152859  
**MOVED** : Cr Lally  
**SECONDED** : Cr Kickett

**That Council by ABSOLUTE Majority pursuant to Clause 9 of Schedule 2.2 of the *Local Government Act 1995* RESOLVES to:**

- 1. PROPOSE to the Local Government Advisory Board the making of an order reducing the district to three wards; and**
- 2. PROPOSE to the Local Government Advisory Board the making of an order that the number of elected members for each ward be as follows:**

<b>Ward</b>	<b>Current Representation</b>	<b>Proposed Representation</b>	<b>Councillor/elector Ratio</b>
<b>Karratha</b>	<b>6</b>	<b>8</b>	<b>1:867</b>
<b>Wickham/Point Samson/Roebourne/Cossack/Pastoral</b>	<b>3</b>	<b>2</b>	<b>1:752</b>
<b>Dampier</b>	<b>2</b>	<b>1</b>	<b>1:653</b>
<b>Total</b>	<b>11</b>	<b>11</b>	

**CARRIED 7-4**

**FOR** : Cr Long, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Smeathers, Cr Vandenberg  
**AGAINST** : Cr Bailey, Cr Miller, Cr Saylor, Cr White-Hartig

**REASON** : Councillors for the motion considered Option 6 to reduce three wards and retain current number of elected members to be the most appropriate option on the following basis:

- Three wards would reduce the gap to the State Government’s preferred ±10% Councillor to elector ratio;
- Retaining 11 Councillors would provide diversity and adequate representation; and
- A reduction in Councillors would impact quorum and decision making with fewer individuals making important decisions when Councillors have to leave the Chambers due to conflict of interest.
- A change in representation would be consistent with the principle of ‘one vote, one value’ given the current over representation based on relative population of each town.



## 8.2 MAYORAL REGALIA

<b>File No:</b>	<b>ED.15</b>
<b>Responsible Executive Officer:</b>	<b>Chief Executive Officer</b>
<b>Reporting Author:</b>	<b>Manager Marketing and Communications</b>
<b>Date of Report:</b>	<b>4 June 2014</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

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### **PURPOSE**

To provide options for the acquisition of Mayoral regalia to reflect the transition of the Shire of Roebourne to City Status.

### **BACKGROUND**

The Shire of Roebourne will become the City of Karratha on 1 July 2014. With the transition to City Status the position of Shire President will be re-titled Mayor. The position of Mayor traditionally came with Mayoral regalia consisting of robes and ceremonial chain. Although formal regalia is no longer used for Council meetings and general use, many local governments retain the regalia for civic and formal events. It is not necessary to have both robes and chains with many local governments opting only to have ceremonial chains or a collaret for formal use.

A Mayoral chain also serves as a historical record of the City with the names of Mayors engraved into the links. Having a Mayoral chain can improve the formality of Civic ceremonies and will identify and enhance the standing of the Mayor, particularly when conducting international relations such as Sister City engagements where it is commonplace for such regalia to be worn. Different Mayors have personal preferences as to when and how often they wear the ceremonial chains.

If Council does elect to purchase a set of regalia, it is recommended that it:

- It be a basic set of chains to recognise the transition to city status; and
- The regalia be designed in such a way that it keeps a historical record of the City's Mayors.

Mayoral chains are available at a range of price points from simple pendants on ribbon (around \$1500) through to gold plated chains (which can be over \$50,000). An appropriate Mayoral chain for the City of Karratha could be purchased in the \$3000 - \$5000 price range which would allow for a basic pendant, collaret (ribbon) and chain links for the names of Mayors to be engraved.

### **LEVEL OF SIGNIFICANCE**

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

### **COUNCILLOR/OFFICER CONSULTATION**

Nil

### **COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

There are no statutory implications.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

Mayoral chains can be sourced from between \$1,500 for a basic pendant on a ribbon through to \$50,000 for gold plated ceremonial chains. It is proposed that the chains be sourced at the lower end of the scale (\$3,000).

**STRATEGIC IMPLICATIONS**

There are no strategic implications.

**RISK MANAGEMENT CONSIDERATIONS**

There is potential reputational risk of spending Council funds on mayoral regalia as, in the eyes of some community members, it may be seen as unnecessary largess. Conversely, the lack of formal regalia may be seen adversely by visiting dignitaries, particularly those from overseas.

**RELEVANT PRECEDENTS**

There are no relevant precedents related to this matter.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2 That Council by SIMPLE Majority pursuant to Section 5.8 of the *Local Government Act 1995* RESOLVES to PURCHASE Mayoral chains and a robe for the transition to the City of Karratha.

Option 3

That Council by SIMPLE Majority pursuant to Section 5.8 of the *Local Government Act 1995* RESOLVES to NOT PURCHASE any Mayoral regalia for transition to the City of Karratha.

**CONCLUSION**

Mayoral chains are used by most Cities around Australia to denote the Mayor at formal civic events. The City of Karratha can use Mayoral chains to denote formal events, to enhance Mayoral status in international relations and to provide a historical record of the City's Mayors.

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**OFFICER'S RECOMMENDATION**

That Council by **SIMPLE** Majority pursuant to Section 5.8 of the *Local Government Act 1995* **RESOLVES** to **PURCHASE** a ceremonial Mayoral chain including a pendant and collaret for use at formal Civic occasions at a cost of no greater than \$3,000.

**OR**

That Council by **SIMPLE** Majority pursuant to Section 5.8 of the *Local Government Act 1995* **RESOLVES** to **NOT PURCHASE** any Mayoral regalia for transition to the City of Karratha.

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**COUNCIL RESOLUTION**

**Res No** : 152860  
**MOVED** : Cr Bailey  
**SECONDED** : Cr Miller

That Council by **SIMPLE** Majority pursuant to Section 5.8 of the *Local Government Act 1995* **RESOLVES** to **NOT PURCHASE** any Mayoral regalia for transition to the City of Karratha.

**CARRIED 8-3**

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**FOR** : Cr Long, Cr Bailey, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor, Cr Smeathers,  
Cr White-Hartig  
**AGAINST** : Cr Harris, Cr Hipworth, Cr Vandenberg



## 9 CORPORATE SERVICES

### 9.1 FINANCIAL STATEMENT FOR PERIOD ENDING 30 APRIL 2014

<b>File No:</b>	<b>FM.19</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Management Accountant</b>
<b>Date of Report:</b>	<b>26 May 2014</b>
<b>Applicant/Proponent:</b>	<b>Not applicable</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

#### PURPOSE

To provide a summary of Council's financial position for the period ending 30<sup>th</sup> April 2014.

#### BACKGROUND

The following table is a summary of the Financial Activity Statement Report compared to the Budget as at 30<sup>th</sup> April 2014:

2013-2014	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	YTD Variance	Impact on Surplus
Operating Expense	(75,785,178)	(76,148,746)	(58,720,343)	(56,231,477)	2,488,866	▲
Operating Revenue (incl. Rates)	105,366,343	111,625,760	94,188,292	97,340,026	3,151,734	▲
Non Operating Exp	(51,031,459)	(63,102,091)	(30,693,793)	(25,815,220)	4,878,573	▲
Non Operating Rev	12,643,124	15,615,589	3,312,840	3,437,468	124,628	▲
Non Cash Items Included	8,153,389	10,873,446	3,771,706	5,675,806	1,904,100	▲
Surplus BFWD 12/13	653,781	1,136,042	1,136,042	1,136,042	0	
<b>Surplus/(Deficit) 13/14</b>	<b>0</b>	<b>0</b>	<b>12,994,744</b>	<b>25,542,645</b>	<b>12,547,901</b>	<b>▲</b>

This table shows that Council is currently in a surplus position of \$25.5m which is \$12.5m above budget. The following variances (greater than \$150K) contribute significantly to the surplus shown in the above table:

#### Operating Expense

- \$538K under budget in Plant repairs
- \$225K under budget in TTI Bar expenses
- \$191K under budget in Town Street maintenance
- \$433K under budget in Drainage maintenance

#### Operating Revenue

- \$1.15M over budget in Interim Rates
- \$668K over budget in Karratha Leisureplex Income
- \$557K over budget in Karratha Airport Aviation Revenue
- \$211K over budget in Income from subdivisions
- \$155K over budget in Income from Direct Road Grants

**Non-operating Expense**

- \$1.09M under budget in 7 Mile building improvements
- \$899K under budget in Karratha Leisureplex expenses
- \$697K under budget in Footpath Construction
- \$195K under budget in Karratha LazyLands expenses
- \$205K under budget in Karratha redevelopment plan expenses
- \$195K under budget in CCTV Installation
- \$154K under budget in Youth Shed Building expenses

Further detail on these variances is included later in this report in the variance commentary by Program for the Rate Setting Statement.

## FINANCIAL MANAGEMENT SUMMARY

### Financial Ratios

Ratio	Description of Ratio/Indicative Target Ranges provided by Dept. of Local Government	Original Budget 2013/14	YTD Budget 2013/14	YTD Actual Result	Variance Description
<b>Operating Sustainability</b>					
Operating Surplus Ratio	An indicator of the extent to which revenue raised not only covers operational expenses, but also provides for capital				An Operating Surplus Ratio in excess of 15% indicates a strong financial position.  The Operating Surplus Ratio is above budget due to higher than anticipated operating surplus.
	Operating Surplus (excl. capital grants & contributions)/Own Source Revenue	21,962,770	23,077,215	29,014,068	
		86,583,328	76,076,919	76,537,141	
	Minimum Target between 0% and 15%	25.4%	30.3%	37.9%	
Asset Sustainability Ratio	An approximation of the extent to which assets managed by a local government are being replaced as these reach the end of their useful life	28,559,117	22,418,771	17,565,620	The Asset Sustainability Ratio is below the YTD budget due to Capital expenditure being behind budget YTD.  Depreciation is above budget YTD due to depreciation adjustments relating to EOFY plant revaluations.
	Capital Renewal and Replacement Expenditure/Depreciation	8,075,504	3,693,821	3,998,643	
	Target - Greater than 0.90	3.54	6.07	4.39	
Own Source Revenue Ratio	An indicator of a local government's ability to cover its costs through its own tax and revenue efforts	86,644,765	76,028,825	76,537,141	This variance is due to operating expenses below YTD budget.
	Own Source Operating Revenue/Operating Expenses	75,785,178	58,720,343	56,231,477	
	Target - Greater than or equal to 0.40	1.14	1.29	1.36	
<b>Liquidity Ratios</b>					
Current Ratio	A measure of a local government's liquidity and its ability to meet its short term financial obligations from unrestricted current assets	-			The current ratio is unable to be calculated on a YTD budgeted basis due to the nature of its components being budgeted on an annual basis.  The YTD actual ratio of 5.41 is the result of timing differences in capital expenditure.
		9,569,996	Not	30,342,035	
	Current Assets less Restricted Assets/Current Liabilities less liabilities associated with Restricted assets	9,277,760	Applicable	5,606,676	
	Target - greater than or equal to 1	1.03		5.41	
<b>Debt Ratios</b>					
Debt Service Cover Ratio	An indicator of a local government's ability to generate sufficient cash to cover its debt payments				Original Budget results in a ratio in excess of 10 due to low level of debt resulting from early loan repayment programme undertaken in 2012/13. Council's sole outstanding debt, a Self Supporting Loan to the Chamber of Commerce was repaid in April.
	Operating surplus before interest expense and depreciation/Principal and interest Expense	30,042,200	26,771,036	29,014,068	
		6,858	58,769	63,505	
	Target - more than 2- The higher the better	>10	>10	>10	

**Statement of Financial Position**

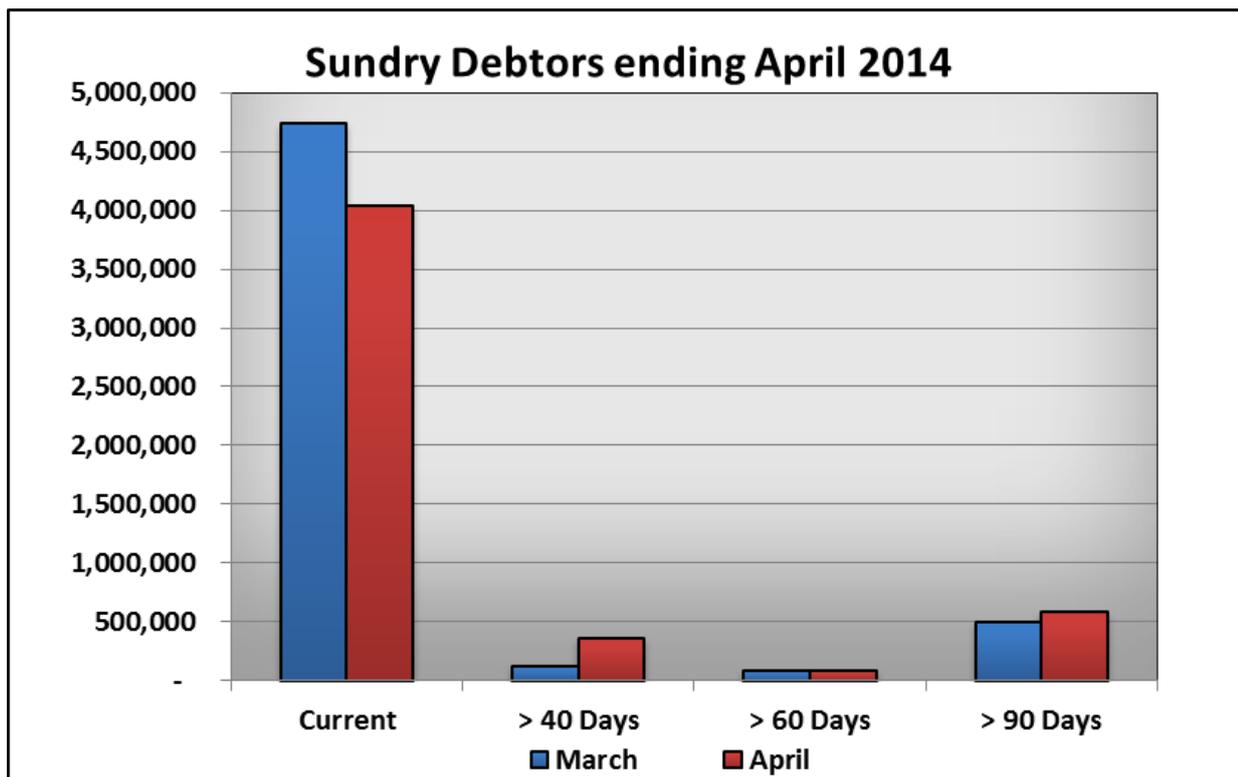
	2014 April	2014 March	% change
<b>Current</b>			
<b>Assets</b>	77,987,973	78,869,281	-1.12%
<b>Liabilities</b>	8,340,904	9,086,163	-8.20%
<b>Non Current</b>			
<b>Assets</b>	273,406,101	272,379,449	0.38%
<b>Liabilities</b>	516,783	570,185	-9.37%
<b>Net Assets</b>	342,536,387	341,592,382	

Total Current Assets have decreased by 1.12% from March to April due to receipt of outstanding debtors invoices. Current Liabilities have decreased by 8.2% from March to April partially due to payment of invoices related to Cyclone Christine and ongoing works. Non-current Assets have increased by 0.38% due to capital works carried out. Non-current Liabilities have decreased by 9.37% due to payout of self-supporting loan to the Chamber of Commerce.

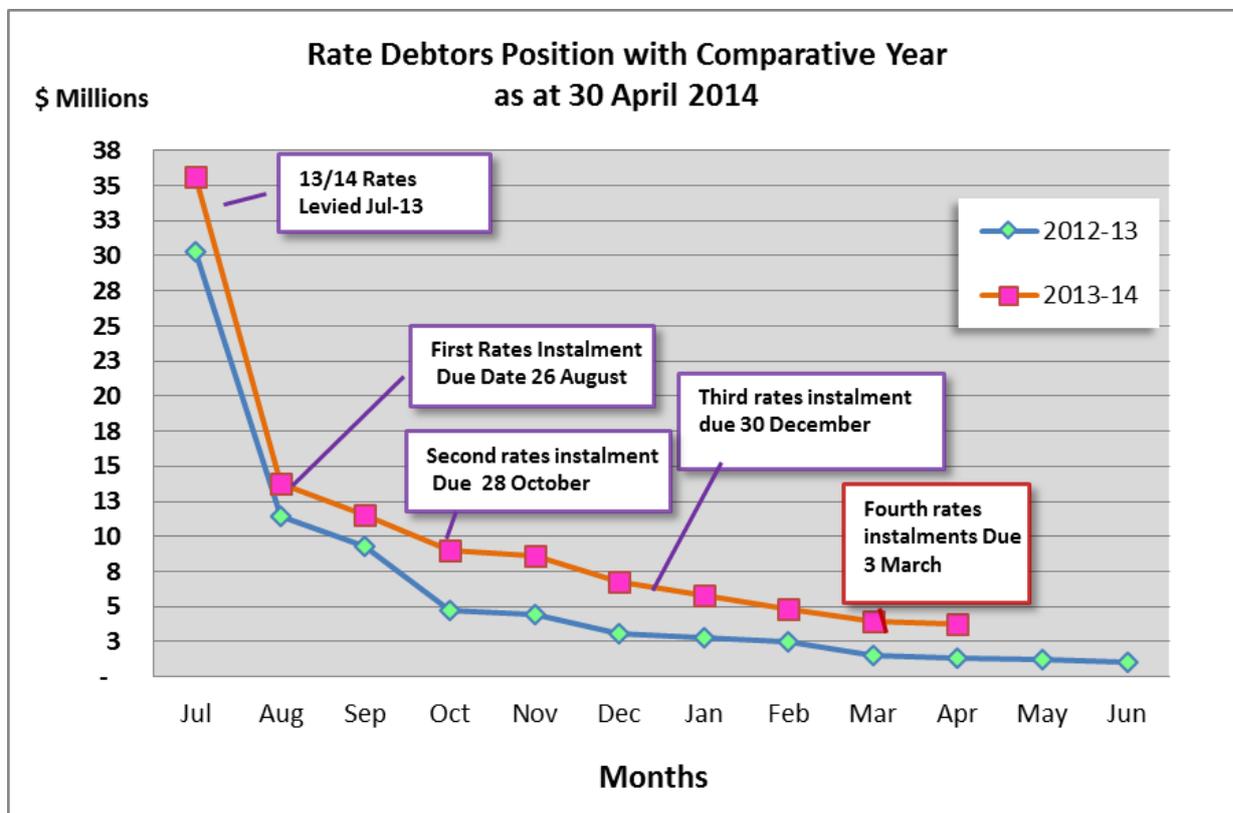
**Debtors Schedule**

Total Trade Debtors has decreased 7% or \$394,729 during the period due to receipt of outstanding and regular monthly invoices. Stringent debt collection on outstanding debts greater than 40 Days continued in line with Council policy. The following table shows outstanding balances for each ageing period for balances in excess of \$5,000.

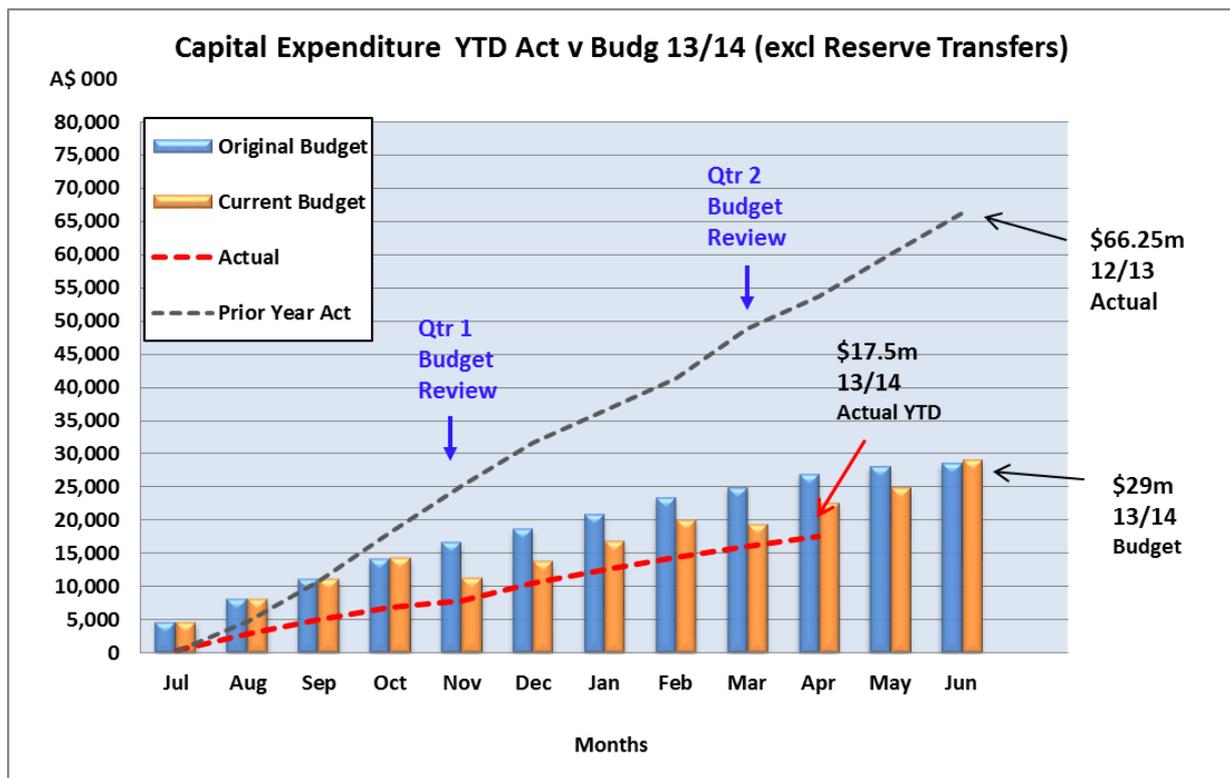
Debtor	40 Days	60 Days	>90 Days	Since paid (Y/N)	Comments
CHAMELEON RESOURCES	5,050.40	15.14	1.27	No	Waste Facility Account under credit management
LYONS & PEIRCE	32,471.18	0.00	0.00	No	Waste Facility Account under credit management
QANTAS AIRWAYS LIMITED	33,409.57	36,463.87	244,315.23	No	Qantas have not accepted 13/14 increase in fees and charges so have not paid increase and interest. Writs have been served as per debt collection procedure.
QANTAS AIRWAYS LIMITED Q007	22,586.64	27,185.90	181,294.26	No	Qantas have not accepted 13/14 increase in fees and charges so have not paid increase and interest. Writs have been served as per debt collection procedure.
QANTASLINK PTY LTD	12,181.48	13,336.71	92,000.37	No	Qantas have not accepted 13/14 increase in fees and charges so have not paid increase and interest. Writs have been served as per debt collection procedure.



The total outstanding rates balance at the end of April was \$3,745,587, including TWA rates. Rates payments of \$159,759 (including interims) were received during the month. This represented 4% of the outstanding rates balance from the prior month.



### Capital Expenditure



Asset Class	YTD			Annual	
	YTD Amended Budget	YTD Actual	Variance %	Annual Orig Budget	Annual Amend Budget
	30-Apr-14			30-Jun-14	
Land	0	411,275	0%	0	0
Artwork	0	0	0%	0	0
Buildings	11,887,744	8,829,338	-26%	14,359,126	15,666,398
Equipment	116,907	120,185	0%	288,000	140,607
Furn & Equip	234,348	201,745	-14%	644,800	500,539
Plant	630,442	625,778	0%	1,726,290	970,356
Infrastructure	9,549,330	7,377,299	-23%	11,540,901	11,760,026
<b>Totals</b>	<b>22,418,771</b>	<b>17,565,620</b>	<b>-22%</b>	<b>28,559,117</b>	<b>29,037,926</b>

The Shire’s 2013/14 Capital Expenditure budget is \$29 million, the majority of the budget is associated with major projects including Karratha Airport building and infrastructure, 7 Mile Waste Facility building improvements and Karratha Leisureplex works. The above table shows that Council is currently 22% below budget in capital expenditure year to date. Major variances are in Building & Infrastructure purchases as follows:

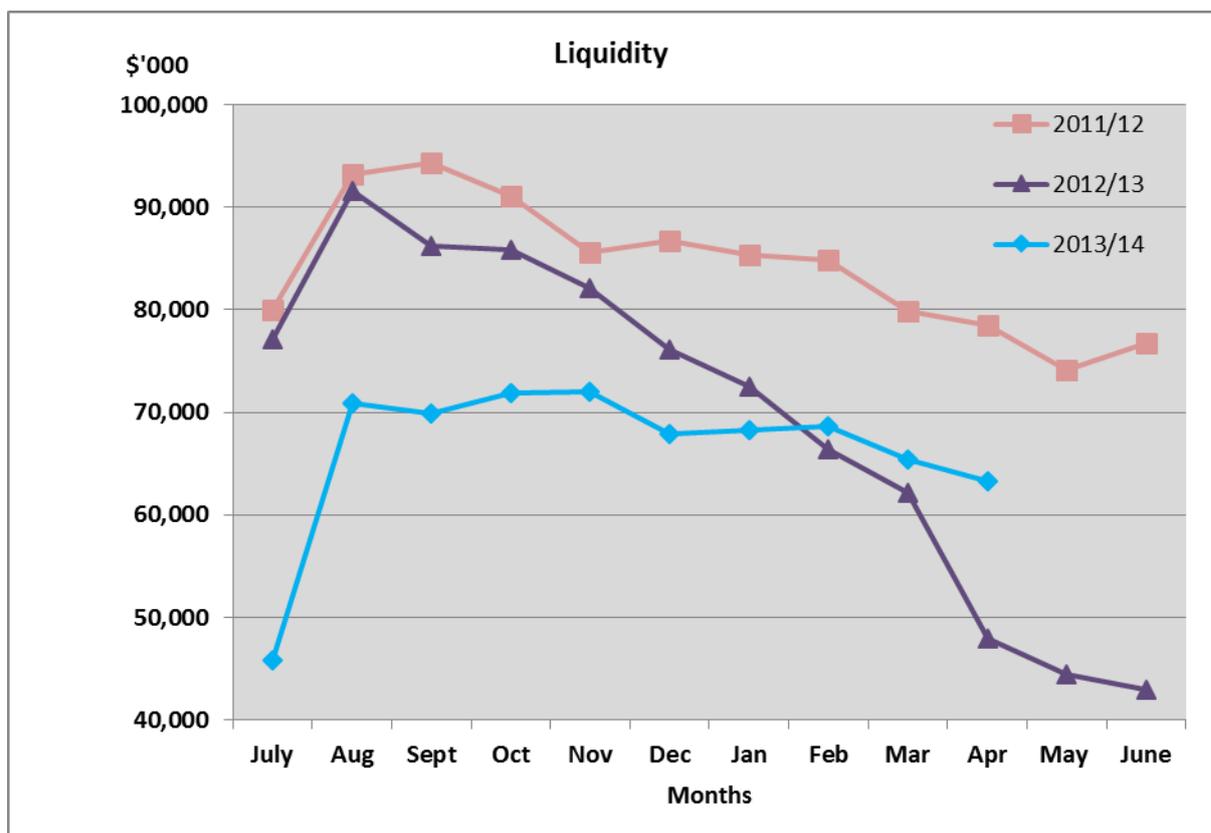
Capital Expenses	Material Variance		Significant Items	
Purchase Of Assets - Buildings	-25.73%	(3,058,046)	(1,088,300)	▼ 7 Mile Tip Bldg. Improvements - A number of works have been completed or are underway, progress claims for the works have been posted to May
			(556,451)	▼ Karratha Leisureplex - Final works to ovals and lighting and claims due in June.
			(410,023)	▼ Purchase - Buildings Housing
			(214,243)	▼ Buildings-Roebourne/Wickham SES - Progress claim for March was held back which has impacted expenditure cashflow. Minor delays will necessitate a carry forward for 14/15 Budget
			(193,178)	▼ Leisureplex Improvements
			(154,364)	▼ Purchase Buildings-The Youth Shed
			(149,839)	▼ Karratha Leisureplex Shade Playground - Play equipment ordered and due to install in June. Shade footings installed and structure due in June.
			(138,746)	▼ Public Toilet Upgrade - Project nearing completion, delays due to supply of suitable materials
			(113,402)	▼ New Civic Centre
			(99,250)	▼ Improvements - 2 Cook Close Lot 23 Karratha Airport - Works scheduled for completion late May
		(59,716)	▼ Cultural Precinct - Tender for architect finalised in May. Budget based on original estimate of fees and timeline. Will require adjustment to 13/14 and 14/15 Budget forecasts	
Purchase Of Assets - Infrastructure	-22.75%	(2,172,031)	(218,066)	▼ Dampier Boat Ramp Upgrade - Works have commenced with the fabrication of the ramp panels but no invoice received yet. Installation to occur in May and June
			(195,000)	▼ Cctv Installation - Project delays - awaiting Police sign off of MOU documentation and access to their station to install. Contract finalisation anticipated late May 2014, with works to commence June 2014, commissioning Oct 2014.
			(192,773)	▼ Airside Upgrade - Timing difference. Fencing project \$240K committed and payment will be released once works are completed. Potential carry over for fencing project due to programmed completion date.
			(170,918)	▼ Dampier Bus Shelters - Footings poured and structures have been fabricated. New date for practical completion is 6th June.
			(121,786)	▼ Church Park Shade Shelter - Landscaping out for RFQ. Footings for shelter have been installed and shelter installation and final claim due in June.
			(63,540)	▼ Led Lighting Upgrade - Timing difference. Compliance works for lighting shed to house runway lighting controls \$52K committed and payment will be released once works is completed by 30 June.
			(50,000)	▼ Bulgarra Oval-General Equipment
			53,385	▲ Footpaths-Dampier Highway Stage 2 - Journal adjustment required
			236,461	▲ Footpaths - Construction - All jobs within the Footpath program are on track to be completed, some job accounts are to be adjusted (journal) to identify costs against correct jobs

Further detail on these variances is included later in this report in the variance commentary by Program for the Rate Setting Statement.

**Cash and Investments**

<u>Investment Accounts</u>	<u>Balance 30 April</u>	<u>Interest %</u>	
Reserve Account	3,132,390	2.51	Transactional Account
Maxi Cash Reserve	14,227,580	3.00	Cash Management
Reserve TD - NAB	30,275,178	3.72	Reserve Investment
Municipal Account	77,632	2.51	Transactional Account
Maxi Cash Municipal	5,521,981	3.00	Cash Management
Municipal TD - NAB	5,000,000	3.70	Municipal Investment
Municipal TD - NAB	5,000,000	3.70	Municipal Investment
Cash on Hand	28,318	0.00	Cash Floats
<b>Total</b>	<b>63,263,078</b>		

The Reserve Bank cash rate (overnight money market interest rate) has remained at 2.5%, since the 25 basis point decrease in early August. During April, \$5 million of municipal funds continued to be invested at 3.7% to mature in May. \$2 million of maturing municipal funds were reinvested at 3.65%, to mature in June. \$30 million of maturing reserve funds were re-invested at 3.7% to mature in July. The Municipal funds held with Westpac Bank continued to earn 2.51% interest on balances between \$1,000,000 and \$5,000,000 in the everyday account and 3% on the Maxi-Direct Muni Account to maximise interest earnings.



The liquidity graph for 2013/14 demonstrates a fairly consistent level of cash throughout the financial year due to the majority of cash being received at the beginning of the year while major project expenditure is being incurred towards the end of the year.

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

- Rate Setting Statement;
- Operating Revenue and Expenses Variance Commentary by Nature & Type;
- Operating and Capital Variance Commentary by Program Area;
- Net Current Asset Position;
- Statement of Financial Position (Balance Sheet);
- Cash and Cash Equivalent Note; and
- Schedule of Divisional Financial Activity.

### **LEVEL OF SIGNIFICANCE**

Financial integrity is essential to the operational viability of the Shire 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 Shire of Roebourne to remain financially sustainable is a significant strategy for a region that is continually under pressure from the resources industry, private enterprise and State Government obligations for the ongoing development of infrastructure and services.

### **COUNCILLOR/OFFICER CONSULTATION**

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

### **COMMUNITY CONSULTATION**

No community consultation is required.

### **STATUTORY IMPLICATIONS**

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

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

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

### **POLICY IMPLICATIONS**

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

### **FINANCIAL IMPLICATIONS**

The report represents the financial position of the Council at the end of April 2014 with a current full year balanced budget and actual surplus year to date reported of \$25,491,457 which is largely due to timing differences in completion of 2013/14 projects.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council’s approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

- Our Program: 4.d.1.3 Provide transparent and accountable financial information required by the Local Government Act, Code of Accounting Practice, Australian Accounting Standards and Local Government regulations.
- Our Services: 4.d.1.3.2 Prepare the monthly financial statements and reports to Council.

**RISK MANAGEMENT CONSIDERATIONS**

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

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

This is a routine process alerting Council of the current financial position of the Shire of Roebourne.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**

Option 1

As per the Officer’s recommendation.

Option 2

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

1. RECEIVE the Financial Reports for the financial period ending 30<sup>th</sup> April 2014; and
2. APPROVE the following actions:
  - a) \_\_\_\_\_
  - b) \_\_\_\_\_

Option 3

That Council by Simple Majority pursuant to Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Administration) Regulations 1996* RESOLVES to NOT RECEIVE the Financial Report for the financial period ending 30<sup>th</sup> April 2014.

**CONCLUSION**

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

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152861  
**MOVED** : Cr Lally  
**SECONDED** : Cr White-Hartig

That Council by **SIMPLE** Majority pursuant to Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Administration) Regulations 1996* resolves to **RECEIVE** the Financial Reports for the financial period ending 30<sup>th</sup> April 2014.

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil

<b>Shire Of Roebourne</b>							
<b>Notes To And Forming Part Of The Financial Statements</b>							
<b>for the period ending 30 April 2014</b>							
	Original Budget	Amended Budget	Budget YTD	Actual YTD	Material Variance >=10%	\$50,000 or more	2012/13
	\$	\$		\$	%	\$	\$
<b>Operating Revenue And Expenses Classified According To Nature And Type</b>							
<b>Revenues from Operations</b>							
Rates	36,406,894	35,606,448	35,526,448	35,984,667	-	(458,219)	29,047,976
Fees and Charges	47,637,743	46,358,943	36,169,695	37,592,971	-	(1,423,276)	48,449,059
<b>Operating Grant, Subsidies and</b>							
Contributions	10,681,939	9,074,824	7,141,632	8,785,956	23.02%	(1,644,324)	10,994,220
Interest Earned	2,050,282	2,142,652	1,806,996	1,864,232	-	(57,236)	2,970,801
Proceeds/Realisation	-	-	(52,500)	46,273	-	(98,773)	0
All Other	549,846	2,475,726	1,095,090	1,018,195	-	76,895	1,288,872
<b>Total</b>	<b>97,326,704</b>	<b>95,658,593</b>	<b>81,687,361</b>	<b>85,292,294</b>		<b>(3,604,933)</b>	<b>92,750,928</b>
<b>Expenses from Operations</b>							
Employee Costs	33,005,625	31,061,760	26,969,474	27,051,402	-	81,929	30,784,622
Materials and Contracts	25,770,547	24,723,711	21,990,102	16,979,109	-22.79%	(5,010,993)	20,879,527
Utilities (gas, electricity, water etc)	3,692,330	4,174,698	3,093,826	2,747,536	-11.19%	(346,290)	3,172,054
Interest Expenses	3,926	5,417	3,926	8,662	120.63%	-	1,385,118
Depreciation	8,075,504	9,161,782	3,693,821	3,998,643	-	304,822	9,176,505
Insurance Expenses	1,419,733	1,581,061	1,399,537	1,519,530	-	119,993	1,875,382
Other Expenses	3,678,191	3,663,561	3,153,614	2,227,184	-29.38%	(926,430)	2,910,200
<b>Total</b>	<b>75,645,856</b>	<b>74,371,990</b>	<b>60,304,300</b>	<b>54,532,066</b>		<b>(5,772,233)</b>	<b>70,183,406</b>
<b>Non Operating Grants, Subsidies and</b>							
Contributions	7,978,202	15,870,775	12,390,734	11,975,165	-	(415,569)	10,702,278
Fair Value Adjustments	-	-	-	-	-	-	6,223,764
Profit On The Sale Of Assets	(61,437)	(65,092)	(48,094)	(19,996)	-	28,098	(30,532)
Loss On Asset Disposal	139,322	1,776,756	119,156	1,697,159	-	1,578,003	1,846,738
<b>Change In Net Assets From Operations</b>	<b>29,581,165</b>	<b>35,445,714</b>	<b>33,702,733</b>	<b>41,058,230</b>		<b>2,167,300</b>	<b>25,229,830</b>

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

**Variance Commentary by Nature & Type**

Revenues from Operations	Material Variance	Significant Items
Operating Grants, Subsidies and Cont.	23.02% (1,644,324)	(200,000) ▲ Contribution - Wick/Roeb SES
		(118,000) ▲ Cossack Art Prizes - Contributions
		(114,000) ▲ Eastern Corridor Youth Services
		(75,115) ▲ Grants & Contributions - Ovals
		(74,316) ▲ Contributions - Club Development
Expenses from Operations	Material Variance	Significant Items
Materials and Contracts	-22.79% (5,010,993)	(650,526) ▼ Local Planning Strategy (LPS)
		(315,749) ▼ Open Space/Drain Reserve Mtce
		(246,982) ▼ Administration
		(225,252) ▼ TTI - Bar Expenses
		(222,320) ▼ KTA Airport - Landside Mtce
		(182,142) ▼ Administration-Corp Services
		(180,076) ▼ Alloc - Aerodromes & Waste
		(136,859) ▼ Tech Serv - Employment Costs
		(117,585) ▼ Administration-Project Management
		(116,011) ▼ Karratha Entertainment Centre
		(107,698) ▼ Administration
		(102,904) ▼ KTA Airport Security
		(100,369) ▼ Administration-Karratha Leisureplex
		(99,580) ▼ Roundabout Maintenance
		(97,179) ▼ System Development
		(93,491) ▼ KTA Airport - Administration
		(91,910) ▼ Employment Costs-Corporate Services
		(90,846) ▼ Employment Costs-Rangers to be re-allocated
		(85,625) ▼ Staff Housing-Mtce Costs
		(79,265) ▼ Development Services Allocated
		(77,950) ▼ Office Expenses-Corporate Compliance
		(76,524) ▼ TTI - Office Expenses
		(73,782) ▼ KTA Airport - Airside Mtce
		(67,218) ▼ Dampier Community Hub-Expenditure
		(63,155) ▼ Asset Management
		(60,669) ▼ Litter Control
		(56,770) ▼ Computer Network Expenses
		(53,366) ▼ Recycling
		53,044 ▲ Employment Costs-Animal Control
		193,870 ▲ KTA Airport - Employment Costs
		298,596 ▲ Sheeting Roads
		485,140 ▲ Cleanup - Cyclone Christine
		490,858 ▲ Alloc - General Administration
		945,145 ▲ Administration Allocated
Utilities	-11.19% (346,290)	(609,853) ▼ KTA Airport - Karratha Terminal Building
		(101,423) ▼ Oval Maintenance
		117,976 ▲ Local Planning Strategy (LPS)
Other Expenses	-29.38% (926,430)	(593,876) ▼ Non Statutory Donations
		(132,000) ▼ Contribution - Roebourne Community Kitchen
		(79,990) ▼ Cont. - Karratha Tourist Bureau
		(72,718) ▼ Cont. - Roebourne Tourist Bureau

<b>Shire Of Roebourne</b>							
<b>Rate Setting Statement</b>							
<b>for the period ending 30 April 2014</b>							
Rate Setting Statement	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	Material Variance >=10%	\$50,000 or more	Var. Ind
	\$	\$	\$	\$	%	\$	
<b>Operating</b>							
<b>Revenues (Sources)</b>							
General Purpose Funding (excluding Rates)	3,619,076	3,568,357	3,838,249	2,960,122	-22.88%	878,127	▼
Governance	166,257	2,116,272	724,943	732,840	-	-	
Law, Order And Public Safety	2,602,691	1,206,068	1,065,892	1,312,427	23.13%	(246,535)	▲
Health	165,699	191,988	170,588	191,472	12.24%	-	▲
Education and Welfare	96,000	159,900	150,084	142,265	-	-	
Housing	278,952	223,288	181,540	208,921	15.08%	-	▲
Community Amenities	16,884,132	14,633,535	12,172,104	11,955,842	-	216,262	
Recreation And Culture	14,645,400	23,754,679	18,507,710	20,441,012	10.45%	(1,933,302)	▲
Transport	29,016,847	28,356,737	21,268,996	21,808,695	-	(539,700)	
Economic Services	1,107,530	856,190	738,940	690,581	-	-	
Other Property And Services	376,865	952,298	692,298	858,610	24.02%	(166,312)	▲
	68,959,449	76,019,312	59,511,344	61,302,788	-	(1,791,444)	
<b>Expenses (Applications)</b>							
General Purpose Funding	(211,250)	(271,417)	(246,083)	(271,359)	10.27%	-	▲
Governance	(4,656,439)	(4,041,368)	(3,412,624)	(3,087,427)	-	(325,197)	
Law, Order And Public Safety	(2,445,849)	(1,874,592)	(1,493,009)	(1,407,882)	-	(85,127)	
Health	(1,431,902)	(1,329,858)	(1,114,065)	(1,129,512)	-	-	
Education and Welfare	(241,604)	(288,503)	(237,492)	(233,369)	-	-	
Housing	(915,003)	(509,903)	(503,740)	(917,625)	82.16%	413,885	▲
Community Amenities	(15,670,069)	(14,753,364)	(11,849,295)	(10,758,699)	-	(1,090,596)	
Recreation And Culture	(26,020,175)	(28,401,442)	(23,198,794)	(22,549,631)	-	(649,162)	
Transport	(20,509,845)	(22,311,291)	(14,531,308)	(13,857,756)	-	(673,552)	
Economic Services	(2,147,325)	(2,062,934)	(1,871,109)	(1,610,073)	-13.95%	(261,036)	▼
Other Property And Services	(1,535,717)	(304,074)	(262,824)	(406,762)	54.77%	143,938	▲
	(75,785,178)	(76,148,746)	(58,720,343)	(56,230,094)	-	(2,490,248)	
<b>Capital</b>							
<b>Revenue</b>							
Proceeds From Disposal Of Assets	251,650	319,799	154,299	184,185	19.37%	-	▲
Tsf From Aerodrome Reserve	-	-	-	-	-	-	
Tsf From Royalties for Regions Reserve	-	-	-	636	-	-	
Tsf From Plant Replacement Reserve	957,943	586,155	-	-	-	-	
Tsf From Infrastructure Reserve	7,253,325	7,072,136	920,650	115,000	-87.51%	805,650	▼
Tsf From Partnership Reserve	-	408,000	408,000	408,000	-	-	
Tsf From Waste Management Reserve	-	3,431,623	-	-	-	-	
Tsf From Housing Reserve	1,500,000	-	-	-	-	-	
Tsf From Public Open Space Reserve	-	-	-	-	-	-	
Tsf From Parks, Ovals and Rec Facilities	-	-	-	-	-	-	
Tsf From Information Technology Reserve	-	-	-	-	-	-	
Tsf From Aged Persons Homes Reserve	-	-	-	-	-	-	
Tsf From Dampier Drainage Reserve	27,804	26,765	-	-	-	-	
Tsf From Walkington Theatre Reserve	-	-	-	-	-	-	
Tsf From Junior Sport Reserve	96,290	93,363	-	-	-	-	
Tsf From Workers Comp Res	-	-	-	-	-	-	
Tsf From Employee Entitlements Res	-	251,520.0	-	-	-	-	
Tsf From Community Development Res	725,000	725,000	-	-	-	-	
Tsf From Cossack Infrastructure Res	-	-	-	-	-	-	
Tsf From Mosquito Control Reserve	-	-	-	-	-	-	
Tsf From Airconditioning Reserve	-	-	-	-	-	-	
Tsf From Medical Services Assistance Package Reserve	33,333	33,333	33,333	-	-100.00%	-	▼
Tsf From Heavy Haulage Roads Reserve	-	-	-	-	-	-	
Tsf From Carry Forward Budget Reserve	1,787,346	1,787,346	1,787,346	1,787,346	-	-	
Tsf From Restricted Funds Reserve	-	870,116	-	870,116.00	-	(870,116)	
Tsf From History & Cultural Publications	-	-	-	-	-	-	
Restricted Funds Utilised	-	-	-	-	-	-	
Tsf From Restricted Cash Unspent	-	-	-	-	-	-	
Grants/Contributions	-	-	-	63,024	-	(63,024)	▲
New Loans Raised	-	-	-	-	-	-	
Repayments Of Self Supporting Loans	2,932	2,932	2,932	2,881	-	-	
Repayments Of Interest Free Loans To Local Groups	7,501	7,501	6,280	6,280	-	-	
	12,643,124	15,615,589	3,312,840	3,437,468	-	(124,628)	

<b>Shire Of Roebourne</b>							
<b>Rate Setting Statement</b>							
<b>for the period ending 30 April 2014</b>							
<b>Rate Setting Statement</b>	<b>Original Budget</b>	<b>Amended Budget</b>	<b>Year to Date Amended Budget</b>	<b>Year To Date Actual</b>	<b>Material Variance &gt;=10%</b>	<b>\$50,000 or more</b>	<b>Var. Ind</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>%</b>	<b>\$</b>	
<b>Expenses</b>							
Purchase Of Assets - Land	-	-	-	(411,275)	-	411,275	
Purchase of Assets - Artwork	-	-	-	-	-	-	
Purchase Of Assets - Buildings	(14,359,126)	(15,666,398)	(11,887,744)	(8,829,338)	-25.73%	(3,058,406)	▼
Purchase Of Assets - Equipment	(288,000)	(140,607)	(116,907)	(120,185)	-	-	
Purchase Of Assets - Furniture & Equipment	(644,800)	(500,539)	(234,348)	(201,745)	-13.91%	-	▼
Purchase Of Assets - Plant	(1,726,290)	(970,356)	(630,442)	(625,778)	-	-	
Purchase Of Assets - Infrastructure	(11,540,901)	(11,760,026)	(9,549,330)	(7,377,299)	-22.75%	(2,172,031)	▼
Loan Principal Repayments	(2,932)	(54,843)	(54,843)	(54,843)	-	-	
Tsf To Aerodrome Reserve	(3,673,514)	(6,421,719)	(374,175)	(343,307)	-	-	
Tsf To Airconditioning Reserve	-	-	-	-	-	-	
Tsf To Dampier Drainage Reserve	(1,069)	(529)	(529)	(628)	18.73%	-	▲
Tsf To Plant Replacement Reserve	(1,365,234)	(215,744)	(65,056)	(59,442)	-	-	
Tsf To Walkington Theatre Reserve	(203)	(552)	(419)	(23,336)	5469.34%	-	▲
Tsf To Workers Compensation Reserve	(24,960)	(20,016)	(17,000)	(15,518)	-	-	
Tsf To Royalties for Regions Reserve	-	(7)	(7)	-	-100.00%	-	
Tsf To Infrastructure Reserve	(11,007,169)	(17,433,635)	(7,184,380)	(7,178,495)	-	-	
Tsf To Partnership Reserve	-	(3,661,403)	-	-	-	-	
Tsf To Waste Management Reserve	(5,514,212)	(5,415,725)	(480,453)	(420,709)	-12.43%	(59,744)	▼
Tsf To Housing Reserve	-	-	-	(1)	-	-	
Tsf To Parks, Ovals & Rec Facilities Reserve	-	-	-	-	-	-	
Tsf To Aged Persons Home Reserve	(2,872)	(2,321)	(1,976)	(1,806)	-	-	
Tsf To Information Technology Reserve	-	-	-	-	-	-	
Tsf To Junior Sport Reserve	(3,730)	(1,800)	(1,800)	(2,145)	19.15%	-	▲
Tsf To Public Open Space Reserve	(2,943)	(698)	(698)	(730)	-	-	
Tsf To Mosquito Control Reserve	(167)	(147)	(125)	(115)	-	-	
Tsf To History & Cultural Publications Reserve	(2,177)	(1,746)	(1,483)	(1,354)	-	-	
Tsf To Employee Entitlements Reserve	(91,927)	(71,492)	(60,726)	(55,434)	-	-	
Tsf To Community Development Reserve	(768,884)	(753,476)	(24,285)	(22,256)	-	-	
Tsf To Underground Power Reserve	-	-	-	-	-	-	
Tsf To Medical Services Assistance Package Reserve	(10,349)	(8,312)	(7,067)	(6,458)	-	-	
Tsf To Carry Forward Budget Reserve	-	-	-	-	-	-	
Tsf To Restricted Funds Reserve	-	-	-	-	-	-	
Interest Free Loan Principal	-	-	-	-	-	-	
Tsf of Unbudgeted Muni Restricted Cash	-	-	-	-	-	-	
Income Set Aside As Restricted Funds	-	-	-	(63,024)	-	63,024	▲
	(51,031,459)	(63,102,091)	(30,693,793)	(25,815,220)	-15.89%	(4,878,573)	
<b>Adjustment For Non Cash Items</b>							
Depreciation	8,075,504	9,161,782	3,693,821	3,998,643	-	(304,822)	
Movement in Employee Benefit Provisions	0	0	0	0	-	-	
Movement in Accrued Interest	0	0	0	0	-	-	
Movement in Accrued Salaries & Wages	0	0	0	0	-	-	
Movement in Deferred Pensioner Rates	0	0	0	0	-	-	
(Profit) / Loss On Disposal Of Assets	77,885	1,711,664	77,885	1,677,163	-	(1,599,278)	
	8,153,389	10,873,446	3,771,706	5,675,806	50.48%	(1,904,100)	
<b>Surplus Brought Forward 1 July</b>	653,781	1,136,042	1,136,042	1,136,042			
<b>Amount Raised From Rates</b>	36,406,894	35,606,448	34,676,948	35,984,667	-	(1,307,719)	
<b>Surplus / (Deficit)</b>	0	0	12,994,744	25,491,457			

In accordance with the materiality threshold adopted by Council for the reporting of variances by program in the Rate Setting Statement, the following comments are made to provide an explanation of these variances.

**Variance Commentary by Program**

Revenues from Operations	Material Variance		Significant Items	
General Purpose Funding	-22.88%	878,127	(1,148,030)	▲ Interim Rates - Budget amended in March review. Actuals include rates issued for all TWAs.
			725,250	▼ Ex Gratia Contribution to Capital Works - Kangaroo Hill & Birra birra ex gratia rates not yet invoiced
Law, Order & Public Safety	23.13%	(246,535)	(200,000)	▲ Contribution: Wick/Roeb SES - Progress claim received ahead of schedule. Adjustment for forecast funding in 14/15 Required
Recreation & Culture	10.45%	(1,933,302)	(1,500,000)	▲ Grants-Karratha Education Leisure & Training Project
			(667,936)	▲ Karratha Leisureplex-Income GST
			(118,000)	▲ Cossack Art Prizes - Contributions
			(114,000)	▲ Eastern Corridor Youth Services
			(100,097)	▲ Grants & Contributions - Ovals
			78,500	▼ Special Youth Projects Income
			104,000	▼ Grants & Contributions - The Youth Shed 'Fit out' (Woodside)
			218,902	▼ Govt Grant-Rec.Boat.Fac.Scheme - This grant will be fully drawn down once all the work on the Dampier boat ramp is completed. The other component of the grant is to support the Back Beach groin modifications to reduce silting which was completed in May.
			325,000	▼ Contribution-Wickham Recreation Facility - Awaiting Funding Agreement to be executed.
Other Property And Services	24.02%	(166,312)	(210,787)	Supervision of Subdivisions - Fees have been received earlier than expected.
Expenses from Operations	Material Variance		Significant Items	
Housing	82.16%	413,885	(180,076)	▲ Staff Housing Allocations - Aerodromes & Waste
			490,858	▼ Staff Housing Allocations - General Administration
Economic Services	-13.95%	(261,036)	(72,718)	▲ Cont. - Roeboume Tourist Bureau
			(99,169)	▲ Roundabout Maintenance - Contract has been awarded. Works to begin 22nd May. Contractor has allowed 9 days for completion of works.
Other Property And Services	54.77%	143,938	(1,278,590)	▲ Works - Less Allocated To Works
			(1,277,970)	▲ PS - Less Allocated To Works
			(833,796)	▲ PG - Less Allocated To Works
			(538,247)	▲ Plant-Repairs - Dealt with in Q2 Budget review. Due to incorrect salary allocations, reduced damages therefore reduction in contractors and parts. Note that Original Budget of \$1.244M does not include overheads which was factored in December becoming \$2.006M
			(69,095)	▲ Road Data Collection - Invoice is pending from ARRB due to contract condition of payment at the final data delivery.
			(60,094)	▲ Workshop Supervision - Budgets altered on 16/04/14. 641201 amended due to restructure no longer required
			380,185	▼ PS - Employment Costs
			3,768,087	▼ Less Allocated To Works

**Variance Commentary by Program (cont.)**

Capital Revenue	Material Variance		Significant Items		
Tsf From Infrastructure Reserve	-87.51%	805,650	805,650	▼	Transfers from infrastructure reserve for Drainage, Footpaths & Cossack not yet processed
Capital Expenses	Material Variance		Significant Items		
Purchase Of Assets - Buildings	-25.73%	(3,058,046)	(1,088,300)	▼	7 Mile Tip Bldg. Improvements - A number of works have been completed or are underway, progress claims for the works have been posted to May
			(556,451)	▼	Karratha Leisureplex - Final works to ovals and lighting and claims due in June.
			(410,023)	▼	Purchase - Buildings Housing
			(214,243)	▼	Buildings-Roeboume/Wickham SES - Progress claim for March was held back which has impacted expenditure cashflow. Minor delays will necessitate a carry forward for 14/15 Budget
			(193,178)	▼	Leisureplex Improvements
			(154,364)	▼	Purchase Buildings-The Youth Shed
			(149,839)	▼	Karratha Leisureplex Shade Playground - Play equipment ordered and due to install in June. Shade footings installed and structure due in June.
			(138,746)	▼	Public Toilet Upgrade - Project nearing completion, delays due to supply of suitable materials
			(113,402)	▼	New Civic Centre
			(99,250)	▼	Improvements - 2 Cook Close Lot 23 Karratha Airport - Works scheduled for completion late May
(59,716)	▼	Cultural Precinct - Tender for architect finalised in May. Budget based on original estimate of fees and timeline. Will require adjustment to 13/14 and 14/15 Budget forecasts			

**Variance Commentary by Program (cont.)**

Capital Expenses	Material Variance		Significant Items		
Purchase Of Assets - Infrastructure	-22.75%	(2,172,031)	(218,066)	▼	Dampier Boat Ramp Upgrade - Works have commenced with the fabrication of the ramp panels but no invoice received yet. Installation to occur in May and June
			(195,000)	▼	Cctv Installation - Project delays - awaiting Police sign off of MOU documentation and access to their station to install. Contract finalisation anticipated late May 2014, with works to commence June 2014, commissioning Oct 2014.
			(192,773)	▼	Airsides Upgrade - Timing difference. Fencing project \$240K committed and payment will be released once works are completed. Potential carry over for fencing project due to programmed completion date.
			(170,918)	▼	Dampier Bus Shelters - Footings poured and structures have been fabricated. New date for practical completion is 6th June.
			(121,786)	▼	Church Park Shade Shelter - Landscaping out for RFQ. Footings for shelter have been installed and shelter installation and final claim due in June.
			(63,540)	▼	Led Lighting Upgrade - Timing difference. Compliance works for lighting shed to house runway lighting controls \$52K committed and payment will be released once works is completed by 30 June.
			(50,000)	▼	Bulgarra Oval-General Equipment
			53,385	▲	Footpaths-Dampier Highway Stage 2 - Journal adjustment required
			236,461	▲	Footpaths - Construction - All jobs within the Footpath program are on track to be completed, some job accounts are to be adjusted (journal) to identify costs against correct jobs
Tso To Waste Management Reserve	-12.43%	(59,744)	(59,744)	▼	Transfer to Waste Management Reserve - Lower than forecast interest due to long term deposit. This is a timing difference which is likely to equal out in the coming months

**Shire Of Roebourne**  
**Notes to the Financial Statements**  
**for the period ending 30 April 2014**

**Note 1. Net Current Assets**

	Year to Date Actual 30 Apr 2014 \$	2013/14 Brought Fwd 1 July 2013 \$
<b>Current Assets</b>		
Cash and Cash Equivalents – Unrestricted	15,627,930	797,590
Net Trust Liabilities in Muni Trust - ATM Floats	(9,764) 0	57,078 0
Trust - Medical Services Incentive Services	0	0
Cash and Cash Equivalents - Restricted - LSL & R4R	-	0
Cash and Cash Equivalents - Restricted – Reserves	1 47,635,148	42,684,509
Cash - Restricted Unspent Grants/Contributions	0	166,312
Cash - Restricted Unspent Loans	0	0
Trade and Other Receivables	2 11,290,728	9,314,700
Land held for Resale - Development Costs	0	0
Inventories	367,652	449,261
Total Current Assets	74,911,693	53,469,450
<b>Current Liabilities</b>		
Trade and Other Payables	1,200,073	9,607,922
Bank Overdraft	0	0
Current Portion of Long Term Borrowings	1,495	2,935
Current Portion of Provisions	4,064,328	4,064,328
Total Current Liabilities	5,265,896	13,675,185
<b>Net Current Assets</b>	69,645,797	39,794,265
<b>Plus (Minus) Items To Be Excluded</b>		
Take Out Reserve Funds	(47,635,148)	(42,684,509)
Take Out Fully Restricted Cash (Grants/Contributions)	(7,751)	(40,977)
Take Out Fully Restricted Cash (Loans)	0	0
Take Out Restricted Cash (LSL)	0	0
Add Back Non Cash Provisions	3,487,064	4,064,328
Add Back Current Borrowings	1,495	2,935
<b>Net Current Asset Position</b>	25,491,457	1,136,042

## ***Shire Of Roebourne***

### **Notes to the Financial Statements (cont.) for the period ending 30 April 2014**

Note Explanation:

1) Reserves and Long Service Leave are Cash Backed

2)

Total Trade and Other Receivables	7,545,141
Total Rates Debtors Outstanding	3,745,587

**Shire Of Roebourne**  
**Statement of Financial Position**  
**for the period ending 30 April 2014**

<b>Note 2: Balance Sheet</b>	<b>Actual 2013/14 \$</b>	<b>Actual 2012/13 \$</b>
<b>Current Assets</b>		
Cash On Hand	28,318	27,255
Cash and Cash Equivalents - Unrestricted	15,599,612	936,647
Cash and Cash Equivalents - Restricted (Trust)	3,065,243	2,944,984
Cash and Cash Equivalents - Restricted (Reserves/Muni)	47,635,148	42,684,509
Trade and Other Receivables	11,292,000	9,777,096
Inventories	367,652	449,261
<b>Total Current Assets</b>	<b>77,987,973</b>	<b>56,819,751</b>
<b>Non-Current Assets</b>		
Trade and Other Receivables	53,402	53,402
Property, Plant and Equipment	161,157,284	163,350,919
Infrastructure	112,195,414	97,367,531
<b>Total Non-Current Assets</b>	<b>273,406,101</b>	<b>260,771,853</b>
<b>Total Assets</b>	<b>351,394,074</b>	<b>317,591,604</b>
<b>Current Liabilities</b>		
Bank Overdrafts	0	0
Trade and Other Payables	1,200,073	9,607,922
Trust Liabilities	3,075,007	2,887,905
Long Term Borrowings	1,495	2,935
Provisions	4,064,328	4,064,328
<b>Total Current Liabilities</b>	<b>8,340,904</b>	<b>16,563,091</b>
<b>Non-Current Liabilities</b>		
Long Term Borrowings	0	53,402
Provisions	516,783	516,783
<b>Total Non-Current Liabilities</b>	<b>516,783</b>	<b>570,185</b>
<b>Total Liabilities</b>	<b>8,857,687</b>	<b>17,133,276</b>
<b>Net Assets</b>	<b>342,536,387</b>	<b>300,458,328</b>
<b>Equity</b>		
Accumulated Surplus	278,990,923	241,863,499
Asset Revaluation Reserve	15,910,320	15,910,320
Reserves	47,635,144	42,684,509
<b>Total Equity</b>	<b>342,536,387</b>	<b>300,458,328</b>

**Shire Of Roebourne**  
**Statement Of Financial Activity**  
**for the period ending 30 April 2014**

**Note 3: Cash and Cash Equivalents**

	\$
<b>Municipal &amp; Trust Fund Bank</b>	
Cash On Hand	28,318
Westpac on call	1,643,586
Westpac on call & Term Deposits	<u>17,021,269</u>
	<u><b>18,693,173</b></u>
<b>Reserves Fund Bank</b>	
Westpac/WATC/Bankwest on call & Term Deposits	<u>47,635,148</u>
	<u><b>47,635,148</b></u>
<b>Total Cash</b>	<u><u><b>66,328,321</b></u></u>

<b>Note 4</b>				
<b>Shire Of Roebourne</b>				
<b>Notes To And Forming Part Of The Financial Statements</b>				
<b>by Divisions by Activities</b>				
<b>for the period ending 30 April 2014</b>				
	<b>2013/2014 Budget</b>	<b>2013/2014 Amended</b>	<b>2013/2014 Year To Date Budget</b>	<b>2013/2014 Actual To Date</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Note: Material Variance is Year to Date Amended Budget to Year to Date Actual ( => 10% or => \$50,000)				
<b>EXECUTIVE SERVICES</b>				
Net (Cost) Revenue to Council for Members of Council	(974,642)	(904,608)	(790,794)	(744,214)
Net (Cost) Revenue to Council for Cossack Infrastructure Project	0	(166,419)	(166,419)	(224,012)
Net (Cost) Revenue to Council for Executive Admin	(938,564)	(784,329)	(652,826)	(595,208)
Net (Cost) Revenue to Council for Public Affairs	(388,750)	(533,925)	(380,404)	(384,737)
<b>CORPORATE SERVICES</b>				
Net (Cost) Revenue to Council for Rates	36,596,354	35,989,796	35,868,938	36,325,651
Net (Cost) Revenue to Council for General Revenue	(4,392,526)	(6,998,910)	2,912,896	2,955,353
Net (Cost) Revenue to Council for Corporate Services	3,603,976	5,343,956	3,500,356	3,186,989
Net (Cost) Revenue to Council for Human Resources	(1,696,898)	(1,712,477)	(1,426,543)	(1,426,428)
Net (Cost) Revenue to Council for Governance & Organisational Strategy	(1,939,041)	(1,244,913)	(1,050,691)	(928,524)
Net (Cost) Revenue to Council for Information Services	(850,942)	(942,164)	(799,748)	(654,076)
Net (Cost) Revenue to Council for Television & Radio Services	(9,921)	(19,624)	(18,189)	(11,857)
Net (Cost) Revenue to Council for Staff Housing	(346,182)	(1,377,301)	(1,522,760)	(1,733,611)
<b>COMMUNITY SERVICES</b>				
Net (Cost) Revenue to Council for Rio Tinto Partnership	(468,287)	404,818	2,281,375	2,396,942
Net (Cost) Revenue to Council for Community Development	(2,141,633)	(1,552,790)	(1,301,567)	(1,221,957)
Net (Cost) Revenue to Council for Cossack Art Awards	0	0	0	0
Net (Cost) Revenue to Council for Youth Development	(23,700)	2,441	124,362	135,742
Net (Cost) Revenue to Council for Other Culture	(234,160)	(201,172)	(182,028)	(113,139)
Net (Cost) Revenue to Council for Arts & Culture Program	(24,189)	(186)	(186)	(231)
Net (Cost) Revenue to Council for Community Sponsorship	(1,661,971)	(1,600,375)	(1,302,792)	(597,321)
Net (Cost) Revenue to Council for Daycare Centres	(124,313)	(92,469)	(86,246)	(77,553)
Net (Cost) Revenue to Council for Child Health Clinics	(102,830)	(91,426)	(75,892)	(69,051)
Net (Cost) Revenue to Council for Karratha Entertainment Centre	(70,944)	(15,677)	(1,069,284)	(990,487)
Net (Cost) Revenue to Council for Karratha Aquatic Centre	0	0	0	(1,521)
Net (Cost) Revenue to Council for Roebourne Aquatic Centre	(544,771)	(396,096)	(291,146)	(224,537)
Net (Cost) Revenue to Council for Libraries	(1,583,308)	(1,515,286)	(1,277,902)	(1,264,571)
Net (Cost) Revenue to Council for Cossack Operations	(368,392)	(254,990)	(205,736)	(171,337)
Net (Cost) Revenue to Council for Ovals & Hardcourts	(1,429,552)	(1,419,377)	(1,180,108)	(932,918)
Net (Cost) Revenue to Council for Karratha Bowling & Golf	(542,183)	(626,823)	(526,154)	(540,686)
Net (Cost) Revenue to Council for Pavilions & Halls	(776,676)	(1,050,516)	(799,731)	(916,510)
Net (Cost) Revenue to Council for Leisure Projects	(334,649)	(747,406)	(738,992)	(652,316)
Net (Cost) Revenue to Council for Playgrounds	(416,032)	(441,041)	(363,066)	(214,483)
Net (Cost) Revenue to Council for Youth Centres	(3,640)	208,360	(3,030)	(2,568)
Net (Cost) Revenue to Council for Medical Services	30,424	59,017	60,262	32,053
Net (Cost) Revenue to Council for Other Buildings	(297,195)	(202,979)	(169,347)	(180,201)
Net (Cost) Revenue to Council for The Youth Shed	(888,227)	(934,196)	(850,716)	(837,885)
Net (Cost) Revenue to Council for Karratha Leisureplex	(2,205,104)	(2,310,894)	(3,543,192)	(582,563)
Net (Cost) Revenue to Council for Pam Buchanan Family Centre	(102,851)	(204,235)	(190,685)	(193,432)
Net (Cost) Revenue to Council for Events & Festivals	(903,867)	(487,910)	(154,051)	(31,435)
Net (Cost) Revenue to Council for Aged Persons Housing	0	(949)	(949)	(1,210)
Net (Cost) Revenue to Council for Other Buildings (Leisure)	0	50,809	50,809	50,856
Net (Cost) Revenue to Council for Wickham Recreation Precinct	(5,681)	255,859	460,741	89,405
Net (Cost) Revenue to Council for Asbestos Remediation Project Roebou	0	0	0	(467)

<b>Shire Of Roebourne</b>				
<b>Notes To And Forming Part Of The Financial Statements</b>				
<b>by Divisions by Activities</b>				
<b>for the period ending 30 April 2014</b>				
	<b>2013/2014 Budget</b>	<b>2013/2014 Amended</b>	<b>2013/2014 Year To Date Budget</b>	<b>2013/2014 Actual To Date</b>
<b>DEVELOPMENT &amp; REGULATORY SERVICES</b>				
Net (Cost) Revenue to Council for Emergency Services	(551,983)	(206,726)	(667,658)	(228,240)
Net (Cost) Revenue to Council for Ranger Services	(949,820)	(854,904)	(570,468)	(584,592)
Net (Cost) Revenue to Council for Business Improvement Process	(169,284)	(24,523)	(20,962)	(23,726)
Net (Cost) Revenue to Council for Tourism/Visitors Centres	(479,159)	(610,833)	(610,833)	(538,115)
Net (Cost) Revenue to Council for Community Safety	(297,796)	25,651	(84,262)	200,863
Net (Cost) Revenue to Council for Economic Development	(248,588)	(282,342)	(217,647)	(181,144)
Net (Cost) Revenue to Council for Camping Grounds	47,220	44,820	23,481	34,677
Net (Cost) Revenue to Council for Building Control	89,058	33,916	32,970	(20,914)
Net (Cost) Revenue to Council for Health Services	(931,005)	(931,573)	(750,466)	(782,106)
Net (Cost) Revenue to Council for Town Planning	(1,229,783)	(1,390,954)	(1,100,337)	(998,894)
Net (Cost) Revenue to Council for Strategic Planning	(319,025)	(83,021)	(1,055,789)	(520,880)
Net (Cost) Revenue to Council for Development Services	(90,535)	(49,535)	(40,943)	(40,723)
<b>INFRASTRUCTURE SERVICES</b>				
Net (Cost) Revenue to Council for Depots	(503,630)	(426,488)	(364,832)	(395,863)
Net (Cost) Revenue to Council for Public Services Overheads	(133,374)	113,338	136,688	1,023,548
Net (Cost) Revenue to Council for Fleet & Plant	(1,650,959)	167,609	(283,543)	386,167
Net (Cost) Revenue to Council for Roads & Streets	(5,162,357)	(6,704,568)	(5,002,135)	(5,366,122)
Net (Cost) Revenue to Council for Parks & Gardens	(2,021,931)	(1,722,052)	(1,483,939)	(1,215,435)
Net (Cost) Revenue to Council for Drainage	(321,006)	(267,771)	(299,239)	(526,656)
Net (Cost) Revenue to Council for Footpaths & Bike Paths	(1,207,033)	(422,775)	(1,674,208)	(1,361,576)
Net (Cost) Revenue to Council for Effluent Re-Use Scheme	(1,218,721)	(694,577)	(530,050)	(482,102)
Net (Cost) Revenue to Council for Cemeteries	(85,741)	(35,748)	(28,978)	(13,483)
Net (Cost) Revenue to Council for Public Toilets	(476,180)	(498,467)	(389,790)	(287,540)
Net (Cost) Revenue to Council for Beaches, Boat Ramps, Jetties	(318,812)	(190,210)	(171,441)	(129,347)
Net (Cost) Revenue to Council for Town Beautification	(1,783,105)	(1,505,893)	(1,298,717)	(920,812)
Net (Cost) Revenue to Council for Bus Shelters	(100,000)	(359,459)	(188,219)	(17,302)
Net (Cost) Revenue to Council for Private Works & Reinstatements	0	40,767	40,767	13,036
Net (Cost) Revenue to Council for Works Overheads	93,506	(120,528)	(141,804)	1,077,613
Net (Cost) Revenue to Council for Parks & Gardens Overheads	184,001	154,195	126,528	937,743
Net (Cost) Revenue to Council for Tech Services	(1,138,399)	(447,776)	(537,267)	(3,839,866)
Net (Cost) Revenue to Council for Tech Services Overheads	0	0	0	(3,898)
Net (Cost) Revenue to Council for Vehicle Storage Temporary Contract	0	0	0	0
Net (Cost) Revenue to Council for Roebourne Enhancement Scheme	0	0	0	0
Net (Cost) Revenue to Council for SP & Infrastructure Services	0	(35,000)	(29,668)	(37,869)
<b>STRATEGIC BUSINESS PROJECTS</b>				
Net (Cost) Revenue to Council for Project Management	36,930	93,358	61,268	10,123
Net (Cost) Revenue to Council for Waste Collection	(3,745,908)	(4,358,680)	1,043,001	1,038,491
Net (Cost) Revenue to Council for Landfill Operations	2,686,739	3,704,303	344,491	1,601,659
Net (Cost) Revenue to Council for Waste Overheads	1,276,056	1,227,986	1,034,989	785,593
Net (Cost) Revenue to Council for Karratha Airport	6,574,665	2,289,706	5,227,431	6,916,199
Net (Cost) Revenue to Council for Tien Tsin Inne	59,591	(284,171)	(242,177)	150,882
Net (Cost) Revenue to Council for Other Airports	(6,546)	(6,710)	(6,710)	(1,724)

**9.2 LIST OF ACCOUNTS MAY 2014**

<b>File No:</b>	<b>FM.19</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Senior Creditors Officer</b>
<b>Date of Report:</b>	<b>28 May 2014</b>
<b>Applicant/Proponent:</b>	<b>Not Applicable</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

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**PURPOSE**

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

**BACKGROUND**

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

**LEVEL OF SIGNIFICANCE**

The level of significance for this matter is very high in ensuring trade creditors are compensated for services they provide to the Shire. These services enable the Shire to meet the needs and expectations of the community.

**COUNCILLOR/OFFICER CONSULTATION**

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

**COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

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

**POLICY IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

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

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	4.d.1.5	Ensure financial accountability
Our Services:	4.d.1.5.1 4.d.1.5.2	Assist compliance against purchasing delegations Ensuring timely recognition and collection of revenues and payment for goods and services

**RISK MANAGEMENT CONSIDERATIONS**

It is incumbent on the Shire to have good trade practices. As a leader in the community it is important that good governance structures and controls are established. Having poor terms of trade is likely to have increased risk of penalties, loss of quality services and contractors and increase in dissatisfaction amongst the community. The reverse is the case with good terms of trade.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

There are no relevant precedents related to this matter.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Sections 6.7 and 6.9 of the *Local Government Act 1995* RESOLVES to ACCEPT payments totalling \$7,438,210.40 submitted and checked with vouchers, being made up of:

1. Trust Vouchers 235 to 235 (Inclusive);
  2. EFT27811 to EFT28402 (Inclusive);
  3. Cheque Vouchers 76915 to 76995 (Inclusive)
  4. Cancelled cheques EFT27952, EFT28120, EFT28127, EFT28169, EFT28182, EFT28241, 76770, 76804, 76921, 76922, 76934
  5. Direct Debits DD20191.1 to DD2019.1; and
  6. Payroll Cheques \$1,493,439.09;
- with the EXCEPTION OF           (as listed)

**CONCLUSION**

It has been a customary practice that whilst being a leader in the community that we meet our terms of credit as established between suppliers and aspire to obtain discounts where practicable. Payments have been approved by authorised officers in accordance with agreed delegations and policy frameworks.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152862  
**MOVED** : Cr Smeathers  
**SECONDED** : Cr Vandenberg

That Council by **SIMPLE** Majority pursuant to Sections 6.7 and 6.9 of the *Local Government Act 1995* **RESOLVES** to **ACCEPT** payments totalling \$7,438,210.40 submitted and checked with vouchers, being made up of:

1. Trust Vouchers 235 to 235 (Inclusive);
2. EFT27811 to EFT28402 (Inclusive);
3. Cheque Vouchers 76915 to 76995 (Inclusive)
4. Cancelled cheques EFT27952, EFT28120, EFT28127, EFT28169, EFT28182, EFT28241, 76770, 76804, 76921, 76922, 76934;
5. Direct Debits DD20191.1 to DD2019.1; and
6. Payroll Cheques \$1,493,439.09

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil

Chq/EFT	Date	Name	Description	Amount
235	07.05.2014	Beauty In Vogue	Refund - Casual Hire Bond FBCC 07/04/2014	500.00
EFT27811	01.05.2014	Landmark Products Ltd	Footpaths - To Design Engineer And Supply In Kit Form 3 Standard K1105 Straight Murray Bridge.	282,663.70
EFT27812	02.05.2014	Building Commission (Building Services Levy)	BSL - March 2014 Building Permits	18,309.95
EFT27813	02.05.2014	Downer Edi Works Pty Ltd	Bettong Bend - Install Footpath	103,466.00
EFT27814	05.05.2014	Pilbara Real Estate	14D Kallama - Rent Paid To 30/5/14	1,041.07
EFT27815	07.05.2014	Dampier Community Association	Acads 11/12 Lions Park Fencing Hampton Playground Logo And Rebranding Windy Ridge Palyground And Hardey Reserve, Exgratia Funding - Events	67,855.24
EFT27816	07.05.2014	Downer Edi Works Pty Ltd	Repair Of Concrete Footpath And Kerb In Front Of The Shire Admin Building	44,645.70
EFT27817	07.05.2014	Lunar Circus	Family Event- Lunar Circus School Workshops	60,500.00
EFT27818	07.05.2014	Bear Valley Pty Ltd t/as Pondplan Excavating	7 Mile Waste / Wickham Tfr Stn - Shredding Of Green Waste (Cyclone Christine Cleanup) Progress Payment #2	58,300.00
EFT27819	07.05.2014	Roebourne Visitor Centre	Q4 SoR Funding - For Provision Of Visitor Information Services (as Per Council Resolution 152620)	79,990.00
EFT27820	07.05.2014	Staples Australia (formerly Corporate Express)	Phone Headset for Rangers (Admin), Stationery, Batteries, USB	1,265.42
EFT27821	07.05.2014	Chandler Macleod	7 Mile Waste - Labour Hire Litter Picker Crew	13,782.01
EFT27822	07.05.2014	Signature Music Pty Ltd	Hire Of Equipment And Installation For Anzac Day Ceremony 2014	1,240.80
EFT27823	07.05.2014	C Davey	Reimbursement For Staff Farewell	246.82
EFT27824	07.05.2014	Karratha Florist	1 X Medium Wreath - Karratha Anzac Day Ceremony	260.00
EFT27825	07.05.2014	ABnote Australasia (Formerly Leigh Mardon)	Plastic Library Cards For Karratha Library	913.00
EFT27826	07.05.2014	Lil's Retravision Karratha	Rangers - Iphone Lifeproof Covers	319.80
EFT27827	07.05.2014	Caltex Energy WA (Link Energy Pty Ltd)	Fuel	24,344.38
EFT27828	07.05.2014	Midalia Steel	KLP - Large Mesh For Loudspeaker Cages	922.28
EFT27829	07.05.2014	WALGA (Marketforce)	Advertising - Tenders, Vacancies, Events	12,349.11
EFT27830	07.05.2014	Poolmart Karratha	15 Teesdale PI - Pool Maintenance Materials	99.00
EFT27831	07.05.2014	Phonographic Performance Company	Film Tariff For Moonrise Cinema	364.87
EFT27832	07.05.2014	Water2Water	KLP - Monthly Rental of Aquanet Bottle Cooler	66.00
EFT27833	07.05.2014	Perth Cadcentre	IT - AutoCAD Subscription Renewal	4,873.00
EFT27834	07.05.2014	Pilbara Iron Company (Services) Pty Ltd (Rio Tinto)	Wickham Library, Lions Park, Wickham Clinic - Electricity Charges	2,241.79
EFT27835	07.05.2014	Parry's Merchants	TTI - Kiosk Stock	6,770.90
EFT27836	07.05.2014	Pilbara Holiday Park	Arts and Culture Event - Accommodation For Circus	10,080.00

Chq/EFT	Date	Name	Description	Amount
EFT27837	07.05.2014	TNT Express	Freight	721.18
EFT27838	07.05.2014	Truck Centre (WA) Pty Ltd	Stock - Air Filters	776.82
EFT27839	07.05.2014	The Retic Shop	Stock - Bermad Solenoid	259.84
EFT27840	07.05.2014	Blackwoods (Atkins Carlyle Ltd)	Stock - Gloves-Nitrile Disposable, Mortein Fly Spray	629.86
EFT27841	07.05.2014	A Noble & Son Ltd - WA Division	8mm Single Leg Chain Sling, 2 X 2 Tonne X 4 Mtr Round Sling	363.72
EFT27842	07.05.2014	Auslec	KLP - Bulbs	44.00
EFT27843	07.05.2014	Computelec Pty Ltd	IT - Symantec Backup Exec 2012 Applications & Database	785.40
EFT27844	07.05.2014	Protector Alsafe	Stock - Cheetah Gloves And Rigging Gloves	693.22
EFT27845	07.05.2014	Abco Products	KTA Library - Henry Dry Vacuum	926.97
EFT27846	07.05.2014	West End Arts Australia Pty Ltd T/a Archipelago Arts	Cossack Art Award - 25% Payment	5,225.00
EFT27847	07.05.2014	Ampac Debt Recovery	Rates - Debt Recovery For April 2014	7,086.59
EFT27848	07.05.2014	Aerometrex Pty Ltd	Aero3DPro Modelling for Point Samson - 50% Completion	9,909.90
EFT27849	07.05.2014	BOC Limited	Stock - Replacement Tools	528.57
EFT27850	07.05.2014	Bunzl Ltd	Stock - Interleaved Hand Towels	549.15
EFT27851	07.05.2014	Beaurepaires	Supply And Fit New Tyres	3,934.73
EFT27852	07.05.2014	BC Lock & Key	Bulgarra Oval Storage - Replace Locks On Shed Doors Due To Vandalism	1,075.02
EFT27853	07.05.2014	BT Equipment Pty Ltd T/a Tutt Bryant Equipment	Stock - Element Hydraulic Filter Return	156.31
EFT27854	07.05.2014	Bilby Publishing & Consulting	Karratha Library - Repair Of Replicator 2 Hot End Assembly With Bar Filament Fan Nozzle	256.75
EFT27855	07.05.2014	Morgan Bain	Arts and Culture Event - Melbourne Comedy Festival - Reimbursement for Flights	1,499.50
EFT27856	07.05.2014	BRL Building Company	7 Windgrass Way - Remove Gravel & Replace With Concrete Incorporating Drainage	12,760.00
EFT27857	07.05.2014	S Boyle	Reimbursement - Meal Allowance Perth Meetings	163.10
EFT27858	07.05.2014	BP Australia Pty Ltd	Fuel	19,975.87
EFT27859	07.05.2014	BMM	Youth Shed - Room For Reason Performance Fee - National Youth Week	990.00
EFT27860	07.05.2014	Centurion Transport Co Pty Ltd	Freight	2,136.54
EFT27861	07.05.2014	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Stock - Cable Ties, Halogen Globes	888.09
EFT27862	07.05.2014	Chadson Engineering Pty Ltd	Stock - Palintest Chlorine Free Photograde Alkaphot Water Test Tablets	133.65
EFT27863	07.05.2014	Chemform	Stock- Envirogreen Detergent	1,931.09
EFT27864	07.05.2014	P Conrau	Reimbursement - AOMEI Partition Manager Server (IT)	208.64
EFT27865	07.05.2014	Command IT Services	KTA Airport - Collect Mount And Install Dedicated Security Enclosure For Schneider ACX Controller	1,476.20
EFT27866	07.05.2014	Comine Safety & Training Pty Ltd	Depot - Maintenance Service Tag Punch	146.30
EFT27867	07.05.2014	Richard Chamberlain	Design Of Grass Greens At Karratha Country Club Golf Course - Site Visit	9,900.00
EFT27868	07.05.2014	Castledex	KTA Library - 7 Bay Handglide Mobile Shelving Unit	4,891.70
EFT27869	07.05.2014	Design Co-Operative Ltd	Wickham Wonder Chef Press Ad - Design And Layout Press Ad And Supply As Artwork Pdf	1,320.00
EFT27870	07.05.2014	J Draper	Reimbursement For Anzac Day Dawn Service 2014	124.88
EFT27871	07.05.2014	Scottish Pacific Business Finance P/I ( Eyres Safety Optics)	Stock - Safety Glasses	296.34
EFT27872	07.05.2014	Elan Media Partners	KTA Library - Purchase Of New Resources	270.55
EFT27873	07.05.2014	M Emery	Reimbursement	2,208.49
EFT27874	07.05.2014	Farinosi & Sons Pty Ltd	Stock - Concrete Pack, Galvanised Chain	82.44
EFT27875	07.05.2014	Firey Productions	KLP - TV Advertising	4,702.50

Chq/EFT	Date	Name	Description	Amount
EFT27876	07.05.2014	Feel Creative Pty Ltd	Cossack Art Awards Website & Online Entry Form Development, BPay Integration	3,322.00
EFT27877	07.05.2014	Globe Australia Pty Ltd	Stock - Maxforce Quantum Liquid	129.80
EFT27878	07.05.2014	GE Surveys	Surveys For The KTA Airport Terminal Redevelopment Project	7,507.50
EFT27879	07.05.2014	GES Consulting	7 Mile Tfr Station - G Shoemark Consulting	6,600.00
EFT27880	07.05.2014	Gurrigra Pty Ltd	Delivery Of Cultural Awareness Training	2,326.50
EFT27881	07.05.2014	Global Security Management (WA)	PBFC - Alarm Response	320.10
EFT27882	07.05.2014	R Gill	Community - Organic & Raw Workshop Supplies	346.16
EFT27883	07.05.2014	Prime Media Group (GWN7)	KLP - TV Advertising	1,222.10
EFT27884	07.05.2014	Good Reading Magazine Pty Ltd	KTA Library - 12 Month Subscription For Good Reading Magazine Australia	99.50
EFT27885	07.05.2014	Alexander Bossinga	April School Holiday Program Bus Driver	1,010.82
EFT27886	07.05.2014	Karl Payne	Refund - Verge Bond 114b Bajamalu Drive Baynton	3,000.00
EFT27887	07.05.2014	West-Sure Group	KTA Airport - Cash Collection Transit Services April 2014	58,177.21
EFT27888	07.05.2014	Home Hardware Karratha	KTA Airport - Hardware & Masonary Drill Bits	311.02
EFT27889	07.05.2014	Hitachi Construction Machinery	Plant - V Belt	183.06
EFT27890	07.05.2014	Handy Hands Pty Ltd	KLP - Grosorb	10,692.00
EFT27891	07.05.2014	Studiocanal Pty Ltd (previously Hoyts Distribution)	Moonrise Cinema - Screening Of Vampire Academy: Blood Sisters	406.85
EFT27892	07.05.2014	Karla Hart	Dampier Comedy Festival - NAIDOC Week – 1 <sup>st</sup> Instalment 50%	1,250.00
EFT27893	07.05.2014	Amy Harris	Refund - Lost Ticket Fee	128.00
EFT27894	07.05.2014	Iron Mountain Australia Pty Ltd	Record Mgt - Storage Corporate Compliance Archives April 2014	245.09
EFT27895	07.05.2014	Ibis Styles Karratha	Accommodation for A Williams	349.00
EFT27896	07.05.2014	Isubscribe Pty Ltd	KTA Library - Magazine Subscriptions	302.90
EFT27897	07.05.2014	Jason Signmakers	2000 X 1200 Blk On Yel Open/closed Signs	6,059.68
EFT27898	07.05.2014	James Bennett Pty Limited	KTA Library - New Purchases	1,505.17
EFT27899	07.05.2014	Karratha Smash Repairs	Insurance Repairs	3,141.42
EFT27900	07.05.2014	Karratha Auto Electrics	Investigate And Repair Airconditioning System	1,996.50
EFT27901	07.05.2014	Karratha Contracting Pty Ltd	PMFC - Minor Patching & Prep Works For Painting On Gyprock, Plumbing Work, Supply & Install Air-con Units, Repair Navigation Light At Boat Ramp, Replace High Bay Lights And Repair Reticulation At KTA Airport	28,466.13
EFT27902	07.05.2014	Kott Gunning	KTA Airport - Legal Advice	10,824.26
EFT27903	07.05.2014	Komatsu Australia Pty Ltd	Stock -Air Filters	459.53
EFT27904	07.05.2014	Sonic HealthPlus (Previously Kinetic Health Group Pty Ltd )	As Per MSES Agreement - Annual Travel Allowance For Participating Doctor Valdez	9,060.70
EFT27905	07.05.2014	Karratha Newsagency - TTI Account	TTI - Newspapers And Magazines	981.26
EFT27906	07.05.2014	Keen Bros Regional Pty Ltd	MC Truck Driver Assessment	3,180.00
EFT27907	07.05.2014	Rikker Holdings Pty Ltd T/A Karratha Tilt Tray And Towing	Removal/Disposal - Red Nissan Pulsar Rosemary Road	178.20
EFT27908	07.05.2014	Wesfarmers Kleenheat Gas Pty Ltd	KLP - LPG Bulk	1,012.15
EFT27909	07.05.2014	Murcolbar Holdings Pty Ltd t/as MJ & CM West Transport Services	40 Mile -Transport Excavator From Balla-Balla Rd To Depot	1,524.60
EFT27910	07.05.2014	Landgate	Valuation Expenses - Mining Tenements	177.50
EFT27911	07.05.2014	Links Modular Solutions	IT - Hand Held Barcode Scanner	281.95
EFT27912	07.05.2014	Liquor Traders Australia Pty Ltd	TTI - Stock	4,717.05
EFT27913	07.05.2014	Liliana's Kitchen	Youth Services - Children Mothers' Day Cooking Workshop	500.00

Chq/EFT	Date	Name	Description	Amount
EFT27914	07.05.2014	Leethall Constructions Pty Ltd	KLP - Modification To Sports Hall Door Handles	4,521.00
EFT27915	07.05.2014	Macdonald Johnston Engineering	Stock - Sensor Ultra Sonic-Analog 2M Range	563.40
EFT27916	07.05.2014	Modern Teaching Aids Pty Ltd	KTA Library - Supplies	46.09
EFT27917	07.05.2014	RAW Hire	Bus Hire - Jan School Holiday Programs	143.00
EFT27918	07.05.2014	MAK Industrial Water Solutions Pty Ltd	KTA Airport WWTP - Maintenance and Servicing March 2014	20,773.18
EFT27919	07.05.2014	Moore Carmen T/As Wickham Junior Tennis	Grant Funding - Accommodation In Geraldton, Tournament Entry Fees For Four Young Tennis Players From Wickham Junior Tennis	660.00
EFT27920	07.05.2014	MC Antics	Comedy Performance Dampier	2,000.00
EFT27921	07.05.2014	L Marshall	Reimbursement - Goods For Easter Display At KTA Library	16.99
EFT27922	07.05.2014	NW Communications & IT Specialists	KTA Airport - Memory Card, UHF Radio Handset, Installation Of Uniden Igo Cam	5,054.90
EFT27923	07.05.2014	North West Tree Services	Balmoral Road Karratha- Cyclone Christine Clean Up	4,905.00
EFT27924	07.05.2014	Neverfail Springwater Pty Ltd - 7 Mile Waste Account	7 Mile Waste - Spring Water	554.75
EFT27925	07.05.2014	Neverfail Springwater Pty Ltd - Wickham Transfer Station	Wickham Tfr Stn - Spring Water	46.00
EFT27926	07.05.2014	North West Occupational Hygiene	Provide Assessment Of The Asbestos Register And Asbestos Management Plan For The Site	1,782.00
EFT27927	07.05.2014	Orica Australia Pty Ltd	66 Days Service Fee On Chlorine Cylinders	995.68
EFT27928	07.05.2014	Osnat Burger t/as Osi's Creations	Youth Shed - School Holiday Program: Facilitator For Events	1,031.18
EFT27929	07.05.2014	Pilbara Glass	KLP - Sliding Display Cabinet Doors	2,257.20
EFT27930	07.05.2014	Pilbara Distributors	Stock - Water	280.00
EFT27931	07.05.2014	Pilbara Motor Group	Plant - Recoding Of Radio In Toyota Hilux	88.00
EFT27932	07.05.2014	Pitney Bowmen Software Pty Ltd	IT - Maintenance & Tech Support For Mapinfo Pro	851.40
EFT27933	07.05.2014	Poolwerx Karratha	38 Lewis Drive - Swimming Pool Service	120.00
EFT27934	07.05.2014	Paramount Pictures Australia	Moonrise Cinema - Screening Of Tracks	311.20
EFT27935	07.05.2014	Print Sync Norwest Business Solutions	Youth Shed - Photocopier Costs	236.95
EFT27936	07.05.2014	Poolegrave Signs And Engraving	KLP - Inserts And Insert Holder For Signage	236.50
EFT27937	07.05.2014	Point Parking Pty Ltd	KTA Airport - Carpark Management And Monitoring Fee April	4,015.00
EFT27938	07.05.2014	Repco Auto Parts	Depot - Battery And Parts	407.00
EFT27939	07.05.2014	RPS Australia East Pty Ltd	Detailed Design For Bulgarra Public Open Space - Complete Stage 1	5,329.50
EFT27940	07.05.2014	Roebourne General Food Store (Cafe)	Catering For Whim Creek Memorial Service 2014	190.00
EFT27941	07.05.2014	Amcap (Formerly Skipper Truck Parts)	Stock - Air Filter	416.00
EFT27942	07.05.2014	Statewide Bearings	Kit Catc	281.25
EFT27943	07.05.2014	Kmart Karratha	KLP - Frames For Fitness Staff Profiles	105.00
EFT27944	07.05.2014	Slater-Gartrell Sports	KLP - Rubber Cricket Pitch Covers For KLP Cricket Pitch	8,080.38
EFT27945	07.05.2014	Sunny Sign Company Pty Ltd	Stock - Hand Rails White c/w Red Reflective Tape	108.02
EFT27946	07.05.2014	G Shoemark	Reimbursement	932.25
EFT27947	07.05.2014	Seatadvisor Pty Ltd	April 2014 Ticket Sales	1,423.40
EFT27948	07.05.2014	Smokemart	TTI - Stock	5,249.55
EFT27949	07.05.2014	Soundgear Australia	KLP - Group Fitness Microphone Equipment	1,066.15
EFT27950	07.05.2014	Scope Business Imaging	KTA Airport - Toners For Printer At Screening Point	664.00
EFT27951	07.05.2014	Southern Scene Pty Ltd	KTA Library - Large Print And Audio Books	92.52
EFT27952	07.05.2014	Soundpack Solutions	Cancelled Cheque	0.00
EFT27953	07.05.2014	Sidameneo (456)pty Ltd T/a Karratha Medical	Annual Travel Allowance For Participating Doctor Van Der Nest	4,400.00

Chq/EFT	Date	Name	Description	Amount
EFT27954	07.05.2014	Onesteel Distribution	Depot - Med Gal Pipe	3,424.08
EFT27955	07.05.2014	State Library of WA (Office of Shared Services)	Dampier Library - Lost And Damaged State Library Resources	42.90
EFT27956	07.05.2014	Trasan Contracting	Cyclone Clean Up - Repair Gates	3,135.00
EFT27957	07.05.2014	20th Century Fox Film Distributors Pty Ltd	Moonrise Cinema - Screening of Mr Peabody and Sherman	1,318.90
EFT27958	07.05.2014	UDLA	Layouts And Concepts Of Eastern Corridor Community Hub For Community Consultation	1,210.00
EFT27959	07.05.2014	Uniqco (WA) Pty Ltd	Plant and Vehicle Bureau Service	3,144.17
EFT27960	07.05.2014	Karratha Timber & Building Supplies (formerly Versatile)	KLP - General Hardware Supplies For The Month Of April	989.71
EFT27961	07.05.2014	Village Roadshow Pty Ltd	Moonrise Cinema - Screening Of The Lego Movie	2,264.00
EFT27962	07.05.2014	Westrac Equipment Pty Ltd	Stock - Tooth Hardfaced - Auger	153.07
EFT27963	07.05.2014	Woolworths (WA) Ltd	TTI - Stock, Youth Shed - Stock And Holiday Programs, Catering For Events	3,027.27
EFT27964	07.05.2014	Wormald Australia Pty Ltd	Airport, KLP, Admin Building, Youth Shed, PBFC, FBC	4,113.24
EFT27965	07.05.2014	Wren Oil	7 Mile Waste - Collection & Recycling Of Used Oil For March 2014	165.00
EFT27966	07.05.2014	Wurth Australia Pty Ltd	Stock - Brake Clean / Co Contact	421.98
EFT27967	07.05.2014	WA Solar Supplies	Stock - Green Lense Cover	978.29
EFT27968	07.05.2014	Wrapped Creations	Submission Of Draft Project Plan For Coming Year	9,000.00
EFT27969	07.05.2014	The ABD Travel Trust T/a Whitmore Security Consultants	KTA Airport - Audit Of Current Checked Baggage And Passenger Screening Procedures Plus ASIC And VIC Issuing Compliance	11,561.00
EFT27970	07.05.2014	Lee Willoughby t/as Willoughby Carpentry	7 Mile Waste - Prepare And Pour New Concrete Ramp And Match Into Existing Harstand Area	18,639.50
EFT27971	07.05.2014	Worldwide Online Printing Solutions Kogarah	Banner Artwork For Replacement Banners For Wickham Damaged in Cyclone	180.00
EFT27972	07.05.2014	Yakka Pty Ltd	Uniforms	1,461.59
EFT27973	07.05.2014	Yoga Energy	Seniors Yoga	400.00
EFT27974	08.05.2014	K Christensen	Home Ownership Allowance	572.00
EFT27975	08.05.2014	T Swetman	Home Ownership Allowance	555.00
EFT27976	08.05.2014	L Gan	Home Ownership Allowance	1,427.64
EFT27977	08.05.2014	MAXXIA Pty Ltd	Payroll deductions	7,614.03
EFT27978	14.05.2014	Australian Taxation Office	Payroll deductions	282,497.73
EFT27979	14.05.2014	Child Support Agency	Payroll deductions	1,160.44
EFT27980	13.05.2014	Westpac Corporate Credit Cards	Corporate Credit Cards	68,390.35
EFT27981	13.05.2014	North West Realty	11 Baynton Way Wickham - Housing Bond & Pet Bond	5,917.12
EFT27982	14.05.2014	Atom Supply	Stock - Water Containers With Side Tap - HI VIS	233.15
EFT27983	14.05.2014	Blackwoods (Atkins Carlyle Ltd)	KTA Airport - Blue Polypropylene	197.11
EFT27984	14.05.2014	Australian Institute Of Management	Emerging Leaders Courses For R VanDerWal	9,703.76
EFT27985	14.05.2014	Protector Alsafe	Stock - Cheetah Gloves Hi Vis Size Large	233.64
EFT27986	14.05.2014	West End Arts Australia Pty Ltd T/a Archipelago Arts	KTA Airport - Submission of Artwork Brief Terminal Redevelopment Project	6,600.00
EFT27987	14.05.2014	Art Almanac Division of Nextmedia	Advertising For Cossack Art Award 2014.	231.00
EFT27988	14.05.2014	Abundance Health Australia Pty Ltd	2 x Lectures and Workshops - Raw and Organic Cooking	1,650.00
EFT27989	14.05.2014	BC Lock & Key	8 Knight Place - Profile Key Cut For Property	48.35
EFT27990	14.05.2014	L McGlenchy	Caretaker - Reimbursements	734.05
EFT27991	14.05.2014	Black Swan State Theatre Company	Arts and Culture Program - Midsummer Performance Fee	2,200.00
EFT27992	14.05.2014	Beacon Equipment	Depot - 4000psi Turbo	385.00

Chq/EFT	Date	Name	Description	Amount
EFT27993	14.05.2014	BRL Building Company	The Youth Shed - Cyclone Repairs to Building, Cyclone Repairs To Properties and Repair Leak At Admin Annex	3,083.84
EFT27994	14.05.2014	BCE Surveying Pty Ltd	7 Mile Waste - Volume Survey Of Tyres	1,276.00
EFT27995	14.05.2014	CJD Equipment	Stock - Water Seperator Filter	93.41
EFT27996	14.05.2014	Centurion Transport Co Pty Ltd	Freight	568.62
EFT27997	14.05.2014	Coca-Cola Amatil (Holdings) Ltd	RAC - Stock	699.44
EFT27998	14.05.2014	L Cover	Reimbursement	420.34
EFT27999	14.05.2014	M Cameron	Reimbursement	416.49
EFT28000	14.05.2014	C Chandler	Reimbursement - Meal Allowance IT Vision Training	56.00
EFT28001	14.05.2014	David Gray And Company Pty Limited	Stock - 20 LTR Roundup - Ultramax	262.39
EFT28002	14.05.2014	T Day	38 Lewis Drive - Water Usage	54.57
EFT28003	14.05.2014	H Eaton	Reimbursement	1,386.13
EFT28004	14.05.2014	Essential Environmental	Consultancy Services For Karratha Revitalisation Plans - Project Management Milestone 3: Opportunities & Constraints Mapping	18,449.28
EFT28005	14.05.2014	Ezi-Hose Pty Ltd	Repair Grease Pump Oil Leak @ Whim Creek	3,200.01
EFT28006	14.05.2014	Exceed Consulting (wa) Pty Ltd	Delivery Of Playground Audit Report And Playground Management Plan	3,190.00
EFT28007	14.05.2014	Elan Media Partners	KTA Library -New Resources	22.30
EFT28008	14.05.2014	East Journey Aboriginal Corporation	NAIDOC Performance Wickham	11,000.00
EFT28009	14.05.2014	FOXTEL For Business	KLP - Foxtel Subscription	296.94
EFT28010	14.05.2014	Globe Australia Pty Ltd	Stock - Rodent Baiting Station Pat 15 Protecta LP	679.66
EFT28011	14.05.2014	Hydramet	Gap Ridge WWP - 6 Monthly Service	11,960.27
EFT28012	14.05.2014	Handy Hands Pty Ltd	Cleanup - Cyclone Christine, Spray Typha In Nickol And Baynton Drains, Weed Control	80,447.35
EFT28013	14.05.2014	Ibis Styles Karratha	SoR - Small Business Breakfast Briefing 20/03/2013	3,105.00
EFT28014	14.05.2014	Jacksons Drawing Supplies Pty Ltd	Community Activities - Paint Acrylic Permaplastik	142.53
EFT28015	14.05.2014	J G Johnson Painting & Decorating Pty Ltd	2 Cook Close - Full External Paint	4,683.00
EFT28016	14.05.2014	Jake And The Cowboys	Performance Fee NAIDOC 2014	800.00
EFT28017	14.05.2014	Karratha Contracting Pty Ltd	Quarterly / Biannual Testing & Tagging, Repair Irrigation Damage At Roebourne Oval, Repair Broken Mainline At Millars Well, Repair Fault At Pegs Creek Tank, Repair MSB At Nickol Skate Park	32,903.27
EFT28018	14.05.2014	Kott Gunning	Legal Advice	353.98
EFT28019	14.05.2014	Karratha Self Storage	KSS - Monthly Storage Unit	450.00
EFT28020	14.05.2014	Sonic HealthPlus (Previously Kinetic Health Group Pty Ltd )	Follow Up Hepatitis A & B Injections For J Napier	452.10
EFT28021	14.05.2014	Karratha Newsagency - TTI Account	TTI - Newspaper and Magazines	566.06
EFT28022	14.05.2014	Karratha Newsagency - KLP Account	KLP - Magazines for Fitness Centre	58.80
EFT28023	14.05.2014	Karratha Newsagency - Admin Office Account	Admin Office - Newspapers and Magazine	103.40
EFT28024	14.05.2014	P Long	Travel Expenses	680.34
EFT28025	14.05.2014	Liquor Traders Australia Pty Ltd	TTI - Stock	3,253.57
EFT28026	14.05.2014	RAW Hire	School Holiday Programs Bus Hire	214.50
EFT28027	14.05.2014	MAK Industrial Water Solutions Pty Ltd	Spare UF Membrane for the WWTP	24,903.71
EFT28028	14.05.2014	Redwave Media Ltd	Advertising - Karratha City Centre Infrastructure Works Road Closures	8,910.00
EFT28029	14.05.2014	North West Tree Services	Repair Snapped Trees And Remove Stumpgrinds At Roe Street Roebourne	2,418.20
EFT28030	14.05.2014	NS Projects	Karratha Cultural Precinct - Dec 13 to Feb 14	6,267.00

Chq/EFT	Date	Name	Description	Amount
EFT28031	14.05.2014	Neils Reticulation And Landscaping	KTA Airport - Remove And Dispose Of Poly Pipe	1,661.00
EFT28032	14.05.2014	Hanson Construction Materials Pty Ltd	Town Street Maintenance - Concrete For Balmoral Rd Foot Bridge Works	2,887.57
EFT28033	14.05.2014	Pilbara Institute	Safety Rep Training For Staff	7,346.60
EFT28034	14.05.2014	Perth Safety Products	Traffic/Street Signs - Decals	541.20
EFT28035	14.05.2014	Print Sync Norwest Business Solutions	KLP Reception - Photocopier Charges	1,009.59
EFT28036	14.05.2014	Holcim (Australia) Pty Ltd	Town Street Maintenance - 20 x tonne of Washed 10 mm Agg	2,355.68
EFT28037	14.05.2014	Roebourne District State Emergency Service	SES - PO Box Fee Wickham 2014/15	184.75
EFT28038	14.05.2014	Rowan'z Mowin & Handyman Service	38 Lewis Drive - Garden Maintenance April 2014	1,595.00
EFT28039	14.05.2014	Reface Industries Pty Ltd	KTA Library - Service Disc Cleaner	152.13
EFT28040	14.05.2014	Speedo Australia Pty Ltd	Speedo Merchandise for KLP Pro Shop	585.20
EFT28041	14.05.2014	Seton Australia Pty Ltd	PBFC - Unvented Hard Hats - Yellow & Green	68.20
EFT28042	14.05.2014	Saving Animals From Euthanasia	Dog Contribution, SAFE Cat MOU Payment	10,000.00
EFT28043	14.05.2014	Shelf Cleaning Services Pty Ltd	52 Desert Pea Blvd - Carpet Clean	204.00
EFT28044	14.05.2014	Site Pics	Provision Of Graphics Library - For Use In Promotional And Planning Documents	7,150.00
EFT28045	14.05.2014	Slimline Warehouse Display Shop	KLP - Table Throws Printed On Sides Stretch Fabric And Black 3 Sided Plus Freight	1,132.59
EFT28046	14.05.2014	Scope Business Imaging	Photocopier Charges For Development Services, Building Services, Dampier Library, Wickham Library, KTA Library, Roebourne Library, Depot Maintenance Building, HR	3,508.69
EFT28047	14.05.2014	Skilled Group Limited	Labour Hire for T Burrows	7,588.95
EFT28048	14.05.2014	Telford Industries	Stock - Chem-Chlor	884.40
EFT28049	14.05.2014	State Library of WA (Office of Shared Services)	Roebourne Library - Lost And Damaged State Library Resources	97.90
EFT28050	14.05.2014	Karratha Timber & Building Supplies (formerly Versatile)	KLP - Hardware Supplies	226.54
EFT28051	14.05.2014	Woolworths (WA) Ltd	The Youth Shed Cafe Stock	498.56
EFT28052	14.05.2014	Wrapped Creations	NAIDOC 2014 - Flights Jake and The Cowboys	9,123.24
EFT28053	14.05.2014	Water Infrastructure Science and Engineering P/L	Youth Shed - October School Holiday Program	200.00
EFT28054	14.05.2014	Alpha First Aid Supplies Pty Ltd	Stock - Resupply Of First Aid Kits	1,424.96
EFT28055	14.05.2014	Chemsearch Australia	Stock - Yield Aerosol Penetrating Agent Aerosol	461.18
EFT28056	14.05.2014	Staples Australia (formerly Corporate Express)	Stationery	656.10
EFT28057	14.05.2014	Cardno Bsd Pty Ltd	Point Samson District Structure Plan - For March 2014	36,746.20
EFT28058	14.05.2014	Chandler Macleod	HR - OSH Officer - C De Bono	1,468.37
EFT28059	14.05.2014	Duxton Hotel Perth	Duxton - Accommodation And Meals For Cr White-Hartig	276.00
EFT28060	14.05.2014	Hart Sport	KLP - Program And Gym Equipment	3,476.70
EFT28061	14.05.2014	Hathaway's Lubricants	Stock - Coolants, Engine Oils	5,541.20
EFT28062	14.05.2014	Karratha Earthmoving & Sand Supplies	Installation Of Large Boulders At Tafe & KLP	3,190.00
EFT28063	14.05.2014	Les Mills Aerobics Australia	Contract Fee Bodypump - May 2014	1,348.92
EFT28064	14.05.2014	Lajanta Pty Ltd T/As Jamaica Blue-Karratha	Karratha Revitalisation Project - Catering For Control Group Meetings	314.20
EFT28065	14.05.2014	Caltex Energy WA (Link Energy Pty Ltd)	Fuel	24,616.82
EFT28066	14.05.2014	Midalia Steel	Depot - Duragalplus Phs Yellow End	255.75
EFT28067	14.05.2014	WALGA (Marketforce)	Advertisement - Pilbara News - Draft LPP DP 10 And DP 20	500.88
EFT28068	14.05.2014	Soundpack Solutions	KTA Library - DVD Cases	463.10

Chq/EFT	Date	Name	Description	Amount
EFT28069	14.05.2014	Tambrey Tavern & Function Centre	Stock	4,059.00
EFT28070	14.05.2014	Pilbara Real Estate	13 Wagari Dr - Water Usage	187.82
EFT28071	14.05.2014	Parry's Merchants	TTI - Stock	7,327.85
EFT28072	14.05.2014	Poinciana Nursery	Stock - Chook Food	96.00
EFT28073	14.05.2014	St John Ambulance-Karratha	KLP - CPR Refresher	569.12
EFT28074	14.05.2014	Reliance Petroleum	Fuel	2,060.78
EFT28075	14.05.2014	Royal Life Saving Society WA Inc	RAC - Certificate Duck 2	88.00
EFT28076	14.05.2014	The Retic Shop	Stock - Bermad Diaphragm D150/200	634.04
EFT28077	14.05.2014	Wridgways	16 Garland Place Millars Well - Delivery Of Furniture From Storage	1,702.80
EFT28078	14.05.2014	Thinc Projects Australia Pty Ltd	KEC Demolition - Variation 1 Additional Project Management Fees	7,018.00
EFT28079	15.05.2014	Deborah Friedmann & Sivan Kandiah	Rates Refund For Assessment	54,810.97
EFT28080	16.05.2014	Karratha First National Real Estate	Properties - Leases	26,894.72
EFT28081	16.05.2014	North West Realty	Properties - Leases	21,508.92
EFT28082	16.05.2014	Pilbara Real Estate	Properties - Leases	22,811.36
EFT28083	16.05.2014	Ray White Real Estate	Properties - Leases	11,507.17
EFT28084	16.05.2014	Prefab Building Systems Australia Pty Ltd	SES Building Wickham - The Design And Construction Of Rft 08-13/14 Progress Claim #5	139,277.22
EFT28085	16.05.2014	JR Electrical Contracting	Baynton West Sports Lighting - Final Retention Claim	9,650.22
EFT28086	16.05.2014	Trasan Contracting	7 Mile Facility - Shed Fabrication And Erection - Progress Claim 1	55,981.86
EFT28087	20.05.2014	Australian Taxation Office	2013/14 FBT Payment	48,058.55
EFT28088	21.05.2014	Glidepath Australia Pty Ltd	KTA Airport Terminal Expansion - Proof Of Drawing Design Work And Purchase Of Phase 1 Equipment - Rft 23 - 13/1	132,000.00
EFT28089	21.05.2014	Hyder Consulting Pty Ltd	KTA Effluent Reuse Scheme - Request For Tender 07-13/14 Concept Design Phase Progress Claim #2	50,716.60
EFT28090	21.05.2014	PML - Landmark Products Pty Ltd	Installation Of 3 x Standard K1105 Straight Murray Bridges	99,000.00
EFT28091	21.05.2014	APP Corporation Pty Ltd	Karratha Municipal Precinct - Concept Development & Business Plan	52,273.10
EFT28092	21.05.2014	Hames Sharley (WA) Pty Ltd	Consultancy Services To Develop Searipple Land Precinct Masterplan - March/April 2014	46,981.00
EFT28093	21.05.2014	Karratha Contracting Pty Ltd	Tambrey Toilet Upgrade - First Progress Claim, KLP - Repair Highbay Light Fittings And Swimming Pool Heat Pump, Cossack - Repair Water Supply, KTA Airport - Repair Fault At Lighting Tower, Install Meter At Bulgarra Tanks, Unblock Drop Offs At 7 Mile Affluent Ponds, Repair Air-con Units At Wickham Daycare	133,150.46
EFT28094	21.05.2014	Australia Post	Postage Charges - April 2014	1,883.76
EFT28095	21.05.2014	Alpha First Aid Supplies Pty Ltd	Stock - First Aid Supplies	74.66
EFT28096	21.05.2014	Karratha First National Real Estate	16 Padbury Way - Water Usage	81.48
EFT28097	21.05.2014	Chefmaster Australia	Stock - Garbage Bags	1,375.20
EFT28098	21.05.2014	Chemsearch Australia	Stock - Yield Aerosol Penetrating Agent Aerosol	505.18
EFT28099	21.05.2014	Staples Australia (formerly Corporate Express)	Stationery	1,227.36
EFT28100	21.05.2014	Transpacific Cleanaway	KTA Airport - Daily Skip Bin Service April 2014	2,927.62
EFT28101	21.05.2014	Chandler Macleod	7 Mile Waste Labour Hire - Litter Picker Crew	22,948.70
EFT28102	21.05.2014	Signature Music Pty Ltd	Moonrise Cinema - Technical Operating Fee April 2014	3,168.00
EFT28103	21.05.2014	GHD Pty Ltd	KTA - Back Beach Boat Ramp Study - Progress Claim 4	9,710.14
EFT28104	21.05.2014	G Harlen	Reimbursement - Catering for Cleansweep Meeting	25.01
EFT28105	21.05.2014	ITVision	Underground Power Training @ IT Vision Offices	3,817.00

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EFT28106	21.05.2014	Best Western Karratha Central Apartments	Accommodation For J Weeks & Consultants	2,865.80
EFT28107	21.05.2014	M Joyce Crane Hire	KTA Airport - Crane To Transport Donga And Cyclone Blocks From To SoR Depot	2,241.87
EFT28108	21.05.2014	Midalia Steel	KLP - Aluminium For Construction Of Sand Leveling Rakes On Golf Course	48.06
EFT28109	21.05.2014	Mantra On Murray	Accommodation And Meals - Councillors Returning From Pilbara Kimberly Forum	859.00
EFT28110	21.05.2014	Prompt Fencing Pty Ltd	Installed And Repair Fences At 7 Mile Redevelopment, Point Samson Beach Car Park, Installed Signages At 88 Sites	65,092.50
EFT28111	21.05.2014	North West Waste Alliance	Sweeping Of Roads, Pavements Pathways And Car Parks - April 2014	60,520.65
EFT28112	21.05.2014	North West Training & Inspection Services Pty Ltd T/As North West Oil	Stock - Filters	4,038.53
EFT28113	21.05.2014	North West Realty	Lot 354 (11) Samson Way - Water Usage	104.96
EFT28114	21.05.2014	Pilbara Real Estate	13 Wagari Dr - Water Usage	100.81
EFT28115	21.05.2014	Parry's Merchants	The Youth Shed - Stock	763.80
EFT28116	21.05.2014	Perth Irrigation Centre	P&G - Ball Locator, Air Release Valves For KTA Golf Course, Wire Rainbird Controller For Oval Maintenance	9,866.18
EFT28117	21.05.2014	St John Ambulance-Karratha	Training - Apply First Aid For J Gauci	597.00
EFT28118	21.05.2014	Signswest Stick With Us Sign Studio	KLP -Aluminium EmergencyAnd Emergency Exit Signs To Muster Point 3	1,238.60
EFT28119	21.05.2014	Sealanes	Kitchen Order For Executive Kitchen And Annex - February 2014	123.09
EFT28120	21.05.2014	Helloworld North West Karratha (Aspen View Pty Ltd)	Cancelled Cheque	0.00
EFT28121	21.05.2014	TNT Express	Freight	305.30
EFT28122	21.05.2014	Visimax	Rangers - Microchip Readers	1,164.00
EFT28123	21.05.2014	Whelans	Survey For Apex Park	2,145.00
EFT28124	21.05.2014	C Watts	Reimbursement	230.40
EFT28125	21.05.2014	Atom Supply	Depot - Builders Films	187.00
EFT28126	21.05.2014	Blackwoods (Atkins Carlyle Ltd)	KTA Airport - Cage Pallets For Workshop	1,943.39
EFT28127	21.05.2014	Australian Airports Association	Cancelled Cheque	0.00
EFT28128	21.05.2014	Protector Alsafe	P&G - Safety Work Boots	359.22
EFT28129	21.05.2014	Attorney-General's Department	KTA Airport - AusCheck Lodgements April 2014	588.00
EFT28130	21.05.2014	Apprenticeships Australia	Managed Apprentice B Le April & May 2014	733.34
EFT28131	21.05.2014	Artcraft Pty Ltd	Stock - End Caps	86.52
EFT28132	21.05.2014	West End Arts Australia Pty Ltd T/a Archipelago Arts	Cossack Art Awards 2014 - Funding Application & Support Material Collection	990.00
EFT28133	21.05.2014	Ausco Modular Pty Limited	Depot - Lease Of Portable Office May 2014	3,387.94
EFT28134	21.05.2014	Advam Pty Ltd	KTA Airport - Advam Services April 2014	407.55
EFT28135	21.05.2014	Anittel Pty Ltd	IT - RDS 2012 User CAL	6,843.65
EFT28136	21.05.2014	Art Almanac Division of Nextmedia	Advertising for Cossack Art Award 2014	536.50
EFT28137	21.05.2014	James Ahern (Trading As Skateboarding Australia)	Reimbursement - Fuel Costs	121.48
EFT28138	21.05.2014	BOC Limited	KTA SES - Air Indust D Size Refill	15.14
EFT28139	21.05.2014	Bunzl Ltd	Stock - Toilet Paper Rolls	587.40
EFT28140	21.05.2014	BC Lock & Key	Stock - Padlock Stamping	497.38
EFT28141	21.05.2014	Beacon Equipment	Stock - Dual Lance, Air Filters, Spark Plugs	474.10
EFT28142	21.05.2014	Burrup Mountain Bike Club	Bucks For Bags Donation For Litter Clean Up, Grant Funding For MTB Instructor	2,500.00
EFT28143	21.05.2014	Bodyscience International	Nutritional Merchandise For KLP Pro Shop	206.12
EFT28144	21.05.2014	BRL Building Company	Remove The Gravel And Replace With Concrete At Numerous Properties, Repair Roof Damage, Repair Varandah At Roebourne Library	23,076.90
EFT28145	21.05.2014	Busby Marou Pty Ltd	NAIDOC - Travel Expenses 50%	2,750.00

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EFT28146	21.05.2014	BCE Surveying Pty Ltd	7 Mile Waste - Volume Survey Of Concrete	2,112.00
EFT28147	21.05.2014	Centurion Transport Co Pty Ltd	Freight	1,333.59
EFT28148	21.05.2014	Coates Hire Operations	Events - Hire Charges for 50 KVA Generator Portable Toilets Pumpout Service Cleaning Fee & Transport Charge	2,189.00
EFT28149	21.05.2014	Coca-Cola Amatil (Holdings) Ltd	TTI - Stock	4,982.96
EFT28150	21.05.2014	Cabcharge Australia Pty Ltd	Cabcharge March - P Long	678.03
EFT28151	21.05.2014	Chemform	Stock - Odour Neutraliser	390.39
EFT28152	21.05.2014	N Milligan	Reimbursement - Meals During Emerging Leaders Course In Perth	20.00
EFT28153	21.05.2014	Comine Safety & Training Pty Ltd	Assist And Implement The Review Of The SoR Current Health And Safety Risk Registers	7,590.00
EFT28154	21.05.2014	Church Communities Australia Ltd T/as Danthonia Designs	Jaburara Heritage Trail - Entry Statements (Monuments) Design Engineering & 50% Revision 4	7,175.86
EFT28155	21.05.2014	Cougar Kitchen	Coffee For ANZAC Day 2014 Volunteers	60.00
EFT28156	21.05.2014	David Gray And Company Pty Limited	Green Sulo Wheelie Bins	21,291.60
EFT28157	21.05.2014	Dynamic Audio Visual Solutions Pty Ltd.	IT - Remote Support For Council Chambers AV System - Reprogram TV Channels And Check ISDN	536.25
EFT28158	21.05.2014	Donald Cant Watts Corke (wa) Pty Ltd	Quantity Surveying / Cost Management Services For The Karratha Cultural Precinct Project - Brief Finalisation	3,300.00
EFT28159	21.05.2014	DA Cleaton & DJ Fraser T/A Drawing Boards	Youth Shed - 50% Deposit To Facilitate Skate And Scooter Workshop And Competition	1,885.00
EFT28160	21.05.2014	M Demizio	Reimbursement - Meals During Emerging Leaders Course In Perth	151.00
EFT28161	21.05.2014	Department Of Environment Regulation	7 Mile Waste - Annual License 2014/15	10,101.48
EFT28162	21.05.2014	Elliotts Irrigation Pty Ltd	Stock - Hunter I40 With Lilac Cap	4,644.02
EFT28163	21.05.2014	ESS Bay Village (Compass Group)	Council Agenda Meeting - Catering	822.80
EFT28164	21.05.2014	H Eaton	Reimbursement	71.18
EFT28165	21.05.2014	E Daniel	Reimbursement - Meals During Emerging Leaders Course In Perth	156.00
EFT28166	21.05.2014	Exceed Consulting (wa) Pty Ltd	Delivery of Playground Audit Reports - Completion	7,700.00
EFT28167	21.05.2014	Elan Media Partners	KTA Library - Purchase Of New Resources	903.67
EFT28168	21.05.2014	Fortesque Bus Service Pty Ltd	Shire of Roebourne Eastern Corridor Youth Service Delivery - April School Holidays BUS Service	4,653.00
EFT28169	21.05.2014	Fuel Fix Pty Ltd	Cancelled Cheque	0.00
EFT28170	21.05.2014	GES Consulting	7 Mile - G Shoemark Consulting Fees	9,240.00
EFT28171	21.05.2014	Global Security Management (WA)	KLP, Main Admin Building, FBCC, Youth Shed, PBFC - Nightly Security Patrols For April 2014	12,620.30
EFT28172	21.05.2014	Prime Media Group (GWN7)	KLP - TV Advertising April 2014	2,346.30
EFT28173	21.05.2014	Glidepath Australia Pty Ltd	KTA Airport - Repairs To Tracking Issues On TC102 Conveyor	4,397.80
EFT28174	21.05.2014	Home Hardware Karratha	Depot - Stock	136.69
EFT28175	21.05.2014	Harvey Norman Karratha (Karravit Pty Ltd atf Karravit No 2 Trust t/as)	Parks & Gardens - Replacement Fuji Xp60	328.00
EFT28176	21.05.2014	Hitachi Construction Machinery	Stock - Probe - Oil Sample Bottles	217.80
EFT28177	21.05.2014	Handy Hands Pty Ltd	Point Samson - Spray Weeds Verges Open Areas & Sculpture Park	4,207.50
EFT28178	21.05.2014	Haines Norton (WA) Pty Ltd	KLP - Financial Audit For RDAF Grant Acquittal	4,675.00
EFT28179	21.05.2014	House Of Tickets	Events - Standard Pink Tickets For BOCA Printer	83.00
EFT28180	21.05.2014	Hames Sharley (WA) Pty Ltd	Consultancy Services To Develop Searipple Land Precinct Masterplan - April 2014	11,000.00

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EFT28181	21.05.2014	B Hogan	Reimbursement - Cleaverville Caretaker	195.35
EFT28182	21.05.2014	International Arts Service Pty Ltd	Cancelled Cheque	0.00
EFT28183	21.05.2014	Insight Callcentre Services	Insight Call Services Overcalls Fee For March 2014	996.71
EFT28184	21.05.2014	Isubscribe Pty Ltd	Wickham Library - Subscriptions	753.60
EFT28185	21.05.2014	Ings Engineering (The Liddiard Family Trust t/as )	KLP - 30 Inch Synthetic Broom For Use On Synthetic Turf	4,180.00
EFT28186	21.05.2014	Jason Signmakers	Stock - PVC White Guideposts, Aluminium Stencils	4,968.15
EFT28187	21.05.2014	Jumping Puddles Community Consultancy	3 x Grant Writing Workshops - As Part Of The Grantwriting Community Workshops Project March 2014	2,475.00
EFT28188	21.05.2014	James Bennett Pty Limited	KTA Library - New Resources	308.63
EFT28189	21.05.2014	J G Johnson Painting & Decorating Pty Ltd	7b Leonard Way - House Repaint	11,250.00
EFT28190	21.05.2014	Karratha Glass Service	8 Knight Place - Adaptor Track To Repair Glass Sliding Door	44.00
EFT28191	21.05.2014	Keyspot Services	SES - Plaques For Volunteer Recognition Awards Karratha And Wickham 2014	330.00
EFT28192	21.05.2014	Kott Gunning	KTA Airport - Legal Advice	2,750.00
EFT28193	21.05.2014	Komatsu Australia Pty Ltd	Stock - 150-70-21356 End Bit (Left) (Cutting Edge)	323.29
EFT28194	21.05.2014	Sonic HealthPlus (Previously Kinetic Health Group Pty Ltd )	7 Mile Waste - Fast Track Twinrix Hep A & B Injections For Staff	411.40
EFT28195	21.05.2014	Karratha Newsagency - TTI Account	TTI - Newspaper And Magazines	1,453.21
EFT28196	21.05.2014	KTEQ Rentals Pty Ltd	7 Mile Waste - Dry Hire Of 15000l Water Truck	4,950.00
EFT28197	21.05.2014	Lyons & Peirce	KLP - Scheduled Monthly Emptying Of Grease Traps	1,390.00
EFT28198	21.05.2014	Murcolbar Holdings Pty Ltd t/as MJ & CM West Transport Services	Repairs Cossack Rd - Deliver Excavator To Wickham From Devils Creek	2,250.60
EFT28199	21.05.2014	Lion Hire Pty Ltd	Town Street Maintenance - Hire Mini Digger For Road Works Dampier	1,371.98
EFT28200	21.05.2014	Liquor Traders Australia Pty Ltd	TTI - Stock	3,667.71
EFT28201	21.05.2014	Lunar Circus	Box Office Funds for 2 Live Circus Performances - April 2014	7,910.00
EFT28202	21.05.2014	Metro Count	Customer Survey Plus 2M Per Week	825.00
EFT28203	21.05.2014	iSentia Pty Limited (Media Monitors Australia Pty Ltd)	Media Monitoring - May 2014	1,436.14
EFT28204	21.05.2014	Metalcom	Wickham Tfr Stn - Tyre Bin Service - Pickup Empty And Return To Wickham	463.65
EFT28205	21.05.2014	MAK Industrial Water Solutions Pty Ltd	KTA Airport - Maintenance and Servicing for WWTP	20,729.86
EFT28206	21.05.2014	Moving Professionals (Aust) Pty Ltd T/a National Removals	Staff Relocation	6,254.00
EFT28207	21.05.2014	NBS Signmakers	Litter Initiatives - Road Signs Posts and Brackets	6,266.70
EFT28208	21.05.2014	Redwave Media Ltd	Radio Advertising Campaign And Production Costs	4,004.00
EFT28209	21.05.2014	North West Tree Services	Cattarall Park, Searipple Rd, 20b Shadwick Dr - Removal Of Cyclone Damaged Trees	33,414.70
EFT28210	21.05.2014	Northwest Shedmasters	KTA Airport Workshop - LA48 Project Construction Variations 02-06	2,024.00
EFT28211	21.05.2014	Neverfail Springwater Pty Ltd - 7 Mile Waste Account	7 Mile Waste - Spring Water	365.00
EFT28212	21.05.2014	Neverfail Springwater Pty Ltd - Wickham Transfer Station	Wickham Tfr Stn - Spring Water	15.75

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EFT28213	21.05.2014	Neils Reticulation And Landscaping	Properties - Repair Reticulation	880.00
EFT28214	21.05.2014	Neverfail Springwater Pty Ltd - Front Reception	Reception - Spring Water	15.75
EFT28215	21.05.2014	Neverfail Springwater Pty Ltd - Marketing & Communication	Marketing - Spring Water	696.50
EFT28216	21.05.2014	Orica Australia Pty Ltd	Gap Ridge WWP - 92 Days Service Fee On 920kg Chlorine Cylinder	1,133.64
EFT28217	21.05.2014	OTS Landscaping Service	Youth Shed - Grounds Maintenance April 2014	4,950.00
EFT28218	21.05.2014	Ozwashroom	KTA Library - Baby Change Table	719.40
EFT28219	21.05.2014	Pilbara Glass	The Youth Shed - Reglaze Window	863.01
EFT28220	21.05.2014	Pilbara Access Management Solutions Wa	7 Mile Waste - Hire Of 3 Scaffold Platforms And One Set Of Stairs April 2014	778.64
EFT28221	21.05.2014	Peter Hunt Architect Superannuation Fund No 2 (Rental costs only)	Unit 2/4 Welcome Road - Lease	10,400.00
EFT28222	21.05.2014	Paramount Pictures Australia	Moonrise Cinema - Screening of Noah	820.80
EFT28223	21.05.2014	Perth Safety Products	Traffic/Street Equipment - 10 X Bi-directional Rail 10 X Hazard Marker Rail	2,420.00
EFT28224	21.05.2014	Print Sync Norwest Business Solutions	Repro Room - Monthly Photocopier Service	1,351.97
EFT28225	21.05.2014	Kmart Karratha	Youth Services Eastern Corridor - 2 X Electric Beaters Required Workshop	58.00
EFT28226	21.05.2014	State Emergency Service	KTA SES - April-June 2014 Operating Budget	5,500.00
EFT28227	21.05.2014	Decor8 Australia Pty Ltd	Graffiti Removal Blitz In Wickham And Roebourne	32,527.00
EFT28228	21.05.2014	Swoon Design Studio	Litter Initiatives - 3 x Stock Photographs For Secure Your Load Campaign Pamphlet Sticker and Road Sign	138.60
EFT28229	21.05.2014	Shelf Cleaning Services Pty Ltd	Lunar Circus - Cleaning For April 2014	525.00
EFT28230	21.05.2014	South West Removals & Storage	Staff Relocation	3,400.00
EFT28231	21.05.2014	Sanders Turner Ellick Architects	KTA Airport - Travel & Accommodation Costs Terminal Upgrade	5,171.40
EFT28232	21.05.2014	Designa Sabar Pty Ltd	KTA Airport - PM Abacus Exit Control Terminal Final Claim	9,131.73
EFT28233	21.05.2014	Seatadvisor Pty Ltd	Events - SABO Training G Stewart A Rose May 2014	1,252.20
EFT28234	21.05.2014	Smokemart	TTI - Stock	1,883.40
EFT28235	21.05.2014	Securepay Pty Ltd	Moonrise & Events - Web Payments For Ticketing System April 2014	125.90
EFT28236	21.05.2014	Seaview Orthotics	Litter Control - Streetmaster Littergrabber	75.90
EFT28237	21.05.2014	Scope Business Imaging	Exec Services, Admin Office Annex, Admin Office, KTA Airport - Monthly Photocopier Service	8,849.76
EFT28238	21.05.2014	Skilled Group Limited	KTA Airport - Labour Hire for K Ormerod	5,480.14
EFT28239	21.05.2014	Tox Free (Australia) Pty Ltd	KLP, KTA Airport - Waste Collection	1,520.70
EFT28240	21.05.2014	State Library of WA (Office of Shared Services)	Dampier Library - Lost And Damaged State Library Resources	18.70
EFT28241	21.05.2014	The Walt Disney Company	Cancelled Cheque	0.00
EFT28242	21.05.2014	Think Promotional	Lunar Circus - Promotional Shirts	1,038.40
EFT28243	21.05.2014	Talis Consultants Pty Ltd T/a Talis Unit Trust	7 Mile Waste – Request For Tender - Tenderer Briefing	4,015.00
EFT28244	21.05.2014	Turner Design	SoR Management Plan Documents - Environmental Management Strategy And Fmps	5,016.00
EFT28245	21.05.2014	Karratha Timber & Building Supplies (formerly Versatile)	KLP - General Hardware	468.63

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EFT28246	21.05.2014	Westrac Equipment Pty Ltd	Stock - Grader Blade Hardened	1,386.85
EFT28247	21.05.2014	Woolworths (WA) Ltd	Youth Shed, Rangers, KLP, TTI - Stock, Council Meeting Catering	1,065.03
EFT28248	21.05.2014	West-Sure Group	TTI - Cash Collection Transit Services April 2014	1,355.20
EFT28249	21.05.2014	A Ward	Reimbursement	105.00
EFT28250	21.05.2014	Western Australia Police	Volunteer National Police Check For T Lynch	15.10
EFT28251	21.05.2014	Wrapped Creations	Box Office Funds Collected For Wrapped Creations	13,425.00
EFT28252	21.05.2014	West Australian Newspapers Limited	Advertising For Pilbara News, Moonrise Cinema, ANZAC Day, Youth Shed, KLP, Community Grant Scheme	11,417.00
EFT28253	21.05.2014	Wickham Pony Club Inc	Bucks For Bags Donation For Litter Clean Up 22/02/14 Wickham (74 Bags)	440.00
EFT28254	21.05.2014	Shiralee Amanda Williams	Dampier Comedy Performance - NAIDOC Week Instalment #1	1,000.00
EFT28255	21.05.2014	J Weeks	Reimbursement - Relocation Expenses	335.95
EFT28256	21.05.2014	Xylem Water Solutions	7 Mile Waste - Extension Of Pump Hire	4,224.00
EFT28257	21.05.2014	Yakka Pty Ltd	Uniforms	57.20
EFT28258	23.05.2014	K Christensen	Home Ownership Allowance	572.00
EFT28259	23.05.2014	Shire of Roebourne Social Club	Payroll deductions	1,110.00
EFT28260	23.05.2014	T Swetman	Home Ownership Allowance	555.00
EFT28261	23.05.2014	L Gan	Home Ownership Allowance	1,427.64
EFT28262	23.05.2014	MAXXIA Pty Ltd	Payroll deductions	7,483.50
EFT28263	28.05.2014	Australian Taxation Office	Payroll deductions	271,970.09
EFT28264	28.05.2014	Child Support Agency	Payroll deductions	1,160.44
EFT28265	26.05.2014	G Bailey	Sitting Fee - May 2014	2,791.67
EFT28266	26.05.2014	J Lally	Sitting Fee - May 2014	4,562.50
EFT28267	26.05.2014	E Smeathers	Sitting Fee - May 2014	2,791.67
EFT28268	26.05.2014	F White-Hartig	Sitting Fee - May 2014	2,741.67
EFT28269	26.05.2014	D Hipworth	Sitting Fee - May 2014	2,791.67
EFT28270	26.05.2014	G Harris	Sitting Fee - May 2014	2,791.67
EFT28271	26.05.2014	N Kickett	Sitting Fee - May 2014	2,791.67
EFT28272	26.05.2014	P Long	Local Government Allowance - May 2014	11,125.00
EFT28273	26.05.2014	J Miller	Sitting Fee - May 2014	2,741.67
EFT28274	26.05.2014	M Saylor	Sitting Fee - May 2014	2,791.67
EFT28275	26.05.2014	R Vandenberg	Sitting Fee - May 2014	2,791.67
EFT28276	26.05.2014	Australian Taxation Office	May 2014 BAS	26,028.00
EFT28277	26.05.2014	Building Commission (Building Services Levy)	BSL April 2014 - Building Permits	4,995.28
EFT28278	28.05.2014	ESSENTIAL SUPER - TURQUET	Superannuation contributions	557.01
EFT28279	28.05.2014	Local Government Superannuation - BRISBANE	Superannuation contributions	494.20
EFT28280	28.05.2014	MACQUARIE SUPER	Superannuation contributions	982.38
EFT28281	28.05.2014	QSUPER	Superannuation contributions	988.40
EFT28282	28.05.2014	QSUPER	Superannuation contributions	737.89
EFT28283	28.05.2014	Cbus	Superannuation contributions	1,002.42
EFT28284	28.05.2014	The Haines Superannuation Fund	Superannuation contributions	675.23
EFT28285	28.05.2014	WA Super ( Formerly WALGSP)	Superannuation contributions	210,805.09
EFT28286	28.05.2014	AMP Custom Super	Superannuation contributions	444.95
EFT28287	28.05.2014	Jacqueline & Theresa Super Fund	Superannuation contributions	636.97
EFT28288	28.05.2014	J & S Pryor Super Fund	Superannuation contributions	827.79
EFT28289	28.05.2014	Maritime Super	Superannuation contributions	64.84
EFT28290	28.05.2014	Statewide Super	Superannuation contributions	1,590.75
EFT28291	28.05.2014	Alpha First Aid Supplies Pty Ltd	Stock - First Aid Supplies	328.97
EFT28292	28.05.2014	Amnet It Services	ADSL2+ Data Service For SMTP Email	79.00

Chq/EFT	Date	Name	Description	Amount
EFT28293	28.05.2014	Pilbara Bakeries T/A BT's Bakery	TTI - Stock	2,743.30
EFT28294	28.05.2014	Jupps Carpet Court Karratha	2 Cool Close - Replacement Of Existing Carpet And Vinyl	16,302.00
EFT28295	28.05.2014	Chefmaster Australia	Stock - Sulo Bin Liners	979.75
EFT28296	28.05.2014	Staples Australia (formerly Corporate Express)	Fleet - Stationery Items	132.10
EFT28297	28.05.2014	Cardno Bsd Pty Ltd	Point Samson District Structure Plan - Services to 25/04/2014	54,861.68
EFT28298	28.05.2014	Chandler Macleod	7 Mile Waste - Labour Hire Litter Picker Crew	11,799.83
EFT28299	28.05.2014	G Harlen	Catering - KTA City Centre Infrastructure Works Team Meeting 15/05/14	14.97
EFT28300	28.05.2014	Hathaway's Lubricants	Stock - Renolit Moreplex 2HV Grease Cartridge	189.00
EFT28301	28.05.2014	Karratha & Districts Chamber Of Commerce	Sponsorship for Business After Hours Pilbara Pulse Economic Summit and Business Excellence Awards & KDCCI Directory 13/14 FY	22,000.00
EFT28302	28.05.2014	Midalia Steel	Workshop - 100 x 10 x 6000 Flat Steel	170.51
EFT28303	28.05.2014	Water2Water	KLP - Monthly Rental Cooler Service	132.00
EFT28304	28.05.2014	Parry's Merchants	TTI, Youth Shed - Stock	2,264.10
EFT28305	28.05.2014	Sebel Furniture Ltd	KLP - 48 x Duralite Trestle Tables and Trolley (includes freight)	14,435.61
EFT28306	28.05.2014	Reliance Petroleum	Fuel	24,410.61
EFT28307	28.05.2014	Rainstorm Dust Control Pty Ltd	KLP Oval - Gluon Seed Glue/Stabiliser	4,840.00
EFT28308	28.05.2014	Royal Life Saving Society WA Inc	KLP - 4 Day Pool Operation Course	15,786.70
EFT28309	28.05.2014	Town Link Couriers	Freight	27.50
EFT28310	28.05.2014	TNT Express	Freight	781.34
EFT28311	28.05.2014	Truck Centre (WA) Pty Ltd	Parts - Evaporator, Bumper Stop, Pipe, Pressure Protection Valve	1,522.77
EFT28312	28.05.2014	The Retic Shop	Stock - Coil 3 Way, PVC Couplings	1,063.70
EFT28313	28.05.2014	Wickham Community Association (Inc)	Australia Day Community Activations - Funding For Surrounding Towns To Organise Celebrations For Australia Day.	2,000.00
EFT28314	28.05.2014	Essential Environmental	Consultancy Services For Karratha Revitalisation Plans - Workshop #2 March 2014	97,186.26
EFT28315	28.05.2014	Atom Supply	Stock - Vmkit Combo Safety Cap/Screen/Earmuff Unisafe, Water Containers	591.95
EFT28316	28.05.2014	Blackwoods (Atkins Carlyle Ltd)	Stock - Gloves Disp Fresh Touch Medium	165.62
EFT28317	28.05.2014	Onyx (Aust) Pty Ltd	Karratha Revitalisation Project, Council Meeting - Catering	1,492.00
EFT28318	28.05.2014	Protector Alsafe	Safety Work Boots	151.36
EFT28319	28.05.2014	AV Media Systems Pty Ltd	Projector Clean And Service - 29/04/2014	170.50
EFT28320	28.05.2014	Allpest WA	Properties - Localised Termite Treatment	240.00
EFT28321	28.05.2014	Ashdown-Ingram	Stock - Century Batteries	1,240.86
EFT28322	28.05.2014	Abel Concepts (Aust) Pty Ltd	Single Ground Sleeve And Cap To Suit Gp7500 Point Post	165.00
EFT28323	28.05.2014	Aviation Safety Management Pty Ltd	Annual SERA Subscription Fee (June 14 to May 15)	2,039.00
EFT28324	28.05.2014	Appian Group Pty Ltd	Project Management of Strategic Town Planning Projects - April	2,827.00
EFT28325	28.05.2014	Avsec Consulting Pty Limited	KTA Airport - Development And Documentation Of Security SOPs For Karratha Payment #1	8,250.00
EFT28326	28.05.2014	BOC Limited	Plant - Hose Assembly	58.96
EFT28327	28.05.2014	Bunzl Ltd	Stock - Toilet Tissue	854.24
EFT28328	28.05.2014	Beaurepaires	Supply And Fit New Tyres, Puncture Repairs	7,478.95
EFT28329	28.05.2014	BCH Engineering Consultants Pty Ltd	Trail Head Map Sign Design	2,002.00
EFT28330	28.05.2014	BT Equipment Pty Ltd T/a Tutt Bryant Equipment	Plant - Component Carrier	19,070.31
EFT28331	28.05.2014	L McGlenchy	Caretaker Reimbursement	229.36

Chq/EFT	Date	Name	Description	Amount
EFT28332	28.05.2014	BBC Entertainment	Red Earth Arts Festival 2014, Involvement Of Bubblemania Skywalkers at REAF Launch 19 September 2014 Bubbleologist Activity at REAF Jnr 21 September 2014	7,040.00
EFT28333	28.05.2014	Beacon Equipment	Stock - Brush Cutter Cord	340.10
EFT28334	28.05.2014	BRL Building Company	22 Gecko Circle - Drainage & Landscaping	17,875.00
EFT28335	28.05.2014	Bannerconda	Wickham - Print Fabricate Supply 10 Banners	2,090.00
EFT28336	28.05.2014	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Stock - Batteries, Gas Support, Hose Fuel, Rotating Beacon Globes	1,855.83
EFT28337	28.05.2014	Chemform	Stock -Odour Neutraliser	446.16
EFT28338	28.05.2014	Cummins South Pacific Pty Ltd	Plant - Investigate And Rectify Scr Fault And Blocked Supply Line	900.68
EFT28339	28.05.2014	Snap Pilbara (formerly Coral Coast Print)	Lunar Circus School - Poster & Flyers	631.45
EFT28340	28.05.2014	CB Snapz	Lunar Circus - Photography Kids Workshop On 18/4/14	375.00
EFT28341	28.05.2014	Cruizer's Cafe & Catering	Catering For Council Agenda Briefing	543.00
EFT28342	28.05.2014	Design Co-Operative Ltd	Community, Youth Services - Set Up Banner Templates x 2 Populate With Image And Words x 20 Supply Artwork To Client For DCA	3,168.00
EFT28343	28.05.2014	DA Cleaton & DJ Fraser T/A Drawing Boards	Youth Services - Communities for Children- Scooter and Skate Workshops Wickham/Karratha/Dampier	5,302.00
EFT28344	28.05.2014	DA Christie Pty Ltd T/as Christie Parksafe	Modular Double Installation Kit With 1 x Electricity Hotplate	5,346.00
EFT28345	28.05.2014	E & MJ Rosher Pty Ltd	Plant - Gear Box	1,576.90
EFT28346	28.05.2014	Elliotts Irrigation Pty Ltd	Stock - Hunter I40 Opposing Nozzle Lilac Cap	4,469.40
EFT28347	28.05.2014	Ezi-Hose Pty Ltd	Plant - Solenoid	321.34
EFT28348	28.05.2014	Entertainment One Films Australia Pty Ltd	Moonrise Cinema - Screening of Divergent Screened	1,394.11
EFT28349	28.05.2014	FOXTEL For Business	KLP - Foxtel 18/05/14 to 17/06/14	305.00
EFT28350	28.05.2014	Gresley Abas Pty Ltd	Consultancy Services - Dampier Community Hub	25,077.25
EFT28351	28.05.2014	Gian De Poloni	DJ Services & Equipment Hire For YEP Pool Party 2014	437.50
EFT28352	28.05.2014	Fuel Fix Pty Ltd	Depot - Replace Hoses on all 3 Bulk Diesel Pumps Check Filters Re-Calibrate Meters Service Pumps	4,098.29
EFT28353	28.05.2014	Hitachi Construction Machinery	Plant - Top Radiator Hose	80.91
EFT28354	28.05.2014	Handy Hands Pty Ltd	Fertilising of Golf Course And Bulgarra Oval, Slash At 40 Mile Camping Area	25,460.95
EFT28355	28.05.2014	Jacinta Hawkins	Roebourne Structure Plan - Proof Reader/Editor	1,200.00
EFT28356	28.05.2014	Karla Hart	Dampier Comedy Festival Performance NAIDOC Week - July 6.	1,250.00
EFT28357	28.05.2014	E Huren	Reimbursement Of Movie Hire For Late Night Drop In	14.00
EFT28358	28.05.2014	Hyder Consulting Pty Ltd	Post Cyclone Clean Up - Visual Structural Condition Inspection Of Library Roof Only And Provide Advice On The Safety To Access The Building And A Brief Structural Report Detailing And Damage And Recommendations On Repair	5,275.05
EFT28359	28.05.2014	Insight Callcentre Services	After Hours Call Centre Service For The Month Of April 2014	1,086.91
EFT28360	28.05.2014	J G Graphix	KTA Airport Entry Signage And Engineering Drawings, Trophy Cabinet Plaques, Staff Parking Sign	11,337.92
EFT28361	28.05.2014	Jagra Music Pty Ltd	Cossack Community Event - Twilight Tunes Live Music	2,711.20
EFT28362	28.05.2014	Karratha Smash Repairs	Windscreen Replacement	495.00
EFT28363	28.05.2014	Karratha Newsagency - TTI Account	Newspapers And Magazines	807.53
EFT28364	28.05.2014	Rikker Holdings Pty Ltd T/A Karratha Tilt Tray And Towing	Removal/Disposal Of Abandoned Vehicles	618.20

Chq/EFT	Date	Name	Description	Amount
EFT28365	28.05.2014	Kaninda Pty Ltd	NAIDOC Week Fashion Parade Roebourne And Wickham	4,000.00
EFT28366	28.05.2014	Landgate	Valuation Expenses - GRV Schedule No. G2014/4	2,573.74
EFT28367	28.05.2014	Liquor Traders Australia Pty Ltd	TTI - Stock	8,603.58
EFT28368	28.05.2014	Landvision Pty Ltd	Coastal Management Strategy - Storm Surge Studies For SoR	10,175.00
EFT28369	28.05.2014	Laminated Timber Products	30 Modwood Slats In Jarrah	645.00
EFT28370	28.05.2014	Loretta Palmeiro	Red Earth Arts Festival - Performance Fee For REAF	8,047.00
EFT28371	28.05.2014	Macdonald Johnston Engineering	Plant - Parts	5,872.40
EFT28372	28.05.2014	Mosquito Control Assoc. Of Australia	Attendance To Mosquito Control Conference For L Myburgh And E Weidemann	1,400.00
EFT28373	28.05.2014	Moontide Management	NAIDOC Week - Point Samson Mark Olive Event For July 12	3,836.00
EFT28374	28.05.2014	North West Tree Services	Haddon Way Karratha Remove And Trim Cyclone Damaged Trees	1,141.00
EFT28375	28.05.2014	Fulton Hogan Industries Pty Ltd (Pioneer Road Services)	Stock - Asphalt Bagged 15. 8kg	1,980.00
EFT28376	28.05.2014	Peter Hunt Architect Superannuation Fund No 2 (Rental costs only)	2/4 Welcome Road - Water Rates Reimbursement	163.42
EFT28377	28.05.2014	Prompt Fencing Pty Ltd	Repair Cyclone Damage To Volleyball Fence And Andover Park	17,985.00
EFT28378	28.05.2014	Poolegrave Signs And Engraving	KLP - Inserts And Insert Holder For Signage	247.50
EFT28379	28.05.2014	Leethall Constructions Pty Ltd	KLP - Automated Sliding Door for Airlock	11,500.50
EFT28380	28.05.2014	Quicksmart Industries	Cossack Art Awards- Banner Mesh Sharpe Ave And Welcome Road	2,136.04
EFT28381	28.05.2014	Repco Auto Parts	Stock - Pressure Pak Paint	174.24
EFT28382	28.05.2014	Holcim (Australia) Pty Ltd	5mm Sealing Agg	2,268.98
EFT28383	28.05.2014	RTR Services ( Previously Known As Revolution Truck And Trailer Parts	Plant - Chain Clevis Grab Hook, Wheel Bearing Covers, Flatback Clamp	154.09
EFT28384	28.05.2014	Roebourne General Food Store (Cafe)	Catering For Three Public Meetings For Point Samson Foreshore Management Plan	582.00
EFT28385	28.05.2014	Statewide Bearings	Stock - A/C Belt, Seal, Grease Nipple	176.38
EFT28386	28.05.2014	Syme Marmion & Co	Project 1407 - State Administrative Tribunal	1,650.00
EFT28387	28.05.2014	Shelf Cleaning Services Pty Ltd	7A Leonard Way - Floor polish Strip & Seal	660.00
EFT28388	28.05.2014	Smokemart	TTI - Stock	1,823.40
EFT28389	28.05.2014	Scope Business Imaging	Canon Toner	274.67
EFT28390	28.05.2014	Skilled Group Limited	Labour Hire - K. Skiba	6,243.20
EFT28391	28.05.2014	Smiths Detection (Australia) Pty Ltd	Service And Maintenance Of Ionscan Screening Equipment May 14	795.66
EFT28392	28.05.2014	TenderLink.com	Tenderlink Notice - Dampier Community Hub Early Learning Centre Provider, Tender Advertisements	495.00
EFT28393	28.05.2014	TCS Pilbara Pty Ltd	KLP - Site Inspection and BA17 for KLP Airlock	577.50
EFT28394	28.05.2014	The Entertainers Australia (M Burgan & T Burgan t/as)	Cossack Art Awards - MC Fee For J Valentine	5,610.00
EFT28395	28.05.2014	UDLA	Part A - Roebourne Structure Plan Consolidated Mapping	7,865.00
EFT28396	28.05.2014	Karratha Timber & Building Supplies (formerly Versatile)	KLP - Bucket Mop	241.15
EFT28397	28.05.2014	Woolworths (WA) Ltd	Youth Shed - Stock, KLP Programs, Catering For Meetings And Events	921.50
EFT28398	28.05.2014	A Ward	Reimbursement For Fuel	174.42
EFT28399	28.05.2014	Weerianna Street Media	NAIDOC 2014 Stage 2 - Event Management Roebourne/Wickham/Point Samson	3,587.19

Chq/EFT	Date	Name	Description	Amount
EFT28400	28.05.2014	Shiralee Amanda Williams	Dampier Comedy Performance - 6 July - NAIDOC Week	1,000.00
EFT28401	28.05.2014	Wickham Junior Soccer Association	Grant Funding - Equipment For Coaching Sessions And Hosting Soccer Games	2,200.00
EFT28402	28.05.2014	Yakka Pty Ltd	Uniforms	336.60
76770	13.03.2014	Wickham Pony Club Inc	Cancelled Cheque	-440.00
76804	27.03.2014	Tambrey Tavern & Function Centre	Cancelled Cheque	-4,059.00
76915	02.05.2014	Building And Construction Industry Training Fund (BCITF)	BCITF Receipts - March 2014	12,323.85
76916	07.05.2014	Department of Transport	Vehicle Transfer Fee	16.00
76917	07.05.2014	Telstra Corporation Ltd	Satellite Phone Charges - 23/04 To 22/05/14	371.07
76918	07.05.2014	Vodafone Hutchison Australia Pty Limited	SES Messaging Service 01/03 To 31/03/14	188.53
76919	07.05.2014	Horizon Power	Parks & Gardens - Electricity Usage	714.87
76920	07.05.2014	Water Corporation	KTA Airport, KLP, Parks & Gardens - Water Usage	28,264.72
76921	07.05.2014	McDowell Carrie	Cancelled Cheque	0.00
76922	07.05.2014	Port Walcott Yacht Club Inc	Cancelled Cheque	0.00
76923	08.05.2014	Shire Of Roebourne	Payroll deductions	4,090.23
76924	08.05.2014	Shire Of Roebourne	Payroll deductions	1,388.46
76925	09.05.2014	McDowell Carrie	2014 Make a Move Jewellery Making Workshop Facilitation and Materials	5,544.00
76926	09.05.2014	Port Walcott Yacht Club Inc	Donation from SoR for Assistance for Damages to Club by Cyclone Christine	15,000.00
76927	09.05.2014	Telstra Corporation Ltd	Telephone Charges - 22/4/14 - 21/5/14	9,280.14
76928	14.05.2014	Ensysyex Australasia Pty Ltd	Bithor Granular Insecticide	99.88
76929	14.05.2014	McLeods & Co Barristers And Solicitors	Legal Advice	6,799.63
76930	14.05.2014	Summit Northwest	Vehicle Crossover Subsidies	2,128.74
76931	14.05.2014	Eaton Building	Vehicle Crossover Subsidies	759.00
76932	14.05.2014	Telstra Corporation Ltd	PBFC, Cossack, Moonrise Cinema - Phone Charges 25/4/14 - 24/5/14	406.17
76933	14.05.2014	Horizon Power	KLP, Street Lights, KTA Office, Old KEC Site, Gap Ridge Effluent Scheme - Electricity Charges	126,898.05
76934	14.05.14		Cancelled Cheque	0.00
76935	14.05.2014	Water Corporation	Properties - Water Rates	10,701.97
76936	15.05.2014	Abraham Traffic Management Services Pty Ltd	Refund of Cash Payment	1,000.00
76937	16.05.2014	Finbar Karratha Pty Ltd	Apt 101 Pelago East - Lease	4,333.33
76938	21.05.2014	Australian Institute Of Building Surveyors	AIBS Training Course - Class 2 Bounding Construction 15/05/14   Chapman	440.00
76939	21.05.2014	Department of Transport	Vehicle Search Fees - March 2014	35.20
76940	21.05.2014	Shire Of Roebourne	Mobile Tech - Community Safety Phone Cover For Work Iphone 20/5/14	1,239.60
76941	21.05.2014	Telstra Corporation Ltd	Admin, Youth Shed, Roebourne Library, KTA Airport, KLP - Telephone Charges	17,070.39
76942	21.05.2014	Horizon Power	Bowls Club - Electricity Usage 12 Mar To 09 May 59 Days 9476 Units	4,855.23
76943	21.05.2014	Water Corporation	Properties - Water Usage	6,249.81
76944	21.05.2014	Vodafone Hutchison Australia Pty Limited	SES Messaging Service - 26/04/14 to 25/05/14	182.96
76945	21.05.2014	West Pilbara Softball Organisation	Sports Funding - Grant SP/01/FEB/2014 Purchase Of Line Marker & Pump	1,100.00
76946	21.05.2014	Florence Jane Corrigan	Refund - Cossack Art Award 2014 Ineligible Entry	35.00
76947	21.05.2014	Fines Enforcement Registry (Dept Of Attorney General)	Lodgement Of Unpaid Fines With Department Of Justice	473.00
76948	21.05.2014	McLeods & Co Barristers And Solicitors	Legal Advice	11,172.28
76949	21.05.2014	Summit Northwest	Vehicle Crossover Subsidy	354.79

Chq/EFT	Date	Name	Description	Amount
76950	21.05.2014	United Party Hire	Lunar Circus - Hire Of 300 Chairs Delivery/Pick Up	2,940.30
76951	23.05.2014	Shire Of Roebourne	Payroll deductions	1,388.46
76952	23.05.2014	Shire Of Roebourne	Payroll deductions	1,347.02
76953	23.05.2014	Australian Services Union (ASU/MEU Div.)	Payroll deductions	684.32
76954	23.05.2014	Lgrceu	Payroll deductions	97.00
76955	23.05.2014	Horizon Power	KTA Airport - Electricity Usage	775,495.22
76956	26.05.2014	Building And Construction Industry Training Fund (BCITF)	BCITF Receipts - April 2014	5,318.74
76957	28.05.2014	Australian Super	Superannuation contributions	19,930.89
76958	28.05.2014	Colonial First State Firstchoice Super	Superannuation contributions	4,038.37
76959	28.05.2014	Asgard Superannuation	Superannuation contributions	1,504.88
76960	28.05.2014	AMP Flexible Lifetime Superannuation Fund	Superannuation contributions	2,485.97
76961	28.05.2014	ANZ Smart Choice Super	Superannuation contributions	1,591.48
76962	28.05.2014	AMP Superleader	Superannuation contributions	561.43
76963	28.05.2014	AXA Generations	Payroll deductions	6,657.55
76964	28.05.2014	AMP Super Directions Fund	Superannuation contributions	409.35
76965	28.05.2014	Australian Ethical Retail Superannuation Fund	Superannuation contributions	1,010.36
76966	28.05.2014	AMP SignatureSuper	Superannuation contributions	1,055.42
76967	28.05.2014	BT Super For Llife	Superannuation contributions	3,860.65
76968	28.05.2014	CBA Superannuation Savings Account	Superannuation contributions	265.57
76969	28.05.2014	Club Plus Superannuation Scheme	Superannuation contributions	278.20
76970	28.05.2014	Equity Trustees Ltd ATF Emplus Super Fund	Superannuation contributions	237.14
76971	28.05.2014	First State Super	Superannuation contributions	1,157.81
76972	28.05.2014	Hesta Superannuation	Superannuation contributions	1,606.62
76973	28.05.2014	HostPlus Superannuation	Superannuation contributions	4,702.40
76974	28.05.2014	The Industry Superannuation Fund	Superannuation contributions	1,002.42
76975	28.05.2014	JR Superannuation Fund	Superannuation contributions	296.21
76976	28.05.2014	Local Government Superannuation- SYDNEY	Superannuation contributions	1,244.35
76977	28.05.2014	MLC Nominees Pty Ltd	Superannuation contributions	1,714.87
76978	28.05.2014	MLC Masterkey Superannuation	Superannuation contributions	3,345.25
76979	28.05.2014	Mercer Superannuation (Australia) Pty Ltd	Superannuation contributions	908.66
76980	28.05.2014	NGS Superannuation	Superannuation contributions	1,126.38
76981	28.05.2014	OnePath Masterfund	Superannuation contributions	221.70
76982	28.05.2014	Rest Superannuation	Superannuation contributions	8,508.09
76983	28.05.2014	Superwrap Personal Super Plan	Superannuation contributions	924.22
76984	28.05.2014	Sunsuper Pty Ltd	Superannuation contributions	1,784.70
76985	28.05.2014	Telstra Super Pty Ltd	Superannuation contributions	908.66
76986	28.05.2014	Tasplan	Payroll deductions	6,839.38
76987	28.05.2014	Colonial First State Investments Limited (super)	Superannuation contributions	843.26
76988	28.05.2014	VicSuper	Superannuation contributions	923.21
76989	28.05.2014	Vision Super	Superannuation contributions	1,463.33
76990	28.05.2014	Department of Transport	Vehicle Registration	49.00
76991	28.05.2014	Telstra Corporation Ltd	Dampier Library, Video Conference, Mobile - Telephone Charges	1,657.89
76992	28.05.2014	Horizon Power	Depot, Oval Pump, 11 Samson Way, Gregory Way Park - Electricity Usage	16,211.63
76993	28.05.2014	Dampier Volunteer Fire & Rescue	Fuel Reduction Burns Elliot Crescent and East Avenue - Dampier	2,500.00

Chq/EFT	Date	Name	Description	Amount
76994	28.05.2014	Kelly Rattigan Architects Pty Ltd	Pavilions - Architectural Design Services For Tambrey Pavilion Project	34,902.54
76995	28.05.2014	McLeods & Co Barristers And Solicitors	Legal Advice	99.13
DD20191.1	10.04.2014	Westpac Corporate Credit Cards	Corporate Credit Cards	46,945.69
				<u>5,944,771.31</u>
	08.05.2014	Shire of Roebourne	Payroll F/E: 07/05/2014	752,576.67
	14.05.2014	Shire of Roebourne	Wages	2,783.88
	22.05.2014	Shire of Roebourne	Payroll F/E: 21/05/2014	738,078.54
				<u>1,493,439.09</u>
Total Payments				<u><u>7,438,210.40</u></u>

### 9.3 2013/14 CARRY FORWARD BUDGET AMENDMENTS

<b>File No:</b>	<b>FM.19</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Management Accountant</b>
<b>Date of Report:</b>	<b>9 June 2014</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Detailed Budget Carry Forward Amendments by Account</b>

#### PURPOSE

A final review of the 2013/14 budget versus actual comparison has been completed as part of the preparation of the 2014/15 Budget. This report identifies accounts that are expected to have material or confirmed variances compared to the current budget in determining the final surplus/ (deficit) carried forward.

#### BACKGROUND

Council staff undertake a mandatory review of the budget progress in March each year as a requirement of Regulation 33A of the *Local Government (Financial Management) Regulations 1996*. The budget calculation process should include establishing if there is a budget deficit or surplus to be carried forward restricted to the prescribed amount and should be prepared and calculated on realistic and conservative estimates. The current actual year to date surplus/ (deficit) reported to 30 April 2014 is \$25,542,645. Given that this amount includes grant income received in advance for 2014/15, Reserve transfers and unexpended non operating expense, it is necessary to review Council's entire budget in order to forecast projected surplus/ (deficit) for year ended 30 June 2014. The forecast review has been completed including consideration of current commitments and carry forward capital programs that require re-budget in 2014/15.

The following table is a summary of the overall amendments required to the budget as a result of the Carry Forwards and Ordinary Council Meetings for 2013/2014:

	Original Budget	Current Budget	Final Forecast 2013/14	Budget Movement
Operating Revenue	105,366,343	111,676,566	111,398,884	(277,682)
Operating Expense	(75,785,178)	(76,199,552)	(74,830,676)	1,368,876
Non Operating Revenue	12,643,124	14,996,270	13,978,043	(1,018,227)
Non Operating Expense	(51,031,459)	(62,482,772)	(61,666,518)	816,254
Non Cash Items Included	8,153,389	10,873,446	11,096,745	223,299
Surplus BFWD 12/13 Audited	653,781	1,136,042	1,136,042	0
<b>Surplus/ (Deficit) 13/14</b>	<b>0</b>	<b>0</b>	<b>1,112,520</b>	<b>1,112,520</b>

#### LEVEL OF SIGNIFICANCE

The level of significance for this matter is very high in terms of ensuring the financial stability of the organisation.

**COUNCILLOR/OFFICER CONSULTATION**

The Executive and Managers have been involved in regular reviews of the operational and departmental budgets and notifying the Financial Services team of trends and variances arising from their operational areas.

**COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

The prescribed format has been determined in Regulation 33A of the *Local Government (Financial Management) Regulations 1996*. Pursuant to section 6.8 of the *Local Government Act 1995* changes to budget need to be authorised in advance by resolution.

**POLICY IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

The amendments identified below will result in the Current Budget Surplus/ (Deficit) of Nil being replaced with a Proposed Estimated Carry Forward Budget Surplus of \$1,112,520.

The current position is as follows:

Original Budget Surplus/ (Deficit)	\$	0
Current Budget Surplus/ (Deficit) as per amendments to 30 April 2014	\$	0
Changes as a result of the 13/14 Carry Forward Amendment		\$1,112,520
<b>Proposed Estimated Budget Municipal Surplus/ (Deficit)</b>		<b>\$1,112,520</b>

Operating Revenue

COA	Job	Description	Current Budget	Revision	Adjustment	Brought Forward from 14/15	Carry Forward to 14/15	Final Forecast	Comment
100711		Interim Rates	(2,490,232)	(723,311)	0	0	0	(3,213,543)	Increase as per Gap Ridge Interim rated properties
100713		Rates Concessions	85,173	680,581	0	0	0	765,754	Increase as per Gap Ridge Interims as resolved by Council
100715		Ex Gratia Contribution to Capital Works	(849,500)	318,000	0	0	0	(531,500)	Reduction to Birra Birra occupancy rate as advised by Rio Tinto
102713		Mining Lease - Royalties	40,300	(40,300)	0	0	0	0	Mining Lease royalties not received to date
316700		Grants-Community Safety	(297,550)	26,300	0	0	0	(271,250)	Decreased as per duplicate entry of CCTV contribution
334700		Grants & Contributions - Ovals	(300,000)	(75,115)	0	0	0	(375,115)	Additional funding from Landcorp for reimbursement of park upgrade works
350710		Karratha Leisureplex-Income GST	(2,250,000)	(200,000)	0	0	0	(2,450,000)	Increase as per actuals YTD
402700		Waste Infrastructure Program Grant	(300,000)	0	30,000	0	0	(270,000)	Carry over 14/15 - Transfer Station project will not be finalized this financial year
404713		Industrial/Commercial Refuse Disposal Fees	(3,877,000)	0	430,128	0	0	(3,446,872)	Continuing trend of reduction in commercial waste received at Landfill
420701		Local Govt Programs - Road Projects Grants	(487,000)	(71,076)	0	0	0	(558,076)	Amendment as per submission to Regional Road Group for Woodbrook, Roeboume Wittenoom, 40 Mile Beach and Cleaverville Roads
420705		Local Govt Program - Direct Road Grants	0	(155,044)	0	0	0	(155,044)	Increased as per Direct Road Grant Claim for 13/14
428770		Contributions To Works	(84,867)	(205,133)	0	0	0	(290,000)	Additional subdivision funding not budgeted
438700		Govt Grant-Rec.Boat.Fac.Scheme	(218,902)	(16,681)	0	0	179,333	(56,250)	CFWD \$179,333 for Dampier Boat Ramp, funds will not be received until late July/August
500201		Building Licence Fees	(680,000)	100,000	0	0	0	(580,000)	Decrease to Building licence fee income as per recent trends
		<b>Total</b>	<b>(11,709,578)</b>	<b>(361,779)</b>	<b>460,128</b>	<b>0</b>	<b>179,333</b>	<b>(11,431,896)</b>	

**Operating Expenditure**

COA	Job	Description	Current Budget	Revision	Adjustment	Brought Forward from 14/15	Carry Forward to 14/15	Final Forecast	Comment
110000		Employment Costs-Corporate Services	2,990,223	(124,000)	0	0	0	2,866,223	Savings in employment costs YTD
110001		Employment Costs-Project Management	1,297,079	(7,307)	0	0	0	1,289,772	Savings in employment costs YTD
112000		Employment Costs-Partnership Mgmt Team	366,944	(31,000)	0	0	0	335,944	Savings in employment costs YTD
112200		Dampier Community Hub-Expenditure	661,757	0	0	0	(102,856)	558,901	Project reforecast as per project budget
202000		Employment Costs-Emergency Management	177,166	(55,000)	0	0	0	122,166	Savings in employment costs YTD
206000		Employment Costs-Executive Services	583,951	(15,000)	0	0	0	568,951	Savings in employment costs YTD
210000		Employment Costs-Human Resources	1,655,249	(58,000)	30,000	90,000	0	1,717,249	Increase in Uniform expense due to City of Karratha uniforms ordered in 13/14 (\$120K), savings in employment costs YTD
314206		Contribution - Roebourne Community Kitchen	165,000	0	0	0	(165,000)	0	Funds not to be expended in the 2013/14 year
316556		Transfer to Infrastructure-Cleansweep	0	0	0	0	142,400	142,400	CFWD unspent PIRSA funding \$64.K; Woodside \$20K; Lighting \$25K; Roebourne Community Art \$5K; \$10K WAPOL; \$18K WAPOL
324030	632403	Kec - Demolition	1,055,770	(100,018)	0	0	0	955,752	Identified savings - project complete
332000		Employment Costs-Cossack Operations	183,690	(18,000)	0	0	0	165,690	Savings in employment costs YTD
340201		Community Bus (Public Transport Project)	145,000	0	0	0	(50,000)	95,000	Community Bus Stop Sign not to be completed by EOFY
344000		MSIS - Employment Costs	41,456	(10,000)	0	0	0	31,456	Savings in employment costs YTD
370000		Employment Costs-Economic Development	185,672	(26,000)	0	0	0	159,672	Savings in employment costs YTD
406401		PS - Less Allocated To Works	(732,729)	0	346,871	0	0	(385,858)	Decrease as per reduction to Plant repairs wages costs
412300		Plant-Repairs	1,820,183	(545,083)	0	0	0	1,275,100	Reduced in line with unutilised budget
446401		Works - Less Allocated To Works	(638,949)	0	(163,515)	0	0	(802,464)	Increase to plant and overhead allocations due to the choice to use internal employees rather than contractors
460030	646000	Kta Airport-Terminal Building-Op Cost	2,385,155	0	100,000	0	0	2,485,155	Unbudgeted insurance premium costs for construction period
462204		TTI - Bar Expenses	550,000	0	(180,000)	0	0	370,000	Reduction to stock purchases in preparation of TTI Closure
470001		Tech Serv - Design & Investigations	94,402	0	0	0	(19,627)	74,775	CFWD to 14/15 for Stage 2: LIA road design
520201	652025	Karratha Lazylands	542,028	0	0	0	(342,741)	199,287	Project reforecast as per project budget
520201	652040	Karratha Redevelopment Plans	247,000	(37,000)	0	0	0	210,000	Decrease as per actuals YTD
530000		Employment Costs-Strategic Planning	227,988	(28,000)	0	0	0	199,988	Savings in employment costs YTD
		<b>Total</b>	<b>14,004,035</b>	<b>(1,054,408)</b>	<b>133,356</b>	<b>90,000</b>	<b>(537,824)</b>	<b>12,635,159</b>	

**Non-Operating Revenue**

COA	Job	Description	Current Budget	Revision	Adjustment	Brought Forward from 14/15	Carry Forward to 14/15	Final Forecast	Comment
316858		Transfer from Infrastructure - Cleansweep	(195,000)	0	0	0	195,000	0	CCTV Project income (and associated expenditure) carried forward to 2014/15
324856		Transfer From Infrastructure Reserve	(1,055,770)	100,018	0	0	0	(955,752)	Reduced as per identified savings for demolition of KEC
340852		Transfer From Infrastructure Reserve-Skate Parks	(441,731)	0	0	0	353,936	(87,795)	Reserve funding CFWD as per Skate park program expense
350850		Transfer from Infrastructure Reserve - KLLP	(681,566)	0	0	0	220,868	(460,698)	Decrease funding as per Leisureplex Improvements and Leisureplex shade playground
412854		Transfer From Plant Reserve	(586,155)	0	6,484	0	0	(579,671)	Identified savings in purchase of plant
428852		Transfer From Infrastructure Reserve-Footpaths	(2,105,397)	0	98,700	0	0	(2,006,697)	Reduce funding as per Balmoral Rd and Footpath Lighting
530858		Transfer from Infrastructure Reserve	(682,028)	0	0	0	342,741	(339,287)	Reduce funding as per LazyLands
		<b>Total</b>	<b>(5,747,647)</b>	<b>100,018</b>	<b>105,184</b>	<b>0</b>	<b>1,112,545</b>	<b>(4,429,900)</b>	

**Non-Operating Expenditure**

COA	Job	Description	Current Budget	Revision	Adjustment	Brought Forward from 14/15	Carry Forward to 14/15	Final Forecast	Comment
110502	911006	Cultural Precinct	324,392	0	0	0	(186,853)	137,539	Project reforecast as per project budget
110503	911024	SOR Telecommunications Project - Connection to Dampier, Roebourne & Wickham	130,000	0	0	0	(130,000)	0	Project expenses carried forward to 2014/15
112580		Transfer to Partnership Reserve	3,661,403	1,156,362	0	0	0	4,817,765	Increase to set aside unexpended grant funds received
202506		Buildings-Roebourne/Wickham SES	1,453,693	0	0	0	(542,559)	911,134	Project reforecast as per project budget
316506	931610	Cctv Installation	195,000	0	0	0	(195,000)	0	Project expenses (and associated reserve funding) carried forward to 2014/15
340506	943054	Roebourne Skate Park	549,806	0	0	0	(249,614)	300,192	Project reforecast as per project budget
340506	943055	Skate Park Program	141,925	0	0	0	(104,322)	37,603	Project reforecast as per project budget as RFQ not closing until 9th June
350502	935000	Karratha Leisureplex	3,368,821	0	0	0	(276,473)	3,092,348	Project reforecast as per project budget (defect period etc.)
350502	935001	Karratha Leisureplex Shade Playground	393,077	0	0	0	(165,868)	227,209	Landscaping and fencing to be complete late June
350502	935002	Leisureplex Improvements	381,852	0	0	0	(55,000)	326,852	Concrete Boom Solution CFWD to 14/15 \$20K; Kiosk Doors (fencing) CFWD to 14/15 \$10K; Hall of Fame Improvements CFWD to 14/15 \$15K; CCTV Cameras sports hall CFWD to 14/15 \$10K
380504		Purchase - Plant	116,504	0	(6,484)	0	0	110,020	Reduction to reserve funding as per identified savings
400501		Purchase - Land	0	411,275	0	0	0	411,275	Amendment as per classification of land associated with purchase of staff housing properties
400502	940080	Purchase - Buildings Housing	1,434,692	(411,275)	0	0	0	1,023,417	Amendment as per classification of land associated with purchase of staff housing properties
402558		Transfer To Waste Management Reserve	4,852,076	0	(207,648)	0	0	4,644,428	Decrease as per net Waste function
404502	940400	7 Mile Tip Bldg Improvements	2,863,617	0	(252,480)	0	0	2,611,137	Project reforecast as per project budget
420506	800012	Woodbrook Rd-Gravel Resheeting	106,741	141,749	0	0	0	248,490	Amendment as per submission to Regional Road Group
420506	800013	Roebourne Wittenoom Rd-Gravel Resheeting	290,250	7,423	0	0	0	297,673	Amendment as per submission to Regional Road Group
420506	800014	40 Mile Beach Access Rd-Gravel Resheeting	171,750	(24,991)	0	0	0	146,759	Amendment as per submission to Regional Road Group
420506	800015	Cleaverville Road Gravel Resheeting	171,750	2,223	0	0	0	173,973	Amendment as per submission to Regional Road Group
424506	942408	Park Enhancements	160,000	0	0	0	(136,935)	23,065	RFQ for construction closing 11 June
428506	945843	Footpaths - Construction	408,000	0	(248,733)	0	0	159,267	Reallocation of budget as per Footpath program
428506	945844	Footpaths-Dampier Highway Stage 2	0	0	207,898	0	0	207,898	Reallocation of budget as per Footpath program
428506	945849	Footpath Lighting Upgrade	150,000	0	(8,700)	0	0	141,300	Reallocation of budget as per Footpath program
428506	945851	Footpaths - Church Way	0	0	27,310	0	0	27,310	Reallocation of budget as per Footpath program
428506	945854	Footpaths - Balmoral Rd Across Catrall Park	250,000	0	(90,000)	0	0	160,000	Reallocation of budget as per Footpath program
428506	945870	Footpaths - Wagari Street	0	27,050	(13,525)	0	0	13,525	Reallocation of budget as per Footpath program
432506		Upgrade Effluent Systems	230,000	0	0	0	(72,537)	157,463	\$72,537 to be CFWD in addition to 14/15 budget
436502	943609	Public Toilet Upgrade	230,000	0	0	0	(35,000)	195,000	Pegs Creek works not to be finalised in 2013/14
438506	943805	Dampier Boat Ramp Upgrade	218,868	0	0	51,068	0	269,936	Contract variation, to be complete by the end of June 2014
443506	944300	Dampier Bus Shelters	359,459	(133,934)	0	0	0	225,525	Project reforecast as per project budget
460502	946024	Karratha Airport Terminal Expansion Project	3,012,548	0	35,578	0	0	3,048,126	Project reforecast as per project budget
460506	946001	Airside Upgrade	334,271	0	(120,000)	0	0	214,271	CFWD part of airport fencing contract
460551		Transfer To Aerodrome Reserve	5,984,993	0	164,422	0	0	6,149,415	Increase as per net Airport function
		<b>Total</b>	<b>31,945,488</b>	<b>1,175,882</b>	<b>(512,362)</b>	<b>51,068</b>	<b>(2,150,161)</b>	<b>30,509,915</b>	

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

- Our Program: 4.d.1.3 Provide transparent and accountable financial information required by the Local Government Act, Code of Accounting Practice, Australian Accounting Standards and Local Government regulations.
- Our Services: 4.d.1.3.2 Prepare the monthly financial statements and reports to Council.

**RISK MANAGEMENT CONSIDERATIONS**

Astute financial management backed by strong internal controls, policies and monitoring will ensure that 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 to Council.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Two budget reviews were conducted in the 2013/14 financial year.

**VOTING REQUIREMENTS**

Absolute Majority

**OPTIONS**Option 1

As per the Officer's recommendation.

Option 2

That Council by Absolute Majority pursuant to Section 6.8 of the *Local Government Act 1995* and Regulation 33A of the *Local Government (Financial Administration) Regulations 1996*, RESOLVES to ADOPT the Proposed 2013/14 Budget Amendments presented in the Carry Forwards Estimated Budget with the following changes:

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

**CONCLUSION**

The report considers the financial position of the Council to the end of April 2014 and makes various amendments as determined by management to ensure the budget represents the most current reflection of Council's activities for the remainder of the 2013/14 financial year.

**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152863  
**MOVED** : Cr White-Hartig  
**SECONDED** : Cr Kickett

**That Council by Absolute Majority pursuant to Section 6.8 of the *Local Government Act 1995* and Regulation 33A of the *Local Government (Financial Administration) Regulations 1996* RESOLVES to ADOPT the following 2013/2014 Carry Forward Estimated Budget Amendments which result in a Budget Surplus of \$1,112,520.**

**CARRIED**

**FOR** : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil

*Operating Revenue*

COA	Job	Description	Current Budget	Revision	Adjustment	Brought Forward from 14/15	Carry Forward to 14/15	Final Forecast	Comment
100711		Interim Rates	(2,490,232)	(723,311)	0	0	0	(3,213,543)	Increase as per Gap Ridge Interim rated properties
100713		Rates Concessions	85,173	680,581	0	0	0	765,754	Increase as per Gap Ridge Interims as resolved by Council
100715		Ex Gratia Contribution to Capital Works	(849,500)	318,000	0	0	0	(531,500)	Reduction to Birra Birra occupancy rate as advised by Rio Tinto
102713		Mining Lease - Royalties	40,300	(40,300)	0	0	0	0	Mining Lease royalties not received to date
316700		Grants -Community Safety	(297,550)	26,300	0	0	0	(271,250)	Decreased as per duplicate entry of CCTV contribution
334700		Grants & Contributions - Ovals	(300,000)	(75,115)	0	0	0	(375,115)	Additional funding from Landcorp for reimbursement of park upgrade works
350710		Karratha Leisureplex-Income GST	(2,250,000)	(200,000)	0	0	0	(2,450,000)	Increase as per actuals YTD
402700		Waste Infrastructure Program Grant	(300,000)	0	30,000	0	0	(270,000)	Carry over 14/15 - Transfer Station project will not be finalized this financial year
404713		Industrial/Commercial Refuse Disposal Fees	(3,877,000)	0	430,128	0	0	(3,446,872)	Continuing trend of reduction in commercial waste received at Landfill
420701		Local Govt Programs - Road Projects Grants	(487,000)	(71,076)	0	0	0	(558,076)	Amendment as per submission to Regional Road Group for Woodbrook, Roebourne Wittenoom, 40 Mile Beach and Cleaverville Roads
420705		Local Govt Program - Direct Road Grants	0	(155,044)	0	0	0	(155,044)	Increased as per Direct Road Grant Claim for 13/14
428770		Contributions To Works	(84,867)	(205,133)	0	0	0	(290,000)	Additional subdivision funding not budgeted
438700		Govt Grant-Rec.Boat.Fac.Scheme	(218,902)	(16,681)	0	0	179,333	(56,250)	CFWD \$179,333 for Dampier Boat Ramp, funds will not be received until late July/August
500201		Building Licence Fees	(680,000)	100,000	0	0	0	(580,000)	Decrease to Building licence fee income as per recent trends
		<b>Total</b>	<b>(11,709,578)</b>	<b>(361,779)</b>	<b>460,128</b>	<b>0</b>	<b>179,333</b>	<b>(11,431,896)</b>	

**Operating Expenditure**

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110001		Employment Costs-Project Management	1,297,079	(7,307)	0	0	0	1,289,772	Savings in employment costs YTD
112000		Employment Costs-Partnership Mgmt Team	366,944	(31,000)	0	0	0	335,944	Savings in employment costs YTD
112200		Dampier Community Hub-Expenditure	661,757	0	0	0	(102,856)	558,901	Project reforecast as per project budget
202000		Employment Costs-Emergency Management	177,166	(55,000)	0	0	0	122,166	Savings in employment costs YTD
206000		Employment Costs-Executive Services	583,951	(15,000)	0	0	0	568,951	Savings in employment costs YTD
210000		Employment Costs-Human Resources	1,655,249	(58,000)	30,000	90,000	0	1,717,249	Increase in Uniform expense due to City of Karratha uniforms ordered in 13/14 (\$120K), savings in employment costs YTD
314206		Contribution - Roeboume Community Kitchen	165,000	0	0	0	(165,000)	0	Funds not to be expended in the 2013/14 year
316556		Transfer to Infrastructure-Cleansweep	0	0	0	0	142,400	142,400	CFWD unspent PIRSA funding \$64.K; Woodside \$20K; Lighting \$25K; Roeboume Community Art \$5K; \$10K WAPOL; \$18K WAPOL
324030	632403	Kec - Demolition	1,055,770	(100,018)	0	0	0	955,752	Identified savings - project complete
332000		Employment Costs-Cossack Operations	183,690	(18,000)	0	0	0	165,690	Savings in employment costs YTD
340201		Community Bus (Public Transport Project)	145,000	0	0	0	(50,000)	95,000	Community Bus Stop Sign not to be completed by EOFY
344000		MSIS - Employment Costs	41,456	(10,000)	0	0	0	31,456	Savings in employment costs YTD
370000		Employment Costs-Economic Development	185,672	(26,000)	0	0	0	159,672	Savings in employment costs YTD
406401		PS - Less Allocated To Works	(732,729)	0	346,871	0	0	(385,858)	Decrease as per reduction to Plant repairs wages costs
412300		Plant-Repairs	1,820,183	(545,083)	0	0	0	1,275,100	Reduced in line with unutilised budget
446401		Works - Less Allocated To Works	(638,949)	0	(163,515)	0	0	(802,464)	Increase to plant and overhead allocations due to the choice to use internal employees rather than contractors
460030	646000	Kta Airport-Terminal Building-Op Cost	2,385,155	0	100,000	0	0	2,485,155	Unbudgeted insurance premium costs for construction period
462204		TTI - Bar Expenses	550,000	0	(180,000)	0	0	370,000	Reduction to stock purchases in preparation of TTI Closure
470001		Tech Serv - Design & Investigations	94,402	0	0	0	(19,627)	74,775	CFWD to 14/15 for Stage 2: LIA road design
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520201	652040	Karratha Redevelopment Plans	247,000	(37,000)	0	0	0	210,000	Decrease as per actuals YTD
530000		Employment Costs-Strategic Planning	227,988	(28,000)	0	0	0	199,988	Savings in employment costs YTD
		<b>Total</b>	<b>14,004,035</b>	<b>(1,054,408)</b>	<b>133,356</b>	<b>90,000</b>	<b>(537,824)</b>	<b>12,635,159</b>	

**Non-Operating Revenue**

COA	Job	Description	Current Budget	Revision	Adjustment	Brought Forward from 14/15	Carry Forward to 14/15	Final Forecast	Comment
316858		Transfer from Infrastructure - Cleansweep	(195,000)	0	0	0	195,000	0	CCTV Project income (and associated expenditure) carried forward to 2014/15
324856		Transfer From Infrastructure Reserve	(1,055,770)	100,018	0	0	0	(955,752)	Reduced as per identified savings for demolition of KEC
340852		Transfer From Infrastructure Reserve-Skate Parks	(441,731)	0	0	0	353,936	(87,795)	Reserve funding CFWD as per Skate park program expense
350850		Transfer from Infrastructure Reserve - KLLP	(681,566)	0	0	0	220,868	(460,698)	Decrease funding as per Leisureplex Improvements and Leisureplex shade playground
412854		Transfer From Plant Reserve	(586,155)	0	6,484	0	0	(579,671)	Identified savings in purchase of plant
428852		Transfer From Infrastructure Reserve-Footpaths	(2,105,397)	0	98,700	0	0	(2,006,697)	Reduce funding as per Balmoral Rd and Footpath Lighting
530858		Transfer from Infrastructure Reserve	(682,028)	0	0	0	342,741	(339,287)	Reduce funding as per LazyLands
		<b>Total</b>	<b>(5,747,647)</b>	<b>100,018</b>	<b>105,184</b>	<b>0</b>	<b>1,112,545</b>	<b>(4,429,900)</b>	

**Non-Operating Expenditure**

COA	Job	Description	Current Budget	Revision	Adjustment	Brought Forward from 14/15	Carry Forward to 14/15	Final Forecast	Comment
110502	911006	Cultural Precinct	324,392	0	0	0	(186,853)	137,539	Project reforecast as per project budget
110503	911024	SOR Telecommunications Project - Connection to Dampier, Roebourne & Wickham	130,000	0	0	0	(130,000)	0	Project expenses carried forward to 2014/15
112580		Transfer to Partnership Reserve	3,661,403	1,156,362	0	0	0	4,817,765	Increase to set aside unexpended grant funds received
202506		Buildings-Roebourne/Wickham SES	1,453,693	0	0	0	(542,559)	911,134	Project reforecast as per project budget
316506	931610	Cctv Installation	195,000	0	0	0	(195,000)	0	Project expenses (and associated reserve funding) carried forward to 2014/15
340506	943054	Roebourne Skate Park	549,806	0	0	0	(249,614)	300,192	Project reforecast as per project budget
340506	943055	Skate Park Program	141,925	0	0	0	(104,322)	37,603	Project reforecast as per project budget as RFQ not closing until 9th June
350502	935000	Karratha Leisureplex	3,368,821	0	0	0	(276,473)	3,092,348	Project reforecast as per project budget (defect period etc.)
350502	935001	Karratha Leisureplex Shade Playground	393,077	0	0	0	(165,868)	227,209	Landscaping and fencing to be complete late June
350502	935002	Leisureplex Improvements	381,852	0	0	0	(55,000)	326,852	Concrete Boom Solution CFWD to 14/15 \$20K; Kiosk Doors (fencing) CFWD to 14/15 \$10K; Hall of Fame Improvements CFWD to 14/15 \$15K; CCTV Cameras sports hall CFWD to 14/15 \$10K
380504		Purchase - Plant	116,504	0	(6,484)	0	0	110,020	Reduction to reserve funding as per identified savings
400501		Purchase - Land	0	411,275	0	0	0	411,275	Amendment as per classification of land associated with purchase of staff housing properties
400502	940080	Purchase - Buildings Housing	1,434,692	(411,275)	0	0	0	1,023,417	Amendment as per classification of land associated with purchase of staff housing properties
402558		Transfer To Waste Management Reserve	4,852,076	0	(207,648)	0	0	4,644,428	Decrease as per net Waste function
404502	940400	7 Mile Tip Bldg Improvements	2,863,617	0	(252,480)	0	0	2,611,137	Project reforecast as per project budget
420506	800012	Woodbrook Rd-Gravel Resheeting	106,741	141,749	0	0	0	248,490	Amendment as per submission to Regional Road Group
420506	800013	Roebourne Wittenoom Rd-Gravel Resheeting	290,250	7,423	0	0	0	297,673	Amendment as per submission to Regional Road Group
420506	800014	40 Mile Beach Access Rd-Gravel Resheeting	171,750	(24,991)	0	0	0	146,759	Amendment as per submission to Regional Road Group
420506	800015	Cleaverville Road Gravel Resheeting	171,750	2,223	0	0	0	173,973	Amendment as per submission to Regional Road Group
424506	942408	Park Enhancements	160,000	0	0	0	(136,935)	23,065	RFQ for construction closing 11 June
428506	945843	Footpaths - Construction	408,000	0	(248,733)	0	0	159,267	Reallocation of budget as per Footpath program
428506	945844	Footpaths-Dampier Highway Stage 2	0	0	207,898	0	0	207,898	Reallocation of budget as per Footpath program
428506	945849	Footpath Lighting Upgrade	150,000	0	(8,700)	0	0	141,300	Reallocation of budget as per Footpath program
428506	945851	Footpaths - Church Way	0	0	27,310	0	0	27,310	Reallocation of budget as per Footpath program
428506	945854	Footpaths - Balmoral Rd Across Cattrall Park	250,000	0	(90,000)	0	0	160,000	Reallocation of budget as per Footpath program
428506	945870	Footpaths - Wagari Street	0	27,050	(13,525)	0	0	13,525	Reallocation of budget as per Footpath program
432506		Upgrade Effluent Systems	230,000	0	0	0	(72,537)	157,463	\$72,537 to be CFWD in addition to 14/15 budget
436502	943609	Public Toilet Upgrade	230,000	0	0	0	(35,000)	195,000	Pegs Creek works not to be finalised in 2013/14
438506	943805	Dampier Boat Ramp Upgrade	218,868	0	0	51,068	0	269,936	Contract variation, to be complete by the end of June 2014
443506	944300	Dampier Bus Shelters	359,459	(133,934)	0	0	0	225,525	Project reforecast as per project budget
460502	946024	Karratha Airport Terminal Expansion Project	3,012,548	0	35,578	0	0	3,048,126	Project reforecast as per project budget
460506	946001	Airside Upgrade	334,271	0	(120,000)	0	0	214,271	CFWD part of airport fencing contract
460551		Transfer To Aerodrome Reserve	5,984,993	0	164,422	0	0	6,149,415	Increase as per net Airport function
		<b>Total</b>	<b>31,945,488</b>	<b>1,175,882</b>	<b>(512,362)</b>	<b>51,068</b>	<b>(2,150,161)</b>	<b>30,509,915</b>	

#### **9.4 PROPOSAL TO CHANGE THE METHOD OF RATING FOR PROPERTIES IN THE GAP RIDGE INDUSTRIAL ESTATE FROM UNIMPROVED VALUE TO GROSS RENTAL VALUE**

<b>File No:</b>	<b>RV.1</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Senior Rates Officer</b>
<b>Date of Report:</b>	<b>6 June 2014</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>1. Town Boundary Plan</b> <b>2. Subdivision Plans</b>

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#### **PURPOSE**

To provide Council with feedback regarding feedback from affected landowners prior to seeking Ministerial approval to change the method of rating for properties within the Gap Ridge Industrial Estate stage two.

#### **BACKGROUND**

At its 29 April 2014 Ordinary Council Meeting, Council resolved to:

- a) AGREE in principle to COMMENCE the process to change the method of rating from Unimproved Value to Gross Rental Value for the 33 properties located on former lots 9003 and 9005 Dampier Highway, Gap Ridge and identified below, with changes effective as at 1 July 2014;
- b) WRITE to affected landowners to advise of the proposed change and invite submissions, with the results of those submissions to be presented to the June 2014 Ordinary Council Meeting; and
- c) GRANT rating concessions, subject to Ministerial approval of the change in rating method, equivalent to the difference between the UV rates and indicative GRV rates for Gap Ridge Industrial Estate properties located on former lots 9003 and 9005 Dampier Highway Gap Ridge for the 2013/14 financial year.

Affected landowners were notified in writing of Council's resolution and invited to make a submission to Council. No submissions were received.

#### **LEVEL OF SIGNIFICANCE**

In accordance with Council Policy *CE-8 Significant Decision Making Policy*, this matter is considered to be of high significance in terms of parties affected issues.

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

Consultation has taken place with Councillors and the Executive Management Team via Briefing Sessions. Discussions have also occurred with Landgate Valuation Services in relation to this manner.

**COMMUNITY CONSULTATION**

Affected landowners were advised in writing of the proposed change and invited to make public submissions. No submissions have been received.

**STATUTORY IMPLICATIONS**

Under s 6.28 (2) of the *Local Government Act 1995*, the Minister for Local Government is responsible for determining the method of valuation of land to be used by Local Government as the method for rating.

In determining the method of valuation the Minister is to have regard to the general principle that the method for any rate on any land is to be:

- (a) Where land is used predominantly for rural purpose, the Unimproved Value (UV) of the land; and
- (b) Where the land is used predominantly for non-rural purpose, the Gross Rental Valuation (GRV) of the land

Section 6.47 of the *Local Government Act 1995* provides that a Local Government may resolve to grant concessions in relation to a rate or service charge.

**POLICY IMPLICATIONS**

*Changing Methods of Valuation of Land - Local Government Operational Guidelines - Number 02 Revised March 2012* states that each local government has a role in ensuring that the rating principles of the *Local Government Act 1995* are correctly applied to rateable land within their district such that rural land is rated on its UV and non-rural land is rated on its GRV.

**FINANCIAL IMPLICATIONS**

The financial implications of the 'Change in Rating Method' will be dependent upon the timing of the sale and subsequent issue of Title of properties comprising Stage 2 Gap Ridge Industrial Estate.

Based on the indicative Gross Rental Valuations received from Landgate Valuation Services, Council will forego total rates revenue of \$586,931 if the method of rating is changed from UV to GRV. As Council has not budgeted for this revenue, this will not impact budgeted rate revenue. That said, once the properties are developed new GRVs will be obtained which will be based on the improved nature of the properties and there will be an associated increase in rates revenue. This will diminish the differential between GRV and UV rating.

**STRATEGIC IMPLICATIONS**

This item is relevant with the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	4.d.1.1	Maximise opportunities for long term financial sustainability and equitable rating structure
Our Services:	4.d.1.1	Monitor and maintain rates property database

**RISK MANAGEMENT CONSIDERATIONS**

There are no risk management considerations applicable.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

At its 16 April 2012 Ordinary Council Meeting, Council resolved (resolution 152010) to seek approval from the Minister for Local Government to change the basis of rating from Unimproved Value to Gross Rental Value for the 23 properties situated within the Gap Ridge Industrial Estate located on former Lot 507 Dampier Highway, Gap Ridge applicable 1 July 2012.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 6.28 of the *Local Government Act 1995* RESOLVES NOT to SEEK Ministerial approval for a change to the method of rating from Unimproved Value to Gross Rental Value for the 33 properties located within the Gap Ridge Industrial Estate on land formerly titled lot 9003 and 9005, Dampier Highway, Gap Ridge.

**CONCLUSION**

Local Government has a role to ensure that the rating principles of the Local Government Act 1995 and associated regulations are applied equitably to rateable land within its district.

The existing town boundary divides the Gap Ridge Industrial Estate. The boundary is used by the Valuer General to determine the method of rating. Properties within the town boundary are rated on the basis of GRV which is substantially less than those properties external to the boundary which are considered rural and rated on the basis of UV.

The land is clearly not being used for rural purposes and should be rated on the basis of GRV.

**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 152864  
 MOVED : Cr Kickett  
 SECONDED : Cr Lally

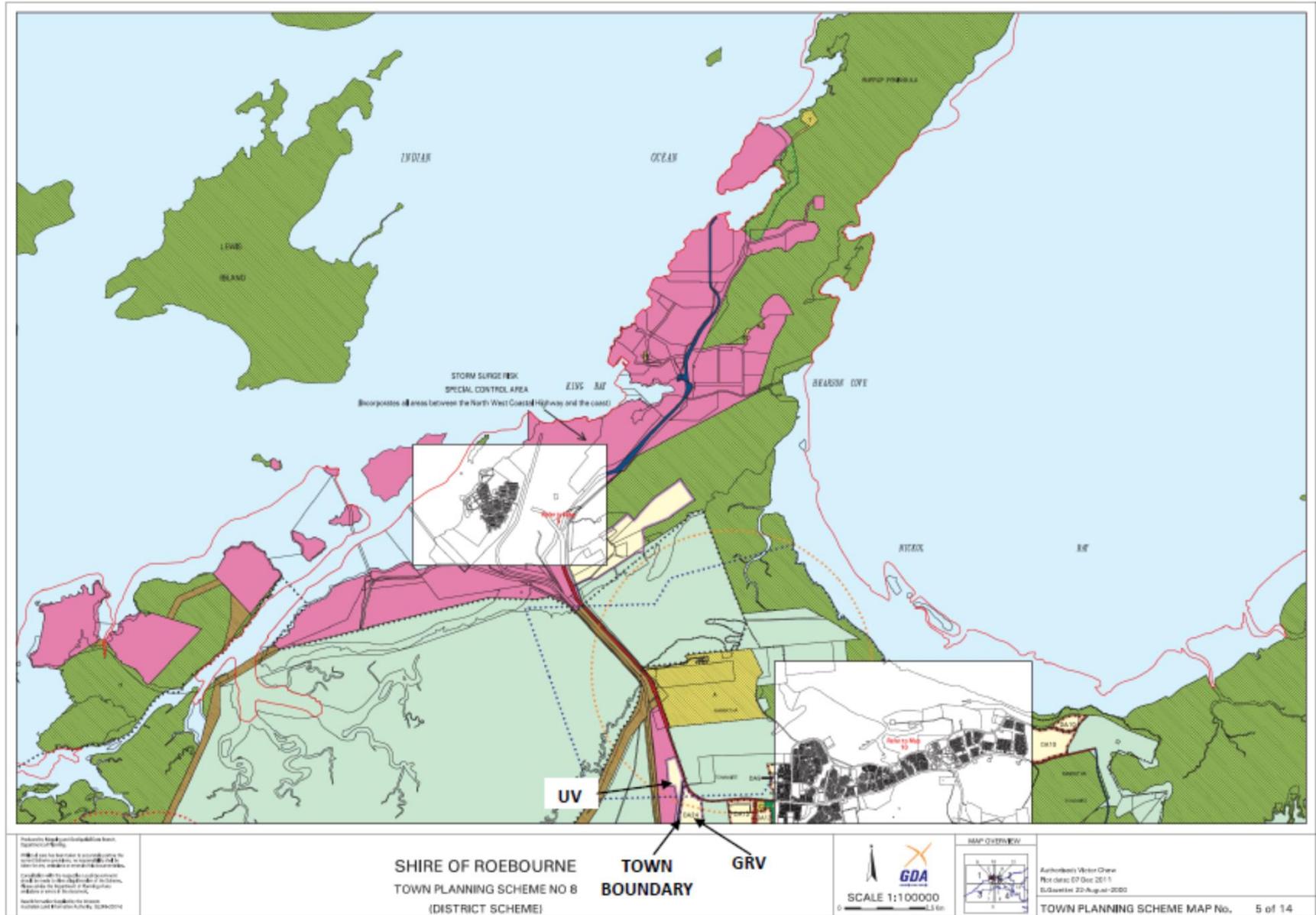
**That Council by SIMPLE Majority pursuant to Section 6.28 of the *Local Government Act 1995* RESOLVES to SEEK Ministerial approval for a change to the method of rating from Unimproved Value to Gross Rental Value for the 33 properties located on former lots 9003 and 9005 Dampier Highway, Gap Ridge (identified below) effective as at 1 July 2014.**

**CARRIED**

FOR : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
 AGAINST : Nil

SUBDIVISION - FORMER LOTS 9003 & 9005					UV Provided	Indicative GRV
Assess	Lot No	Street Name	Street	Name		
A89967	9006	STEEL	AVENUE	STATE OF WA	\$42,000,000	\$2,100,000
A89968	9	RESOURCE	ROAD	OUTBACK NETWORK PTY LTD	\$1,800,000	\$90,000
A89969	29	RESOURCE	ROAD	STATE OF WA	\$1,200,000	\$60,000
A89970	30	RESOURCE	ROAD	STATE OF WA	\$1,200,000	\$60,000
A89971	31	RESOURCE	ROAD	STATE OF WA	\$2,000,000	\$100,000
A89972	33	RESOURCE	ROAD	STATE OF WA	\$2,000,000	\$100,000
A89973	35	RESOURCE	ROAD	STATE OF WA	\$1,270,000	\$63,500
A89974	36	RESOURCE	ROAD	STATE OF WA	\$1,290,000	\$64,500
A89975	37	RESOURCE	ROAD	SC CLARKE	\$1,500,000	\$75,000
A89976	1002	RESOURCE	ROAD	STATE OF WA		Already in gazetted GRV Area
A89977	2000	RESOURCE	ROAD	LARGESTAR INVESTMENTS PTY		Already in gazetted GRV Area
A89978	9005	EXPLORATIO	DRIVE	STATE OF WA		Now subdivided
A90110	301	OXIDE	LOOP	STATE OF WA	\$510,000	\$25,500
A90111	302	OXIDE	LOOP	STATE OF WA	\$500,000	\$25,000
A90112	303	OXIDE	LOOP	STATE OF WA	\$500,000	\$25,000
A90113	304	OXIDE	LOOP	STATE OF WA	\$500,000	\$25,000
A90114	305	OXIDE	LOOP	STATE OF WA	\$960,000	\$48,000
A90115	306	OXIDE	LOOP	STATE OF WA	\$500,000	\$25,000
A90116	307	OXIDE	LOOP	STATE OF WA	\$500,000	\$25,000
A90117	308	OXIDE	LOOP	STATE OF WA	\$500,000	\$25,000
A90118	309	OXIDE	LOOP	STATE OF WA	\$490,000	\$24,500
A90119	310	OXIDE	LOOP	STATE OF WA	\$640,000	\$32,000
A90120	311	OXIDE	LOOP	STATE OF WA	\$675,000	\$33,750
A90121	312	OXIDE	LOOP	LE TAYLOR	\$480,000	\$24,000
A90122	313	OXIDE	LOOP	STATE OF WA	\$480,000	\$24,000
A90123	314	OXIDE	LOOP	STATE OF WA	\$480,000	\$24,000
A90124	315	OXIDE	LOOP	STATE OF WA	\$480,000	\$24,000
A90125	316	OXIDE	LOOP	NAPIER SUPERANNUATION PTY	\$470,000	\$23,500
A90126	317	OXIDE	LOOP	STATE OF WA	\$650,000	\$32,500
A90127	318	OXIDE	LOOP	STATE OF WA	\$645,000	\$32,250
A90128	319	OXIDE	LOOP	STATE OF WA	\$630,000	\$31,500
A90129	320	OXIDE	LOOP	STATE OF WA	\$540,000	\$27,000
A90130	321	OXIDE	LOOP	STATE OF WA	\$580,000	\$29,000
A90131	322	OXIDE	LOOP	STATE OF WA	\$570,000	\$28,500
A90132	323	OXIDE	LOOP	STATE OF WA	\$720,000	\$36,000
A90133	8001	OXIDE	LOOP	STATE OF WA	\$350,000	\$17,500

\* Please note - UV's in red are estimates provided by Shire Officers





## 9.5 REVIEW OF DELEGATED AUTHORITIES

<b>File No:</b>	<b>CM.112</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Manager Governance and Organisational Strategy</b>
<b>Date of Report:</b>	<b>26 May 2014</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Delegations and Authorisations Register 2014</b>

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### **PURPOSE**

To review and determine delegations and authorisations provided by Council to the Chief Executive Officer and other Shire staff over and above powers otherwise provided through the *Local Government Act 1995* and other relevant legislation.

### **BACKGROUND**

#### Delegations

Throughout the course of the year, delegations are put in place for specific matters or for ongoing routine procedures in terms of decision making functions.

Each year Council has the opportunity to review existing delegations and provide additional delegations or withdraw any delegations if so required. Delegations are required to follow particular processes and additionally there are limitations on what can be delegated. This information is detailed in the 'Statutory Implications' section of this report (below).

Council can also delegate functions under legislation, other than the *Local Government Act 1995*, provided that there is a power of delegation within the relevant legislation. In some circumstances, sub-delegation to an officer by the Chief Executive Officer may not be permitted, therefore the delegation will need to be made to an officer directly by Council.

#### Authorisations

An authorisation is where a person or body is given permission to perform a specific statutory function in their own right (as distinct from a delegation).

Unlike delegations made under the *Local Government Act 1995*, there is not a legislative requirement for authorisations to be reviewed. The *Local Government Act 1995* empowers a local government to appoint 'authorised persons', which power can in turn be sub-delegated to the Chief Executive Officer. In order for authorisations to be made under legislation other than the *Local Government Act 1995*, there must be a power to authorise within the relevant legislation. In some circumstances, only the local government can appoint 'authorised persons/officers' because no powers to delegate exist in some legislation (e.g. under s.38(3) of the *Control of Vehicles (Off-Road) Areas Act 1978* a resolution is required to appoint 'authorised officers').

Review of Existing Delegations and Amendment

The current Delegations and Authorisations Register (Attachment 1) has been reviewed and separately refers to:

- Authorisations by Local Government;
- Authorisations by Chief Executive Officer; and
- Delegations.

The updated Delegations and Authorisations Register also provides details of the positions that hold the relevant delegation or authorisation.

Under s.5.46(3) of the *Local Government Act 1995*, delegates who are appointed under the *Local Government Act 1995* are to keep a written record of each occasion on which they exercise the powers or discharge the duties delegated to them. Accordingly, a section has been included in the new Delegations and Authorisations Register detailing what is considered to be the appropriate record of use.

No new authorisations or delegations have been added, however necessary amendments are proposed to current delegations and authorisations as a result of changes in the organisation structure and employee titles in the business areas of Building Services and Planning Services.

The following material changes have been proposed to the Register:

<b>Authorisation from the Local Government</b>		
Authorisation 9	Dog Act – Registration Officers	Added Customer Service Supervisor, Corporate Services Administration Assistant and Roebourne Library Officers
Authorisation 24	Cat Act 2011 - Registration Officers	Added Corporate Services Administration Assistant and Roebourne Library Officers
<b>Delegations from the Local Government:</b>		
Delegation 1	Appointment of Acting CEO	Added clarity to the conditions of appointment inferring full responsibilities shall be applied unless expressly written otherwise
Delegation 6	Payment of rates by instalment or special arrangement	Added a sub delegation to the Director Corporate Services with same conditions imposed on CEO from the Council
Delegation 7	Payment of other debts by instalments or special arrangement	Added a sub delegation to the Director Corporate Services with same conditions imposed on CEO from the Council.
Delegation 11	Concessions on Fees for Council Facilities	Add to sites listed “Seven Mile Landfill Facility” and “Frank Butler Community Centre” and replace “Karratha Entertainment Centre” with “Karratha Leisureplex”; Add sub delegation to Director Strategic Projects and Infrastructure for 7 Mile Landfill Facility
Delegation 15	Disposal of Property	Proposal to change delegation into two parts; (i) the maximum value whereby leased property can be disposed of shall remain at \$20,000; include the leasing of Shire owned residential property for staff housing; add sub delegation to the Director Corporate Services for this part;

		(ii) the maximum value for property to be disposed of is increased from \$20,000 to \$50,000 or if it is by trade-in, the maximum value is \$100,000; Add sub delegation to Director Strategic Projects and Infrastructure for Depot and Fleet disposals
Delegation 34	Town Planning Approvals	Added “applications for advertisements”; Removed “minor proposed amendments to development plans”.
Delegation 40	Town Planning – Written Directions in relation to unauthorised development	Removed power to sub-delegate by CEO
Delegation 41	Town Planning Development Plans	Added power to “determine minor proposed amendments to development plans

The Appendix for one off delegations has been amended to reflect delegations that currently remain outstanding.

**LEVEL OF SIGNIFICANCE**

Delegated powers are considered to be a significant power for a local government. The ability to discharge a function through a delegation streamlines decision making and outcomes.

**COUNCILLOR/OFFICER CONSULTATION**

Consultation has occurred with Officers across the organisation.

**COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

Sections 5.42 – 5.46 of the *Local Government Act 1995* legislates Council’s ability to delegate functions to the Chief Executive Officer. Delegations can also be provided to Committees under sections 5.16 – 5.18 of the *Local Government Act 1995*.

Section 5.44 of the *Local Government Act 1995* also allows for the Chief Executive Officer to delegate to any employee the exercise of any of the CEO’s powers or the discharge of duties, other than the power of delegation.

Section 5.46 of the *Local Government Act 1995* provides that the local government is to undertake annual reviews of any delegations it has provided to the Chief Executive Officer or to various committees.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

There are no financial implications.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program: 4.c.2.1 Maintain corporate information to enhance accountability and compliance.  
Our Services: 4.c.2.1.2 Review delegated authorities.

**RISK MANAGEMENT CONSIDERATIONS**

There are no specific risk management considerations applicable. With all delegations, the act of delegating is based on the premise that the person or committee receiving the delegation has the appropriate skills and qualifications to make decisions on behalf of Council. This is a matter that needs to be reviewed by the delegator periodically as staff within the organisation change and as work priorities alter.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

All delegations are reviewed annually.

**VOTING REQUIREMENTS**

Absolute Majority

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by ABSOLUTE Majority pursuant to Sections 5.16, 5.42 and 5.46 of the *Local Government Act 1995* RESOLVES to ENDORSE the Delegations and Authorisations Register as issued by Council to the Chief Executive Officer (Attachment 1) with the following variations and/or new delegations:

- a) \_\_\_\_\_
- b) \_\_\_\_\_.

Option 3

That Council by Simple Majority pursuant to Sections 5.46 of the *Local Government Act 1995* RESOLVES to DEFER consideration of the Delegations and Authorisations Register pending further review.

**CONCLUSION**

Delegations and authorisations streamline decision making and outcomes in the discharge a Council functions. There is statutory a requirement to review all delegations provided to Officers and committees on an annual basis. This review has been conducted and is presented for Council consideration.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152865

**MOVED** : Cr Vandenberg

**SECONDED** : Cr Harris

**That Council by ABSOLUTE Majority pursuant to Sections 5.16, 5.42 and 5.46 of the *Local Government Act 1995* RESOLVES to ENDORSE the Delegations and Authorisations Register (Attachment 1).**

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor,  
Cr Smeathers, Cr Vandenberg, Cr White-Hartig

**AGAINST** : Nil



## 10 COMMUNITY SERVICES

Cr White-Hartig declared an Impartiality interest in Item 10.1 Major Events Sponsorship Scheme Budget Allocation FY14/15 as Cr White-Hartig is the President of the Wickham Community Association which is a partner in the Footy Show proposal.

### 10.1 MAJOR EVENTS SPONSORSHIP SCHEME BUDGET ALLOCATION FY14/15

<b>File No:</b>	<b>RC.120</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Events Coordinator</b>
<b>Date of Report:</b>	<b>29 May 2014</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<ol style="list-style-type: none"><li><b>1. Confidential - Application Evaluation Report – FeNaCING</b></li><li><b>2. Confidential - Application Evaluation Report – Nor West Jockey Club</b></li><li><b>3. Confidential - Application Evaluation Report – Pilbara Girl</b></li><li><b>4. Confidential - Application Evaluation Report – Tura New Music</b></li><li><b>5. Confidential - Application Evaluation Report – City of Karratha Open for Business</b></li><li><b>6. Confidential - Application Evaluation Report – Pilbara Footy Show Community Trip</b></li></ol>

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#### **PURPOSE**

For Council to consider the six (6) applications that have been received under the Major Events Sponsorship Scheme.

#### **BACKGROUND**

At the 2014 April OCM Council resolved to revise the Sponsorship Scheme Policy CS-22 to realign its purpose and objectives to attract and retain major events within the Shire of Roebourne that provide a platform on which the Shire can promote itself, generate content for marketing purposes, deliver a positive economic impact and engage a wide audience. (Resolution 152826)

Officers have received the first round of applications for this sponsorship which have been evaluated against the set of criteria outlined in Policy CS-22, with this report putting forward Officers recommendations on which of these applications should be sponsored through the Major Events Sponsorship Scheme. The policy and evaluations are linked to the Vision and

Values adopted through the Shires Events and Festivals Business Plan (EFBP). The EFBP indicates the following;

**VISION:** To ensure every person living in the Shire of Roebourne has the opportunity to participate in events and festivals which are relevant, exciting and high quality.

**VALUES:** diverse, entertaining, vibrant, community-focussed & evolving.

The specific criteria to evaluate submissions as detailed within Council Policy CS22 is detailed below;

- strategic fit
- value for money
- audience development/values of excellence & diversity
- genre
- venue suitability
- production capability
- timing

To date six completed applications have been received and assessed. These are subject to Council consideration in this report. The table below summarises the Officer's recommendations for funding allocation. Evaluation reports for each application are included as confidential attachments.

<b>Applicant</b>	<b>Project/Description</b>	<b>Sponsorship Value</b>	<b>Recommended</b>
Dampier Lions Club	Requested for 2014 FeNaCING, specifically towards family activities and fireworks. Also includes in-kind components	\$60,000 cash \$23,345 in-kind	Yes
The basis for this recommendation is that FeNaCING is the longest running single event in the Shire's history and is well attended by the community. There is enormous opportunity for the event to be improved and to continue to an important annual community event on the regions calendar. The large number of attendees and economic stimulus is positive.			
Nor West Jockey Club	Funding is for the 2014 race meet calendar, includes 4 days. Also includes naming rights for the Harding Cup (Ladies Day)	\$18,000 cash \$9000 in-kind	Yes
The basis for this recommendation is that the Roebourne Races are well established and well attended by a broad range of the community. Officers consider there is a great opportunity for improvement in the overall presentation and profile of the races and Officers consider there is significant opportunity to work with the club in the future direction of this major event.			
Tura New Music	The request is for the 2014 Tura New Music "Presence Tour". This includes indigenous didgeridoo artists, with shows in Roebourne and at Hearson Cove, as well as a significant audience development program.	\$30,000 cash \$1500 in-kind	Yes
Officers consider this event is a relatively high investment for the outcomes derived. However, the event does offer something unique and includes a community development component as an added value item. The Shire will work with organisers to improve			

attendance, presentation and ensure community feedback is secured to guide future decisions to sponsor as it is expected this event will be applied for again in 2015.	
<b>RECOMMENDED SPONSORSHIP TOTAL</b>	<b>\$141,845</b>

<b>Applicant</b>	<b>Project/Description</b>	<b>Sponsorship Value</b>	<b>Recommended</b>
CrocMedia	To deliver an “un-plugged” AFL Footy Show in October 2014.	\$100,000 cash	No
<p>Very little ongoing value is offered by the proposal in its current form of two years. The level of investment is very high and will limit the opportunity the Shire has to secure more advantageous events for a three year period – 2014/2015/2016. The 2015 live broadcast component should be pursued as a standalone event in 15/16. The basis for this decision is that the Pilbara Footy Show Community Trip Unplugged does not deliver any measurable economic impact or profiling opportunity for the Shire. Nor does it present an opportunity for large portions of the community to be involved given capacity issues of the venue.</p>			
KDCCI	Funding requested for the 2014 City of Karratha Open for Business expo in Perth, which aims to encourage business development in the Shire.	\$27,500 cash	No – moved to ED
<p>While the initiative is sound and the longer term outcomes for business development within the Shire are there, this event does not sit within the intent or objectives of the Major Events Sponsorship Scheme. The basis for this decision is that the City of Karratha Open for Business event is an economic and business development initiative which should be supported via Economic Development.</p>			
BAMA	Funds requested for 2014 Pilbara Girl, which aims to attract young indigenous women into workshops that address contemporary issues.	\$6000 cash \$2920 in-kind	No
<p>The basis for this recommendation is that the Pilbara Girl program does not meet the criteria of being a major event. Very few community members are engaged by the program and very little economic impact or media impact can be demonstrated. The program does not satisfy provide broad community appeal or ongoing economic or profiling outcomes for the region. While there are some positive outcomes for those involved in the program, it is not an appropriate project to be funded through this Scheme.</p>			

**LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

Consultation has occurred via the Evaluation Panel made up of Leisure Services Officers, and subsequent liaison with the Director Community Services and the Chief Executive Officer.

## **COMMUNITY CONSULTATION**

Officers have worked directly with incumbent applicants as well as new applicants seeking sponsorship for new initiatives. A number of the previously sponsored projects through the previous Sponsorship Scheme will no longer satisfy the criteria of the Major Events Sponsorship Scheme and is reflected in the Officers recommendations, based on a thorough assessment of their applications.

It is important to note that the applicants considered in this group are only the first group to be assessed. Officers will be proactively seeking new proposals from targeted organisations in an effort to secure the types of events that fit within the Shire's strategic direction. It is expected that the next round of applicants will be presented to Council for consideration in October, and potentially another round in the first quarter of 2015, ensuring total expenditure of \$500,000 (potentially reduced to \$432,500 if the KDCCI and Small Business Centre sponsorships are redirected to another area for management) by June 2015.

## **STATUTORY IMPLICATIONS**

Section 3.18 of the *Local Government Act 1995*.

## **POLICY IMPLICATIONS**

The allocation of Major Events Sponsorship Scheme budget is underpinned by Policy CS-22 as endorsed by Council at the 2014 April OCM, Resolution Number 152826.

## **FINANCIAL IMPLICATIONS**

An allocation of \$500,000 (potentially reduced to \$432,500 if the KDCCI and Small Business Centre sponsorships are redirected to another area for management) for the 2014/15 budget has been proposed to support the Major Events Sponsorship Scheme. Should Officers recommendation be supported, roughly 32% of the proposed budget will be committed.

All future initiatives brought to the Shire for consideration that are not structured as a major event nor deliver outcomes in line with the vision and objectives of the Policy, will be assessed as to their relevance to other areas of the Shire for support. For example, initiatives focused on business or economic development will be directed to Economic Development for consideration, initiatives/events/projects focused on community development outcomes will be directed to the Community Development team.

## **STRATEGIC IMPLICATIONS**

This item is relevant with the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2012-2013 provided for this activity:

Our Program:	1.f.1.5	Identify potential sponsorship and grant funding opportunities.
Our Services:	1.f.1.5.1	Provide responsive and effective Community Grant and Sponsorship Opportunities to assist with community engagement projects and strategies.

## **RISK MANAGEMENT CONSIDERATIONS**

There are no risk management considerations applicable.

## **IMPACT ON CAPACITY**

There is no impact on capacity or resourcing to carry out the Officer's recommendation other than that allowed for in the current Events & Festivals Business Plan and Workforce Plan.

**RELEVANT PRECEDENTS**

Council has previously supported sports, cultural and business events through the Annual Community Sponsorship Scheme or with individual sponsorship agreements.

The revised Major Events Sponsorship Scheme provides Council with the opportunity to realign its focus to attract major events to the region by enhancing the funding allocation and access to Shire event expertise.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to MODIFY the amount and/or submissions received as per Council’s determination:

<b>Applicant</b>	<b>Project</b>	<b>Sponsorship Value</b>	<b>Council Determination</b>
Dampier Lions Club	2014 FeNaCING	\$60,000 cash \$23,345 in-kind	
Nor West Jockey Club	14/15 Roebourne Races	\$18,000 cash \$9000 in-kind	
Tura New Music	2014 The Presence Tour	\$30,000 cash \$1500 in-kind	
CrocMedia	2014 Footy Show Community Trip	\$100,000 cash	
KDCCI	2014 City of Karratha Open for Business	\$27,500 cash	
BAMA	2014 Pilbara Girl	\$6000 cash \$2920 in-kind	
<b>RECOMMENDED SPONSORSHIP TOTAL</b>		<b>\$141,845</b>	

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to DEFER the matter pending further information from Officer’s on specific projects.

**CONCLUSION**

Council’s vision to use invest in the growth and attraction of major events to the Shire will deliver significant economic and profiling impact over time. With the revision and introduction of the new Policy CS-22 the opportunity exists to review and prioritise sponsored events that most closely align with the vision and outcomes outlined in the Events & Festivals Business Plan in relation to attracting major events to the Shire.

Officers have thoroughly evaluated each of the applications received and recommended those that present the most advantageous outcomes for the Shire and align most closely with the key criteria set out in the Policy.

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**COUNCIL RESOLUTION**

Res No : 152866  
 MOVED : Cr Smeathers  
 SECONDED : Cr Lally

That Council suspend Standing Orders at 7.08 pm to allow for open discussion of this item.

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**COUNCIL RESOLUTION**

Res No : 152867  
 MOVED : Cr Miller  
 SECONDED : Cr Bailey

That Council resume Standing Orders at 7.23 pm.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 152868  
 MOVED : Cr Lally  
 SECONDED : Cr Harris

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to CONSIDER financial support for organisations detailed below as part of the Major Events Sponsorship Scheme in the 2014/15 draft budget:

Applicant	Project	Sponsorship Value
Dampier Lions Club	2014 FeNaCING	\$83,345
Nor West Jockey Club	14/15 Roebourne Races	\$27,000
Tura New Music	2014 The Presence Tour	\$31,500
<b>RECOMMENDED SPONSORSHIP TOTAL</b>		<b>\$141,845</b>

**CARRIED 6-5**

FOR : Cr Long, Cr Harris, Cr Kickett, Cr Lally, Cr Smeathers, Cr Vandenberg  
 AGAINST : Cr Bailey, Cr Hipworth, Cr Miller, Cr Saylor, Cr White-Hartig

**10.2 STATEMENT OF COMMITMENT TO INDIGENOUS ENGAGEMENT**

<b>File No:</b>	<b>CR.75</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Community Development Officer</b>
<b>Date of Report:</b>	<b>23 May 2014</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Statement of Commitment to Indigenous Engagement</b>

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**PURPOSE**

To seek Council endorsement of the draft Statement of Commitment to Indigenous Engagement.

**BACKGROUND**

Given the importance of Indigenous history and heritage to the region and the significant Indigenous population residing within the Shire, it has previously been suggested that Council initiate the process of Indigenous Engagement. This would enable the Shire to enhance its community leadership profile by documenting its advocacy, respect for and commitment to the Indigenous community.

Various strategies and approaches to support this recommendation were considered by Officer's (as presented to Council at the April briefing), with in-principle support provided by Council to the development of a Statement of Commitment. A Statement of Commitment provides the vision and direction of the Shire as an organisation to Indigenous Engagement, and demonstrates its commitment to the development of a consultative, holistic, well informed and inclusive strategy.

Historical and political precedents that were examined throughout the development of the draft Statement of Commitment are as follows:

- In May 1995, the National inquiry into the separation of Aboriginal and Torres Strait Islander children from their families was conducted in response to their efforts by key Aboriginal agencies and communities to increase public attention to this issue. The report of the inquiry, Bringing them home, was tabled in Parliament on 26 May 1997.
- The report recommended all Australian Parliaments, Police Forces, Churches and other involved Non-Government agencies officially acknowledge the responsibility of their predecessors for the laws, policies and practices of forcible removal and issue and apology in recognition of their responsibility.
- On 13 February 2008 the then Prime Minister, the Hon Kevin Rudd MP, moved a motion of Apology to Australia's Indigenous Peoples with specific reference to the Stolen Generations. By acknowledging and paying respect, Parliament laid the foundations for healing to take place and for a reconciled Australia in which everyone belongs.

The vision for reconciliation involves building mutually respectful relationships between Indigenous and other Australians. Achieving reconciliation involves raising awareness and knowledge of Indigenous history and culture, changing attitudes and encouraging actions where everyone plays their part in building relationships between fellow Australians.

The Statement of Commitment to Indigenous Engagement is the Shire’s response to the following outcomes of the Community Strategic Plan 2012 – 2022:

**Our Outcome**

1.f	<i>Enhanced community pride, safety, services and community facilities that provide a sense of belonging</i>
4.c	<i>Continuous improvements, innovations and progression through the organisation</i>

Key elements of the Statement of Commitment are as follows:

The Shire of Roebourne recognise that Aboriginal people are the traditional custodians of this land and have a deep historical and spiritual connection to country, waterways, rivers and seas within our region.

Council acknowledges that the Indigenous Australian culture continues to strengthen and enrich our community and that the area is now occupied by people who are drawn from many different lands that share values of tolerance and respect to one another.

For the Shire of Roebourne, the Statement of Commitment to Indigenous Engagement is an acknowledgement of past practices and policies across all levels of government, which impacted on the social and emotional wellbeing of Aboriginal people. This Statement of Commitment means building cultural competence and making a formal commitment to embark on a process of Reconciliation.

It is proposed that the Shire of Roebourne will seek to:

- Forge stronger relationships, a deeper respect and identify more possibilities for Indigenous Australians
- Ensure the Shire of Roebourne remains a place where people of all cultures are welcome, respected, experience freedom and contribute to life in the local community.
- Improve the overall wellbeing of our Indigenous communities and in particular, provide opportunities that may lead to better outcomes for Indigenous people within our towns.

It is proposed that the Shire of Roebourne will commit to:

- Adopting a shared responsibility to a whole of organisation approach and active engagement with Indigenous Australian people
- Building mutually respectful relationships between Indigenous and other Australians that allow us to work together to solve problems and generate success that is in everyone’s best interest.
- Developing a three stage Indigenous Engagement Strategy (Listening; Visioning; Voicing) throughout the 2014-2016 period.

If endorsed by Council, Officer’s suggest that NAIDOC week (5 – 13 July) would provide the ideal opportunity to convey messages contained within the Statement of Commitment.

**LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of moderate significance in terms of social issues / cultural & wellbeing issues due to the Statement of Commitment to Indigenous Engagement being the first stage of Council embarking on a process of Reconciliation.

### **COUNCILLOR/OFFICER CONSULTATION**

The Community Development team have worked extensively on the draft Statement of Commitment to Indigenous Engagement for several months, in consultation with Executive Management Team and Council. The proposed approach to Indigenous Engagement was presented to Council at the April briefing and in-principle support was given at that time.

### **COMMUNITY CONSULTATION**

The Manager of Community and Engagement and the Community Development Officer have consulted with a range of Aboriginal corporations and groups to seek the views of the local community in relation to the Statement of Commitment to Indigenous Engagement and the future direction of the organisation. The consulted corporations include; Ngarluma Aboriginal Corporation, Murujuga Aboriginal Corporation, Juluwarlu Group Aboriginal Corporation, Yindjibarndi Aboriginal Corporation, Wiru-murra Yindjibarndi Corporation, Ngarluma Yindjibarndi Foundation Limited and Kuruma Marthudunera Limited.

All corporations that were consulted provided in principle support to the Shire of Roebourne making a formal Statement of Commitment to Indigenous Engagement, and the future direction of the organisation in this area. In general, comments have been welcoming and supportive of the Shire's approach.

### **STATUTORY IMPLICATIONS**

Section 3.18 of the *Local Government Act 1995*.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

A draft budget of \$5,000 has been allocated to 2014/15 financial year for Indigenous Engagement initiatives. This budget will allow Council to embark on a process of Reconciliation that is based on listening, understanding, recognition, appreciation and move towards achieving sustainable outcomes for a better future.

### **STRATEGIC IMPLICATIONS**

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	1f.2.1	Conduct annual review of Arts and Culture Plan
Our Services:	1.f.2.1.2	Continue to conserve, enhance and promote Cultural Heritage.
	1.f.2.1.3	Continue to support cultural diversity and unity
	1.f.2.1.4	Promote participation in cultural development and cultural activities.
	1.f.2.1.6	Continue to develop Cultural Services, Infrastructure and Activities.
Our Program:	1.f.4.2	Provide support to local community groups and local service providers for community engagement events, projects, programs and activities.
Our Services:	1.f.4.2.5	Continue to provide and support range of celebratory community events and ceremonies.
	1.f.4.2.7	Continue to support presentation of National Aboriginal and Islanders Day observance Committee (NAIDOC) Week activities to towns with the Shire of Roebourne.

**RISK MANAGEMENT CONSIDERATIONS**

There may be a reputational risk to the Shire of Roebourne if Council do not wish to support the Officer's recommendation.

**IMPACT ON CAPACITY**

There is no impact on capacity or resourcing to carry out the Officer's recommendation. The development of the three stage Engagement Strategy will have an impact on capacity in the future, as it will be expected all Departments will contribute and actively engage in the implementation of agreed outcomes.

**RELEVANT PRECEDENTS**

There are no relevant precedents related as a formal Indigenous Engagement Strategy is a new program area for Council.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to REJECT the Statement of Commitment as presented and provide direction on an alternate approach.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ENDORSE the Statement of Commitment to Indigenous Engagement noting the following alterations:

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

**CONCLUSION**

The proposed Statement of Commitment to Indigenous Engagement is an acknowledgement of past practices and policies across all levels of government, which impacted on the social and emotional wellbeing of Aboriginal people. The draft Statement of Commitment aims to build cultural competencies and makes a formal commitment to embark on a process of Reconciliation.

The vision for reconciliation involves building mutually respectful relationships between Indigenous and other Australians. The draft Statement of Commitment builds the foundation for a three stage Indigenous Engagement Strategy (Listening; Visioning; Voicing) throughout the 2014-2016 period.

If endorsed by Council, Officer's suggest that NAIDOC week (5 – 13 July) would provide the ideal opportunity to convey messages contained within the Statement of Commitment.

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**COUNCIL RESOLUTION**

Res No : 152869  
MOVED : Cr Hipworth  
SECONDED : Cr Saylor

That Council suspend Standing Orders at 7.28 pm to allow for open discussion of this item.

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**COUNCIL RESOLUTION**

Res No : 152870  
MOVED : Cr Miller  
SECONDED : Cr Lally

That Council resume Standing Orders at 7.31 pm.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 152871  
MOVED : Cr Kickett  
SECONDED : Cr Vandenberg

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ENDORSE the Statement of Commitment to Indigenous Engagement as presented.

**CARRIED 7-4**

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FOR : Cr Long, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Smeathers, Cr Vandenberg  
AGAINST : Cr Bailey, Cr Miller, Cr Saylor, Cr White-Hartig  
REASON : Councillors requested their reason for being against the motion be recorded in minutes based on the following - Crs Bailey, Miller, Saylor and White-Hartig supported the Statement of Commitment to Indigenous Engagement in principle, though considered more clarity and consultation was needed around the wording.



## 11 DEVELOPMENT SERVICES

### 11.1 PROPOSED REGIONAL IMPROVEMENT PLANS AND IMPROVEMENT SCHEMES FOR ANKETELL AND MAITLAND INDUSTRIAL ESTATES

<b>File No:</b>	<b>LP.70</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Manager Planning Services</b>
<b>Date of Report:</b>	<b>30 May 2014</b>
<b>Applicant/Proponent:</b>	<b>Department of State Development / Western Australian Planning Commission</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Shire letter to WAPC Chairman</b>

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#### **PURPOSE**

For Council to consider the proposal to introduce regional Improvement Plans and Improvement Schemes for Anketell and Maitland Industrial Estates and to convey a position to the Minister for Planning and Western Australian Planning Commission (WAPC) on this proposal.

#### **BACKGROUND**

**Improvement Plans** are strategic instruments used to facilitate development of land in areas identified by the WAPC as requiring special planning. Improvement Plans do not have statutory effect. They do not remove the land from the existing local planning schemes. As such, development undertaken under an Improvement Plan is subject to the usual local planning scheme requirements. **Improvement Schemes**, however, have priority over local planning schemes. In an Improvement Scheme area, the WAPC is the development control authority and has responsibility for determining applications. The WAPC may, however, decide to delegate these powers to other bodies, including the relevant local government.

On 31 March 2014 the Department of State Development (DSD) Deputy Director General advised the Shire CEO via teleconference that DSD would be requesting the WAPC prepare an Improvement Plan for Anketell, with an aim to have an Improvement Plan in place by Q3 2014.

On 14 April 2014, DSD's A/Director General wrote to the WAPC Chairman recommending the Minister for Planning prepare Improvement Plans for Maitland, Anketell and Ashburton North Strategic Industrial Areas. The letter identifies the Improvement Plan and Improvement Scheme Framework as DSD's preferred method for planning strategic industrial areas, as endorsed by the State's Industrial Land Supply Taskforce. The letter notes contact with both the Shire of Roebourne and Shire of Ashburton, offers detailed briefings for planning staff and states an intention to engage collaboratively throughout the planning process.

WAPC Planning Bulletin 104/2010 states:

- Improvement Schemes are only intended to be used in limited circumstances where the WAPC believes an improvement Scheme is the best mechanism available to achieve objectives for the subject land.
- Improvement Schemes take substantial time to prepare and are only short-term instruments used to facilitate immediate development.
- The WAPC looks at alternative long-term mechanisms before making a decision about the course of action it will take.
- To determine if an Improvement Scheme is appropriate, the WAPC considers why the land requires special planning, the outcomes that are desired and the objectives and intent of the Improvement Scheme prepared under the Improvement Plan.

The Department of Planning has confirmed that the DSD request for the WAPC to recommend the Minister approve initiation of Improvement Plans for Maitland, Anketell and Ashburton North Strategic Industrial Areas was presented to the WAPC's 27 May 2014 meeting. At the time of writing notification of the WAPC resolution was pending.

On 22 May 2014 the Shire CEO wrote to the WAPC Chairman to convey initial thoughts on the DSD request prior to any formal consideration by the WAPC (**Attachment 1**). The letter states the Shire's support for any initiative that aids effective, efficient delivery of the Anketell and Maitland industrial estates, highlights the Shire's strong track-record in helping facilitate significant resource development projects and offers to work with the State Government whichever framework is considered most efficient and effective. The letter also states the Shire's interest in being delegated decision making powers by the WAPC to determine applications in an efficient way, should Improvement Schemes be introduced.

#### **LEVEL OF SIGNIFICANCE**

In accordance with Council Policy *CE-8 Significant Decision Making Policy*, this matter is considered to be of high significance in terms of the current and future social and economic wellbeing of the Shire and Council's ability to perform its role.

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

The WAPC Chairman has agreed to visit Karratha on Thursday 19 June 2014 to discuss firsthand with Councillors, the implications of the proposed Improvement Plans and Improvement Schemes.

#### **COMMUNITY CONSULTATION**

An Improvement Scheme must be prepared and publicly advertised in the same way as a local planning scheme.

#### **STATUTORY IMPLICATIONS**

Section 119(3B) of the *Planning and Development Act 2005* requires the WAPC to consult with local governments before recommending to the Minister that an Improvement Plan is made. Following gazettal of a notice regarding the Improvement Plan, the Minister must lay a copy of the Improvement Plan before each House of Parliament.

#### **POLICY IMPLICATIONS**

Shire of Roebourne local planning policies, such as DP20 Social Impact Assessment, are given statutory effect under Shire of Roebourne Town Planning Scheme No.8. The degree to which these local planning policies will be given statutory effect under an Improvement Scheme will depend on whether and how they are referred under the Improvement Scheme.

**FINANCIAL IMPLICATIONS**

The introduction of the WAPC as the development control authority with responsibility for determining development applications in Improvement Scheme areas would impact the Shire's potential to collect planning application fees for applications in those areas.

The potential financial losses in application fees as a result of introducing an Improvement Scheme would be far outweighed by the strategic benefits in achieving development of these strategic industrial estates.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Shire's approved Strategic Community Plan 2012 - 2022 and Corporate Business Plan 2012 - 2016. In particular the Operational Plan 2013-2014 provides for this activity:

Our Program:           1.f.7.1                   Liaise with relevant agencies for implementation of State and Local Planning Policies

**RISK MANAGEMENT CONSIDERATIONS**

The CEO's letter to the WAPC Chairman highlights potential issues regarding lack of local engagement and input and seeks some early discussion on how appropriate consultation and involvement will be undertaken with the Shire and the local community.

There is a risk to the local economy if Anketell and/or Maitland are not developed. The State Government is seeking a stronger stake in delivering these strategic industrial estates by introducing Improvement Plans and Improvement Schemes. This should be considered a positive step. If these strategic industrial estates are not delivered through the introduction of Improvement Plans and Improvement Schemes, however, the decision to introduce Improvement Plans and Improvement Schemes will be questioned.

It is expected that delivery of these strategic industrial estates will bring substantial benefits and opportunities to the local community and local economy. If delivery of these strategic industrial estates does not yield the expected flow-on benefits and opportunities for the local community, then questions will be asked about the attention to addressing local issues. This is a risk to the State Government that can be reduced by engaging the local government in the process.

**IMPACT ON CAPACITY**

If Improvement Schemes are to be introduced, then the Shire should request fees for service for local government work in assisting the WAPC process and administer planning applications be provided for, as provided for under the *Planning and Development Regulations 2009*.

**RELEVANT PRECEDENTS**

An Improvement Plan for the Browse LNG Precinct was initiated by the WAPC in September 2012 and gazetted on 29 January 2013. The Browse Improvement Plan authorises the making of an Improvement Scheme, although an Improvement Scheme has not yet been gazetted.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority in pursuance of Section 3.18 of the *Local Government Act 1995* RESOLVES to ADVISE the Minister for Planning and Chairman of the Western Australian Planning Commission that Council does not support the introduction of an Improvement Plan and Improvement Scheme for Anketell and/or Maitland industrial estates because they will introduce another planning approvals process and will not adequately address local issues or represent local interests.

**CONCLUSION**

WAPC are preparing Improvement Plans and Improvement Schemes for Anketell and Maitland industrial estates, to align with a State Government preferred planning framework for strategic industrial estates. Although these will effectively limit Shire participation in the planning process, and limit local community engagement, the Shire will continue to work with WAPC to progress community interests in these developments.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 152872  
 MOVED : Cr Hipworth  
 SECONDED : Cr Vandenberg

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

1. **ADOPT** the following key points as Council's position on the proposal to introduce an Improvement Plan and Improvement Scheme for Anketell and Maitland industrial estates:
  - a) The Shire supports any initiative that aids effective, efficient delivery of the Anketell and Maitland industrial estates and considers the State Government's move to gain a stronger stake in delivering these strategic industrial estates a positive step.
  - b) The Shire offers to work with the State Government whichever framework is considered most efficient and effective.
  - c) The Shire is concerned about the implications of a lack of local engagement and input as part of preparing and implementing the proposed Improvement Plans and Improvement Schemes and seeks early discussion on how appropriate consultation and involvement will be undertaken with the Shire and the local community.
  - d) The Shire seeks delegated decision making powers by the WAPC to determine applications in an efficient way, should Improvement Schemes be introduced.
  - e) If Improvement Schemes are to be introduced, then the Shire requests fees for service for local government work in assisting the WAPC process and administer planning applications be provided for, as provided for under the *Planning and Development Regulations 2009*.
2. **FORWARD** to the Minister for Planning and the Chairman of the Western Australian Planning Commission a copy of the Council Resolution.

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**CARRIED**

FOR : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
 AGAINST : Nil

**11.2 ROEBOURNE DEPOT RESERVE 30450 REQUEST TO CHANGE MANAGEMENT ORDERS, RESERVE PURPOSE AND CONSENT FOR POWER TO LEASE**

<b>File No:</b>	<b>A4355</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Lands Officer</b>
<b>Date of Report:</b>	<b>28 May 2014</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Aerial Photograph of Site</b>

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**PURPOSE**

This report seeks to alter the management orders on Reserve 30450 Roebourne Depot to firstly seek a change in the purpose from simply Shire Depot to now be expanded to be Depot, Workshop and Associated Training purposes and secondly with a power to lease.

**BACKGROUND**

Reserve 30450 (Lot 61) Withnell Street has been utilised as a Shire Depot Since July 1970. Prior to this, part of the reserve was used as a refuse site. The Shire has used this site for many decades as a strategic location for plant and materials to be used in the eastern areas of the Shire however over the past decade services have been centralised at the Cowle Road Depot in the Karratha LIA. When the services relocated to Karratha, what remained on the reserve was a large workshop, office and ablutions block together with materials that were being stored ready for disposal.

In 2005 a monthly arrangement was effected with a local indigenous group to run a Commonwealth Development Employment Program (CDEP) from this site. Ngarliyarndu Bindirri Aboriginal Corporation (NBAC) provided CDEP programs from the site including mechanical traineeships from the workshops and storage of machinery for various CDEP projects.

This arrangement has continued through to the present day, however there is no formal leasing power for this arrangement. All costs associated with running the depot are currently paid by the Shire.

The core purpose of this report is to formalise this management order to allow for a power to lease arrangement. The Shire then can pursue the appropriate leases through the Minister of Lands.

On the 15<sup>th</sup> May 2014 Shire officers met with officers from the Department of Lands to discuss this and other operational matters. These discussions were positive and the Department of Lands have indicated that they would support a lease from the Shire Council.

The other crucial historical factor to consider is the rear of the Depot site has been subject to asbestos contamination which has been fenced off and is a restricted use. Therefore any future uses by the Shire here or those granted leases will only have capacity to use the land towards the Withnell Street frontage under the current restricted use. An aerial plan is shown in Attachment 1.

**LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of medium significance in terms of Council’s ability to perform its role. This request to the Department of Lands just formalises the previous situation of the Shire’s depot coexisting with a Community use – Aboriginal Corporation by amending the management orders.

**COUNCILLOR/OFFICER CONSULTATION**

Consultation has taken place between relevant Shire departments and Department of Lands.

**COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

There are statutory implications under the *Land Administration Act 1997* to seek the alteration to the management orders to allow for power to lease, which then gives the opportunity to in future proceed with leases through the Minister under Section 18 of the *Land Administration Act 1997*.

The Shire in future can also explore future options to purchase under the *Land Administration Act 1997* but the Shire is not committing to this at this point in time.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

There are no financial implications at present. The Shire is just seeking permission to have the management orders altered with power to lease. The Shire subject to future due diligence via valuations and cost benefit analysis can consider future purchases of the land.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council’s approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	3.a.1.3	Provide expert advice to government agencies regarding matters relating to lands including native vegetation, mining leases and land tenures
Our Services:	3.a.1.3.1	Respond to requests for Shire advice and provide information on crown land, mining leases, environmental control, encumbrances and related matters.

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be Low to the Shire in terms of amending the management orders to allow power to lease. It is much riskier to continue with an ongoing arrangement of third parties on the site without the correct management orders and leases in place. The asbestos at the rear of the site has been appropriately remediated and will not be of consequence as this portion of the land will not be used.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

There are no relevant precedents related to this matter.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* and *Land Administration Act 1997* RESOLVES to NOT AMEND management orders for Reserve 30450.

**CONCLUSION**

The Shire should request of the Department of Lands to amend the management order from simply a purpose of Depot to now allow for Depot, Workshop and Training Facility with a power to lease.

The amended management order and purpose will ease the Minister for Lands in considering future leases from the aboriginal corporation to be in accordance with the main purpose of the reserve, as the current depot purpose may have proven too restrictive.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : **152873**  
**MOVED** : **Cr Miller**  
**SECONDED** : **Cr Kickett**

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* and *Land Administration Act 1997* RESOLVES to:

1. **REQUEST** the Department of Lands to amend the management orders for Reserve 30450 so that the purpose of Shire Depot is amended to now become Depot, Workshop and Associated Training Facility and **SEEK** a power to lease for a period of 21 years be included within the amended management orders; and
2. **ADVISE** the Department of Lands as follows:
  - a) Upon being granted amended management orders the Shire will explore the potential to lease under Section 18 of the *Land Administration Act 1997* and request that this process be fast tracked to better allow for post cyclone damage reconstruction.
  - b) The Shire will conduct future due diligence in terms of whether the Shire should exercise any rights to purchase the site subject to valuation and cost benefit analysis/ risk assessment.

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil



**11.3 REQUEST TO CANCEL A PORTION OF THE SHIRE'S PARK AND DRAINAGE RESERVE 40041, LOT 501 BATHGATE ROAD NICKOL**

<b>File No:</b>	<b>LM14019</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Lands Officer</b>
<b>Date of Report:</b>	<b>26 May 2014</b>
<b>Applicant/Proponent:</b>	<b>Water Corporation</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>1. Aerial photograph of location</b> <b>2. Preliminary Diagram of facility</b>

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**PURPOSE**

For Council to consider the merits of cancelling a 716m<sup>2</sup> portion of a drainage and recreation reserve at the intersection of Balmoral and Bathgate Roads in Nickol (Reserve 40041 Lot 501 Bathgate Road) to facilitate a request to create a new Reserve and Management order for the Water Corporation for its waste water pump station, which is being upgraded.

**BACKGROUND**

The Water Corporation wrote to the Shire on the 7 May 2014 outlining that the Bathgate Pump Station No 4 is currently running at full capacity. The Water Corporation explained that within the Bathgate Road Pumping Station Catchment there is ongoing development in nearby Baynton West and Tambrey. Future development north of Balmoral Road may also result in a temporary pump station discharging in Balmoral Road Pumping Station No 4. Due to the increased inflow to Pump Station No. 4 there is a need for the pump station to be upgraded to cope with the additional flow.

Design plans for the new pumping station have now been completed and land requirement identified. An area of approximately 716m<sup>2</sup> is required to construct the new pumping station. As such the Water Corporation would like to protect their infrastructure by way of a reserve. A request to vest portion of Reserve 40041 to the Water Corporation has been submitted to Department of Lands. As part of the Department of Lands procedures a consent to cancel/amend the boundaries of the Shire Reserve is required before the Minister of Lands can action this and create a new Reserve for the Water Corporation.

**LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of low significance in terms of Council's ability to perform its ongoing role as drainage and park manager.

**COUNCILLOR/OFFICER CONSULTATION**

Consultation has taken place between Shire Engineers, and the Water Corporations consultants Sinclair Knight Merz onsite. The Shire's engineering and parks and gardens staff see little impact from the proposal. The Shire however made Water Corporation aware of the flood and storm surge risks in developing the site. It was also pointed out to the Water Corporation that the driveway needs to be contoured so as to not impede road stormwater flows that runs along the shoulder of the adjacent road. The fencing should also be

aesthetically pleasing to maintain the open character of the parkland and the example of the fencing around the Falcon Parade Water Corp facility was provided as an acceptable standard. All of these details can be conditions of approval.

### **COMMUNITY CONSULTATION**

No community consultation is required now, however as a condition any disruptions during future works should be reported to the Shire and other users in the area.

### **STATUTORY IMPLICATIONS**

There are statutory implications in terms of cancelling and amending the reserve boundary under S51 of the *Land Administration Act 1997*. The Disposal of property requirements under 3.58 of the *Local Government Act* do not apply in this instance as the land will be retained by the Crown, before Management orders are granted to the Water Corporation. Therefore this disposal is exempt from disposal requirements as outlined by the *Local Government (Functions and General) Regulations 1996 Reg 30*.

### **POLICY IMPLICATIONS**

The Shire's recently adopted Storm Surge Policy indicates the proposal is within a low lying area that is prone to 500 year ARI storm surge, which supports its drainage reserve status. The relevance of the Storm Surge Policy to this proposal will need to be brought to the attention of the Water Corporation in terms of its risk management planning for this site and its surroundings.

The Water Corporation is now a public authority, which exempts it from the requirement to obtain planning approval. Nevertheless, the Water Corporation would still be required to consult the local government. This provides the opportunity for the Shire to advise of its storm surge policy. The Shire should now agree in principle to these future works occurring here subject to the Water Corporation undertaking a risk assessment in accordance with the Shire's storm surge policy to demonstrate an acceptable level of risk to the subject site and surrounding land.

### **FINANCIAL IMPLICATIONS**

There are no direct financial implications. The Shire will be responsible for a smaller area of parks and drainage reserve possibly reducing the maintenance costs. Water Corporation will be responsible for demonstrating no adverse effects on surrounding land.

### **STRATEGIC IMPLICATIONS**

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	3.a.1.3	Provide expert advice to government agencies regarding matters relating to lands including native vegetation, mining leases and land tenures.
Our Services:	3.a.1.3.1	Respond to requests for Shire advice and provide information on crown land, mining leases, environmental control, encumbrances and related matters.

### **RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be low to the Shire in terms of storm surge. The existing site is only marginally affected by a 500 year ARI storm surge event. The Water Corporation and Sinclair Knight Merz are well informed to understand these risks and have chosen this location with their engineering knowledge. Water Corporation should be advised of the storm

surge risk and requested to undertake a risk assessment of the proposal and its impact on surrounding land.

### **IMPACT ON CAPACITY**

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

### **RELEVANT PRECEDENTS**

There are no relevant precedents related to this matter.

### **VOTING REQUIREMENTS**

Simple Majority

### **OPTIONS:**

#### Option 1

As per Officer's recommendation.

#### Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT REQUEST the Minister under Section 51 of the *Land Administration Act 1997* to allow the necessary actions to excise a 716m<sup>2</sup> portion of land to be cancelled as part of Reserve 40041 and the boundaries of Reserve suitably amended on the understanding that the Water Corporation then seek a new Reserve creation for the purpose of safeguarding a Water Corporation Pump Station asset.

### **CONCLUSION**

The Shire should support the cancellation of a 716m<sup>2</sup> portion of Shire parkland and drainage reserve 40041 to allow for the reserve boundary to be amended to allow for the Department of Lands to consider granting a new reserve to the Water Corporation to safeguard their Waste Water Pump Station. Water Corporation should be advised of the storm surge risk and requested to undertake a risk assessment of the proposal and its impact on surrounding land.

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### **OFFICER'S RECOMMENDATION**

**That Council by SIMPLE Majority pursuant to Section 51 of the *Land Administration Act 1997* allow the necessary actions to excise a 716m<sup>2</sup> portion of land to be cancelled from Reserve 40041 and the boundaries of Reserve amended for the purposes of creating a new Reserve for the purpose of a Water Corporation Pump Station subject to the following conditions:**

- 1. A Construction Environmental Management Plan being prepared by or on behalf of the Water Corporation to the satisfaction of the Shire addressing the following:**
  - a) A modified final construction and survey plan showing details of the exact construction details of the pump station, fencing and driveways and works/ levels.**
  - b) Pre and post works photographic evidence of the condition of adjoining roads to rectify any damage caused by the works all to the satisfaction of the Shire.**
  - c) Means of notifying Shire and other users if any extended power, water outages, odours or disruptions to road access may arise as a result of the works.**

2. The Water Corporation being advised of the storm surge risk and the Shire's draft storm surge policy, and being requested to undertake a risk assessment of the proposal and its impacts on surrounding land.

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**COUNCIL AMENDMENT / RESOLUTION**

Res No : 152874  
 MOVED : Cr Miller  
 SECONDED : Cr Smeathers

That Council by SIMPLE Majority pursuant to Section 51 of the *Land Administration Act 1997* allow the necessary actions to excise a 716m<sup>2</sup> portion of land to be cancelled from Reserve 40041 and the boundaries of Reserve amended for the purposes of creating a new Reserve for the purpose of a Water Corporation Pump Station subject to the following conditions:

1. A Construction Environmental Management Plan being prepared by or on behalf of the Water Corporation to the satisfaction of the Shire addressing the following:
  - a) A modified final construction and survey plan showing details of the exact construction details of the pump station, fencing and driveways and works/ levels.
  - b) Pre and post works photographic evidence of the condition of adjoining roads to rectify any damage caused by the works all to the satisfaction of the Shire.
  - c) Means of notifying Shire and other users if any extended power, water outages, odours or disruptions to road access may arise as a result of the works.
  - d) Display appropriate signage that advises the public of the nature and type of any works that will be undertaken at the site.
2. The Water Corporation being advised of the storm surge risk and the Shire's draft storm surge policy, and being requested to undertake a risk assessment of the proposal and its impacts on surrounding land.

**CARRIED**

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FOR : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
 AGAINST : Nil  
 REASON : Council modified the Officer's Recommendation to include provision for appropriate signage to be displayed for community awareness.

Cr Harris declared a Proximity interest in Item 11.4 Power to Lease to be added to Management Order of Reserve 40196 (Karratha Village Shopping Centre, Sharpe Avenue/ Karratha Terrace Precinct) as Cr Harris owns a business in the Centro Karratha Shopping Centre.

Cr Miller declared a Proximity interest in Item 11.4 Power to Lease to be added to Management Order of Reserve 40196 (Karratha Village Shopping Centre, Sharpe Avenue/ Karratha Terrace Precinct) as Cr Miller owns a business in the Centro Karratha Shopping Centre.

At 7.44 pm Cr Miller and Cr Harris left the Chambers.

**11.4 POWER TO LEASE TO BE ADDED TO MANAGEMENT ORDER OF RESERVE 40196 (KARRATHA VILLAGE SHOPPING CENTRE, SHARPE AVENUE/ KARRATHA TERRACE PRECINCT)**

<b>File No:</b>	<b>LP223</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Lands Officer</b>
<b>Date of Report:</b>	<b>1 June 2014</b>
<b>Applicant/Proponent:</b>	<b>LandCorp/Shire of Roebourne</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Map of Karratha Village Shopping Centre</b>

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**PURPOSE**

For Council to consider:

1. a request to the Department of Lands for a change to the boundaries Shire Reserve 40196 to include portion of closed Sharpe Avenue adjacent Karratha Village Shopping Centre;
2. a request to the Department of Lands for a change of management orders for amended Shire Reserve 40196 to allow power to lease for car parking and landscaping;

**BACKGROUND**

Karratha Village Shopping Centre (KVSC) is located on Lot 2608 on DP 214775, which is subject to Strata Plan 36427, comprises some 50 active strata lots. Lot 2608 is at the corner of Sharpe Avenue and Karratha Terrace.

The Shire Council endorsed the Karratha City of the North Plan, including a Karratha City Centre Master Plan, in 2010. The City Centre Master Plan proposes a rationalisation of the Sharpe Avenue road reserve alongside KVSC and construction of Karratha Terrace. LandCorp has been responsible for co-ordinating the land assembly required to enable the rationalisation of the Sharpe Avenue road reserve and construction of Karratha Terrace.

Investigations have revealed that KVSC car parking and landscaping have been constructed over portions of ex-Sharpe Avenue and Shire Reserve 40196 (a 6m wide public access reserve running along ex-Sherlock Crescent, now Karratha Terrace) (refer Attachment 1).

The Reserve 40196 is available to continue to be used for car parking and landscaping in association with the KVSC. However It is noted that KVSC does not actually have any legal claim (via lease or license) to use the adjoining reserves formally for car parking and landscaping. Importantly, creation of Karratha Terrace road alignment also requires acquisition of a 53m<sup>2</sup> portion of the KVSC of the north-western corner of Lot 2608.

LandCorp sought valuation of the reserved land being used for KVSC car parking and landscaping for the purposes of considering the option of selling this land to the KVSC. The KVSC were not prepared to purchase the land in freehold title but wished to continue to use these areas for car parking and landscaping, noting that it had maintained these areas to a high standard for a number of years.

In terms of the portion required for the Karratha Terrace alignment initially the KVSC advised that they were not willing to cede/sell the 53m<sup>2</sup>. In more recent times, however, the KVSC have expressed a willingness to consider transferring the 53m<sup>2</sup> from the north-west corner of their property to be part of the Karratha Terrace road reserve alignment if the Shire is prepared to offer a future sub lease or licence of the external car parking areas in the reserve 40196 and that land used for parking/ landscaping in the closed Sharpe Avenue former road which is also not KVSC land at a nominal rent.

Before this can be considered the views of the Department of Lands was sought and indicated support for such an arrangement to formalise road alignments and parking arrangements. There is still the possibility that compulsory acquisition of the 53m<sup>2</sup> for Karratha Terrace may end in a resumption process if there is no agreement from the Karratha Village Shopping Centre regarding the transfer arrangements. There is some confidence, however, that an agreement can be reached. On this basis, a draft lease is being prepared. The benefits of having a Council resolution now that agrees to a power to lease of the said portions of reserves are that it gives the KVSC and Shire more certainty in considering their land transfer arrangements, parking and allows for the associated Crown land processes to be activated to deliver Karratha Terrace Road alignment without resorting to resumption if the power to lease option is available.

The Department of Lands has indicated that there are a number of options of how KVSC car parking over ex-Sharpe Avenue can be addressed:

1. The portion of closed road reserve (Sharpe Avenue) be issued a **licence** for parking.
2. The portion of closed road to remain in road reserve (Sharpe Avenue) and the Shire to formally **lease** it, pursuant to Section 57 of the *Land Administration Act 1997*
3. The portion of closed road (Sharpe Avenue) to be **included into Reserve 40196** (currently reserved for park, drainage and parking).

If Option 1 or 2 are preferred, the Council is required to rescind previous resolutions passed to close this portion of road (Sharpe Avenue).

Option 3 is recommended because the intention has always been to rationalise Sharpe Avenue landholding to create a main street and Option 3 places all reserve land around the Sharpe Avenue and Karratha Terrace frontages to the KVSC site into one single reserve with the same reserve purpose.

A formal Council request is now required to amend the management order to include a power to lease and to amend the boundaries of Reserve 40196 to include those portions of former Sharpe Avenue that were closed as part of Council Resolution 152714 (16 December 2013 Ordinary Council Meeting. Once this land rationalisations are in place, and power to lease

rights are in place, the Shire can proceed on implementing any negotiations around the matters of carparking areas to be possibly leased and that land also required for Karratha Terrace.

#### **LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of high significance because it involves negotiating with a City Centre property owner to implement the Karratha City Centre Master Plan.

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

Consultation has taken place between LandCorp and relevant Shire departments at the Karratha City Centre Place Team. Councillors have been briefed and made aware of the complex land negotiations taking place within the Karratha City Centre. Department of Lands has advised on the preferred approach from a Land Administration perspective.

#### **COMMUNITY CONSULTATION**

LandCorp have been negotiating with the KVSC Council of Owners on this matter.

#### **STATUTORY IMPLICATIONS**

*Land Administration Act 1997*

#### **POLICY IMPLICATIONS**

Karratha City of the North Plan

#### **FINANCIAL IMPLICATIONS**

There are no current financial implications from seeking to amend management orders to allow for power to lease.

#### **STRATEGIC IMPLICATIONS**

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	3.a.1.3	Provide expert advice to government agencies regarding matters relating to lands including native vegetation, mining leases and land tenures.
Our Services:	3.a.1.3.1	Respond to requests for Shire advice and provide information on crown land, mining leases, environmental control, encumbrances and related matters.

#### **RISK MANAGEMENT CONSIDERATIONS**

The biggest risk in relation to this matter is that acquisition processes hold up implementation of the Karratha City Centre Master Plan. It is therefore prudent to keep pursuing negotiated options as recommended.

#### **IMPACT ON CAPACITY**

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

#### **RELEVANT PRECEDENTS**

There are no relevant precedents related to this matter.

#### **VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT LEASE portion of Reserve 40196 or ex-Sharpe Avenue to the Karratha Village Shopping Centre.

Option 3

1. That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* and *Land Administration Act 1997* RESOLVES to:
  - a) AGREE TO lease/licence adjacent portions of Sharpe Avenue to Karratha Village Shopping Centre pursuant to Section 57 of the *Land Administration Act 1997*;
  - b) REQUEST the Department of Lands to grant a power to lease for a period of 21 years be included within the amended management orders of Reserve 40196 and for portions of Sharpe Avenue (as required) to enable any future sublease or licencing arrangements of the road and/or reserve as required;
  - c) APPROVE a lease to the Karratha Village Shopping Centre for a period of 21 years at a commercial rental value.
  - d) APPLY commercial ratings to portions of reserved land subject of related lease/licence.
2. That Council by ABSOLUTE Majority pursuant to Section 5.17 of the *Local Government Act 1995* RESOLVES to DELEGATE to the CEO all powers necessary to continue in finalising any necessary land matters.

**CONCLUSION**

The boundaries of Reserve 40196 should be amended to include portions of closed Sharpe Avenue bordering the KVSC site because all of this land is intended for the same purposes. The management order for Reserve 40196 also then needs to be amended to give Council the power to lease.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152875  
**MOVED** : Cr Vandenberg  
**SECONDED** : Cr White-Hartig

1. That Council by **SIMPLE** Majority pursuant to Section 3.18 of the *Local Government Act 1995 and Land Administration Act 1997* **RESOLVES** to:
  - a) **REQUEST** the Department of Lands, further to Council Resolution 152714 (16 December 2013 Ordinary Council Meeting) and pursuant to Section 51 of the *Land Administration Act 1997*, amend the boundaries of Reserve 40196 to include portions of closed road (ex-Sharpe Avenue) adjacent to Lot 2608 (Karratha Village Shopping Centre); and
  - b) **REQUEST** the Department of Lands grant a power to lease for a period of 21 years be included within the amended management orders of amended Reserve 40196 to enable any future sublease of the amended reserve;
2. That Council by **ABSOLUTE** Majority pursuant to Section 5.17 of the *Local Government Act 1995* **RESOLVES** to **DELEGATE** to the CEO all powers necessary to continue in finalising any necessary land matters.

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Hipworth, Cr Kickett, Cr Lally, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil

At 7.45 pm Cr Miller and Cr Harris re-entered the Chambers.



**11.5 CLOSED CIRCUIT TELEVISION (CCTV) OPERATIONS POLICY**

<b>File No:</b>	<b>CS.14</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Community Safety Co-ordinator</b>
<b>Date of Report:</b>	<b>26 May 2014</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Draft Policy DC-01</b>

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**PURPOSE**

For Council to endorse and adopt the Closed Circuit Television Operations Policy which provides guidance on the operation, management and reporting protocols for Closed Circuit Television (CCTV) leased, owned or controlled by the Shire of Roebourne.

**BACKGROUND**

The Shire conducts CCTV operations in order to assist in deterring, detecting and responding to criminal offences against people and property within the Shire, including vandalism, fire and graffiti. CCTV also supports investigations and prosecutions by police and to assists to address community safety concerns.

The Shire of Roebourne operates CCTV systems at several facilities including the Karratha Leisureplex, Karratha Airport, and Youth Shed with public CCTV operated by the Shire being installed at Bathgate Road (Caltex) and Bond Place (Karratha Tavern) shortly. In addition, several business units, including Rangers, Emergency Management and Airport operate mobile cameras (both vehicle mounted video and fixed “Hyperfire” cameras) which will be subject to this policy.

The policy has been developed to provide guidance to officers and operators of the Shires CCTV systems meet statutory requirements as to the use and operation of the systems, together with retention of the stored footage. Each of the current CCTV systems operates independently, however the policy will provide identical requirements for access to the stored footage.

Access to information, whether by Shire officers, WA Police or external parties will all be made via the Chief Executive Officer. In the case of CCTV footage relating to airport operations, this will also be referred to the Security Contact Officer to be vetted due to some images being sensitive for aviation safety. No release of footage to any person or organisation, including the media will be made without approval of the Chief Executive Officer or his delegate.

As the Police will be the most likely external accessor of CCTV footage, a process to streamline the request and return of CCTV footage will be developed and incorporated into the Memorandum of Understanding between the Shire and Police.

CCTV will only be operated within the confines of applicable legislation, and only for the purpose for which it was established. To prevent any unauthorised access, all CCTV

recording equipment and data storage will only be located within secure areas and not accessible to unauthorised persons.

#### **LEVEL OF SIGNIFICANCE**

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

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

Officer consultation has included the Manager Information Technology, Airport General Manager, Manager Leisure Services and Manager Recreation Facilities. Their comments have been incorporated into the policy.

#### **COMMUNITY CONSULTATION**

As the main external user of the CCTV system, consultation with WA Police has been conducted.

#### **STATUTORY IMPLICATIONS**

State and Commonwealth legislation relating to the position, use and storage and release of CCTV footage has been incorporated into the Policy.

#### **POLICY IMPLICATIONS**

There are no current policy implications. This report seeks to create a new policy.

#### **FINANCIAL IMPLICATIONS**

There are minimal financial implications, including but not limited to purchase of additional memory cards for in-car cameras and the Hyperfire cameras, and storage space on the Shire's IT Network. This will be absorbed in the current budget.

#### **STRATEGIC IMPLICATIONS**

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	1.f.5.1	Manage crime prevention/antisocial behaviour through providing support to initiatives that promote safe community behaviour.
Our Services:	1.f.5.1.1	Continue to implement CCTV and security lighting subject to needs and funding.

#### **RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be Moderate to the Shire in terms of Reputation & Compliance.

#### **IMPACT ON CAPACITY**

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

#### **RELEVANT PRECEDENTS**

There are no relevant precedents related to this matter.

#### **VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**

Option 1

As per Officer’s recommendation.

Option 2

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

1. REJECT Policy DC-01 Closed Circuit Television (CCTV) Operations Policy; and
2. REQUIRE the following amendments to be included in the policy to be returned before Council at a later date:
  - a) \_\_\_\_\_
  - b) \_\_\_\_\_.

**CONCLUSION**

A Policy is required to provide guidance to Shire staff in the correct operation of the various CCTV systems in operation within the Shire, and the storage and access to the data collected by these systems.

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**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152876  
**MOVED** : Cr Smeathers  
**SECONDED** : Cr Lally

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ADOPT Policy DC-01 Closed Circuit Television (CCTV) Operations Policy.

**CARRIED**

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FOR : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
 AGAINST : Nil



Cr Harris declared an impartiality interest in Item 11.6 Alterations to Stallholder Policy as Cr Harris is a Director of the Karratha Football Club and a Committee Member of the Karratha Visitor Centre, sites deemed suitable for Stallholders.

Cr Hipworth declared an impartiality interest in Item 11.6 Alterations to Stallholder Policy as Cr Hipworth is the President of the Karratha Country Club Inc and a Life Member of the Karratha Football Club Inc, sites deemed suitable for Stallholders.

Cr Kickett declared an impartiality interest in Item 11.6 Alterations to Stallholder Policy as Cr Kickett is the President of the Karratha Visitor Centre (KVC), a site deemed suitable for Stallholders.

Cr Miller declared a financial interest in Item 11.6 Alterations to Stallholder Policy as Cr Miller's son owns an ice cream van which operates within the Shire.

At 7.50 pm Cr Miller and Cr Kickett left the Chambers.

At 7.51pm Cr Kickett re-entered the Chambers.

## **11.6 ALTERATIONS TO STALLHOLDER POLICY**

<b>File No:</b>	<b>LE.362</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Manager Regulatory Services</b>
<b>Date of Report:</b>	<b>23 May 2014</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Draft revised Policy DE-03</b>

### **PURPOSE**

For Council to consider the revised policy which promotes stallholders within the region, but provides for levelling of competition with existing retail premises.

### **BACKGROUND**

The Shire first developed the street trader policy in May 2010 limiting stallholders to pre-approved sites owned or managed by the Shire, and restricting operation of a stall within the central business district of Karratha and the Karratha Tavern.

In recent months, the operations of stalls and conduct of stallholders has been raised in several Councillor Requests investigated by the Shire's Regulatory Service. Several of these relate to the perceived "uneven playing field", lack of control to limit the operation of stalls on private land and appearance of the stall. In restricting competition, irrespective of whether the business is fixed or mobile, the provisions of the National Competition Policy need to be considered and not contravened.

Discussions have been held with several Councillors and Shire staff members to address concerns and determine the most suitable locations for stallholders to operate fixed stalls from. This revised policy does not impact on the current activities of mobile traders (ie ice-

cream vans) or the operation of stalls at organised community events (ie FeNaCING, School Fete's, Community Group Car washes, Shire Special Events, ANZAC Day and the like). The policy relating to these types of activities has not been amended as the provisions are working well and are not cumbersome on either the staff, the event organiser or the stallholder.

The Policy does further limit the places available to be used by stallholders selling goods, and prohibits operation of a stall on all privately owned land which is accessible to the public, such as the Caltex Starmart on Bathgate Road.

Proposed sites which stallholders will be limited to include:-

- Karratha Northern carpark of Millars Well Oval
- Karratha Dreamers Hill (weekdays only, no public holidays)
- Karratha Country Club (Overflow camping area)
- Karratha Karratha Visitor Centre (centre of carpark, single stall only)
- Roebourne Roebourne Basketball Court
- Point Samson Point Samson Community Hall Carpark
- Dampier Lions Park Carpark
- Wickham Community Hall Carpark (subject to stall approval from Rio Tinto)

Furthermore the policy will include terminology which will prohibit stallholder licenses being issued to persons who are not considered fit to hold a license. This will now include those persons who have an outstanding debt greater than \$10,000 with local businesses.

The conduct of the stallholder is also subject of changes. To promote a professional image within the Shire, the policy will prohibit stallholders operating out of a car boot or similar. All licensees will be required to have an appropriate vehicle suited to the goods and services which they are trading.

These modifications are similar to those imposed at the Town of Port Hedland which strictly limit the areas where traders may operate, but also provide a time limitation for some vendors. In the case of take away food vans, these Port Hedland vendors may operate for a maximum of three (3) years and then relocate to permanent premises. The modifications to the current Shire policy includes limitations to the areas where vendors may trade, however does not include any limitation for the duration of the license.

The proposed modifications will provide for more balance between the supply of goods and services to residents, ability of stallholders and street traders to conduct business and evens the competition with current fixed businesses.

#### **LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of low significance in terms of parties affected issues.

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

Consultation has taken place with Councillors Miller and Lally who have received complaints from residents. Councillors Saylor, White-Hartig and Bailey were requested to provide comment in relation to applicable sites in the Eastern Towns.

Officer consultation has taken place with Planning, Recreation Services and Technical Services. No concerns were raised as these sites are included in the current policy.

**COMMUNITY CONSULTATION**

Current holders of stallholder licenses were written to in May 2014 and requested to provide comment.

**STATUTORY IMPLICATIONS**

The Shire of Roebourne Activities in Thoroughfares and Public Places and Trading Local Law applies. This policy underpins and provides further clarification to the Local Law.

**POLICY IMPLICATIONS**

This is an update of the existing Policy DE-3 Stallholder and Street Trading Policy

**FINANCIAL IMPLICATIONS**

There are no financial implications.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	4.b.1.2	Ensure minimum statutory standards are maintained at all health premises.
Our Services:	4.b.1.2.1	Ensure all health premises are registered and inspected according to risk.

**RISK MANAGEMENT CONSIDERATIONS**

There are no risk management considerations applicable.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

The Shire has a current policy relating to the operation of stallholders and street traders. This report seeks confirmation of modifications to the current policy.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to RETAIN the Policy DE-03 - Stallholder and Street Trading Policy in its current form with no amendments

**CONCLUSION**

The modifications to the existing stallholder and street trader policy addresses concerns raised recently by Councillors, and seeks to provide further parity between fixed businesses and mobile traders, while retaining goods and services to residents.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 152877

MOVED : Cr Vandenberg

SECONDED : Cr Saylor

**That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ADOPT the amended Policy DE-03 - Stallholder and Street Trading Policy.**

**CARRIED**

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FOR : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Saylor,  
Cr Smeathers, Cr Vandenberg, Cr White-Hartig

AGAINST : Nil

At 7.53 pm Cr Miller re-entered the Chambers.

## 12 STRATEGIC PROJECTS & INFRASTRUCTURE

Cr Hipworth declared an impartiality interest in Item 12.1 Karratha Golf Course Redevelopment (Incorporating the Green the Greens Project) as Cr Hipworth is the President of the Karratha Country Club Inc.

Cr Vandenberg declared an impartiality interest in Item 12.1 Karratha Golf Course Redevelopment (Incorporating the Green the Greens Project) as Cr Vandenberg is a Social Member of the Karratha Country Club Inc.

### 12.1 KARRATHA GOLF COURSE REDEVELOPMENT (INCORPORATING THE GREEN THE GREENS PROJECT)

<b>File No:</b>	<b>CP.504</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Reporting Author:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Date of Report:</b>	<b>27 May 2014</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Impartiality Interest. The author is a social club member of the Karratha Country Club</b>
<b>Attachment(s)</b>	<ol style="list-style-type: none"> <li><b>1. Golf Course Master Plan Option 2b</b></li> <li><b>2. Golf Course Master Plan Option 2c</b></li> <li><b>3. Confidential Master plan 2b Construction Budget</b></li> <li><b>4. Confidential Initial Implementation Budget 2014-15</b></li> <li><b>5. Golf Course Master Plan &amp; Implementation Report / Appendices tabled at the Council Agenda Briefing and Council Meeting</b></li> </ol>

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#### PURPOSE

To consider the final Golf Course Master Plan and Implementation Report for the Karratha Golf Club (KGC) planned Green the Greens Project and to seek approval to proceed with a staged implementation program.

#### BACKGROUND

The Karratha golf course is located on a crown reserve vested with the Shire of Roebourne. The 18 hole sand green golf course is a public golf course under the control of the Shire with members of the public able to use the course by paying a green fee on an honesty system.

The KGC operates under the control of the Karratha Country Club, (KCC) whose club facilities and entry road are held in "Crown Grant in Trust", directly with the Country Club. The Shire currently provides the maintenance of the golf course (fairway mowing, turf maintenance and irrigation system management) in conjunction with volunteer assistance from the members of the KGC and KCC. An MOU currently exists between the KCC and the Shire for the KGC to operate club events on the course for return in receipt of a percentage of the membership fee.

In 2011 the KCC had a Golf Course Upgrade plan prepared to scope the upgrade of the sand greens into grass greens. This strategy became the “Green the Greens” project and aimed for a potential change in the management of the golf course with the KCC indicating an interest in managing the overall golf course reserve site should the course facilities be brought up to a high standard. This proposal was presented to Council in October 2011 and in principle support was granted on the basis additional funding was sourced and the Shire would not contribute to the capital construction of the project.

The initial 2011 project included the following key elements to establish the grass greens:

- Designing of the new greens and preparation of construction documentation (reticulation, drainage, greens and fairway upgrades)
- Earthworks to create the new grass greens and course improvements
- Turfing of the 18 new grass greens
- Upgrade of reticulation and water supply systems to support the new grass greens
- Fencing to the perimeter to prevent course vandalism
- Supply and erection of maintenance shed with services
- Project management of the project including grant funding

Other associated activities that were to be negotiated as part of the overall project objective at that time included:

- Landscaping of surrounding areas
- Purchase of necessary equipment to maintain the new greens
- Transition of responsibility for the management of the overall golf course maintenance and associated Shire equipment through the preparation of agreements and leases.
- Interim ongoing shared maintenance responsibilities to be agreed

The KCC was successful in obtaining some part funding towards the project through the Department of Sport and Recreation CSRFF program and the KCC sought assistance from the Shire to prepare an overall golf course master plan with an implementation strategy to forward plan the detailed design and costs for the ultimate approved golf course layout.

Funding was allocated within the 2013-14 Shire Budget for Project Management and Architectural consulting services to prepare the master plan and implementation strategy for the optimum agreed grass green 18 hole golf course layout.

A Project Control Group Project (PCG) team was established to oversee the project’s design and development. The PCG comprises Shire staff from the Leisure Services department (the client), Strategic Projects Department (project managers), Infrastructure Services Department (parks team as current golf course curation coordinators) plus four KCC nominated representatives.

A tender was advertised in November 2013 and through detailed evaluation, including a short listed consultant interview process and evaluation, an experienced golf course architectural team was appointed – Richard Chamberlain Golf Design. The Consultancy team comprises a golf course design architect, an Agronomist and Hydraulics consultants with detailed expertise in golf course design and construction.

The consultancy brief involved a number of stages of activities that ensured consultation with both the Shire’s relevant technical staff and KCC and KGC committee and members. This included:

- An initial inspection of the golf course and preliminary meetings with the Project Control Group (PCG) which included representative from both the Shire and the KCC.
- An initial Evaluation Report based on initial thoughts on the golf course and preliminary design ideas and recommendations
- Prepare draft Master Plans of the proposed golf course which involved various design scope change options to the current golf course hole layout.
  - Construction of new grass greens in similar locations to current sand greens.
  - Construction of new grass greens with some intermediate improved changes to the course layout
  - Construction of new grass greens with provision of additional land developments zone on the ridgeline to the east of the current club house
  - Major realignment to course golf holes layout in an endeavour to improve course.
- Discussion with the KCC members and PCG to determine which Master Plan option/s should be adopted for the ongoing design process.
- Approval to proceed by the KCC and the Shire into the Detailed Design phase and finally the Construction Tendering process when funding was available.

Additional to this golf course master planning process a separate and closely aligned consultancy has been occurring to investigate the optimum use of land planning for the area of land bounded by the coastal reserve to the north, drain adjacent to Searipple village to the east, Searipple Road to the south and Ngarluma reserve to the west, which incorporates the golf course reserve. As a result during the early stages of this land planning study it was identified that strategic portions of land should be retained for potential higher use developments. Accordingly the higher ridge lines have been retained for current, mid-term and possible long term building type developments. This can be seen in Attachment 2 of the report.

Accordingly with this further refinement added to the Golf Course Architects brief, the consultant has prepared a final Karratha Golf Course Master Plan and Implementation Report based on the scope of deliverables and the required consultation process with the KCC, KGC and Shire staff.

#### Summary of Final Golf Course Master Plan and Implementation Report

A copy of the report and appendices will be tabled at the Council meeting.

A summary of the main components of the report are detailed below:

- Existing Course
  - Excellent condition and layout has potential of becoming a high ranked links type golf course
- Master Planning
  - Option 2b was considered the optimum option allowing for some minor improved routing of the golf holes. Refer to Attachment 1
  - Option 2c allowed for further minimal course golf hole modification to permit future land development of the ridgeline east of the club house. Refer to Attachment 2
  - It has been determined that part of the current course layout has been constructed outside of the nominated golf course reserve.
  - Additionally for the proposed Option 2b construction and future potential expansion of the golf course further unallocated crown land would be required to be included in an expanded golf course reserve.
  - Part of the Golf Course Master Plan adoption would require this extra unallocated crown land to be re-vested with the Shire for recreational purposes as a golf course precinct.

- Irrigation
  - The existing reticulation system was of a poor quality and in poor condition and not conducive to supporting effective watering of the course and requires replacement as the number one priority before any further major course upgrades.
  - Water quality is acceptable and advised will improve through further upgrades by Water Corporation to the effluent treatment pond system.
  - Additional storage tank capacity is recommended to ensure retention of grass greens should supply be interrupted for a number of days.
  
- Agronomy
  - Existing fairway grasses in excellent condition where reticulation system is effective. Santa Anna couch recommended for further expansion to all fairways and teeing grounds
  - A number of grass types require further consideration through trial test plots to ensure ability to sustain the climatic and required grooming for grass greens.
  - A suitable sand base mix is required to be sourced locally for the planting of the greens. A blended option should be possible base on initial material investigations.
  - Fairways soil mediums are ideal for grass establishment
  
- Landscaping
  - Current layout offers excellent links type course layout
  - Unsuitable trees to be removed with trees planted only as effective shade at teeing grounds
  - Sandy swale areas preferred as hazards rather than high maintenance cost of sand bunkers.
  - Native rough grass is effective and manageable
  - Some fairway areas hitting zones are recommended to be widened through the strategic removal of low native shrubs
  
- Club Consultation
  - Proposed areas for new golf holes east of the club house need careful design to ensure not effected by water inundation during heavy rain events
  - Wetland area to be retained, but managed with effective drainage system to ocean outfalls.
  - Investigated ability to plan for course expansion of additional 18 holes within non developed crown land areas. Only nine additional standard golf holes could be achieved
  
- Construction Methodology
  - The process is dependent on:
    - Funding availability
    - Appointment of competent course superintendent
    - An improved irrigation system
    - Planning works around growing seasons
    - Possible staging of works
  - Suggested a minimum two staged construction program be implemented Stage 1
    - Implementation phase with trialling of grasses for greens and sand mediums
    - Commence new holes development and some fairway widening's
    - Commence stage 1 of reticulation upgrade
    - Establish grounds maintenance team facilities

Stage 2

- Completion of reticulation upgrade
- Construct new grass greens (9 or 18 in a stage)
- Construct new golf holes
- Complete teeing grounds and plantings

- Construction costs

- Based on current use of Shire grounds staff budget and the appointment of a new Course superintendent the estimated costs based on draft schematic design and the above staged construction strategy was:

Stage1	Preconstruction	\$ 880,000
	Capital works	\$ 410,000
Stage 2	Main Construction	\$1,571,000
	Capital works	\$ 324,000
	<b>TOTAL</b>	<b>\$3,185,000</b>

A copy of the detailed Master Plan 2b construction budget is shown in Attachment 3.

- Maintenance costs
  - Estimated at approximately \$700,000 annually compared with current operating costs of \$470,000 annually
- Conclusion
  - Advising that golf courses of interesting design and quality standard have proven to become tourist attractions throughout Australia, and the planned design and development of the KGC has the potential to achieve this objective.

Recommended Implementation Strategy

Based on current funding and the remaining growing season available after the design and procurement phase is complete, the information supplied by Richard Chamberlain Golf Designs provides an implementation strategy supported by the KCC and KGC and suggested to Council for consideration:

Phase1 Preliminary works - Estimated additional cost \$500,000 approximately half capital and half operational type costs to;

- Complete design and specifications for new course design Option 2b and 2c
- Employment of fixed term contract Golf Course superintendent to oversee:
  - Development of required sub green sand mix
  - Establish trial grass green plots and monitor under green manicuring conditions
  - Commence clearing of new golf holes
  - Coordinate Shire staff with improved greens keeping programs
  - Coordinate effective use of KGC volunteer membership with course improvements aligned to Master Plan 2b
  - Commence tee ground developments
  - Commence preparation of practice putting green
  - Commence establishment of new maintenance compound
  - Work with RGGD on planning new course layout and grass green locations
- Develop specifications and procurement documentation to source the future engagement of cost effective and skilled earthwork and golf course construction contractors
- Develop contracts for future sourcing of required specialised golf course maintenance equipment
- Establish programs with KCC for value added contractor volunteer assistance with course development

**Phase 2 Front Nine Holes (assuming funding available)**

- Commence stage upgrade to irrigation system
- Install reticulation to front 9 holes
- Establish grass to new holes fairways
- Construct new grass greens
- Establish grass to new greens
- Complete construction of teeing grounds
- Monitor works to improve second nine construction

**Phase 3 Back Nine Holes (assuming funding available)**

- Completed staged upgrade of water supply and irrigation system
- Install reticulation to back 9
- Establish grass to new holes fairways
- Construct new grass greens
- Establish grass to new greens
- Complete construction of teeing grounds
- Monitor new works through defects period

The above phased implementation strategy is based on the benefits of—

- Time to forward plan works to align with optimum growing seasons
- Time to source additional external funds
- Ability to refine budget with a more detailed earthworks design
- Ability to determine the best suited green sand medium and grass options
- Availability of a skilled course curator to improve course maintenance practices and gain best use of KGC volunteers
- At least 9 holes of the course will remain open for income revenue support to the KCC, KGC and the Shire
- Lessons learnt from the first 9 holes developments can be utilised to improve the second 9 holes developments
- Time to arrange changes to reserve boundaries and potential re-vesting for the optimum land uses including the golf club which will be subject to a further report to Council.
- Ability to free part of a Parks employee to be reallocated to other Shire parks duties as the Course Superintendent will take on roles of reticulation and minor grounds management.

There will be some minor additional cost with a two phased course development in mobilising construction teams, but the benefits listed above and flexibility are seen as greater advantages in achieving the overall project objective.

**LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

Consultation has been undertaken at all stages during the project development to the final master plan stage between the relevant Shire staff nominated to form the PCG and the KCC representatives. At this stage there has been no Councillor representation on the PCG. Council will be advised of progress through the briefing session on 12 June 2014.

**COMMUNITY CONSULTATION**

No wider community consultation has been deemed necessary at this stage for this specific recreational facility improvement project.

The consulting Architect has been involved in detailed consultation with the PCG and the KCC and KGC committee at the initial course evaluation stage and the draft and final Master Plan stages. The KGC members have had the opportunity to be involved in feedback on the course master plan options at the concept and draft master plan stages. A presentation on the draft course master plan was made to the KGC members on 15 April and through club newsletters with feedback being reported within the Architects report.

The PCG team has endorsed the Final Master Plan and Implementation Report. A meeting was held with Committee members of the KCC and KGC on the 28 May to detail the Master Plan Report and to elaborate on the proposed staged implementation strategy contained within this report. Both strategies were supported by the Committee and now recommends the plan to Council for consideration.

### **STATUTORY IMPLICATIONS**

Any reserve boundary adjustments associated with the proposed revised course layout would require formalising through application and regulations control through the *Department of Lands Act*.

### **POLICY IMPLICATIONS**

There are no policy implications relevant to this matter

### **FINANCIAL IMPLICATIONS**

Currently the Shire has a budget allowance of \$119,770 in 2013-14 to complete the Golf Course Master Plan design and documentation phase. Approximately \$25,000 is proposed to be carried over into 2014-15 to complete the design and documentation phase subject to Council's resolution on this report.

### Funding

The KCC has secured \$315,000 from the Department of Sport and Recreation to the Green the Greens project. This grant is also proposed to be carried over for future staged construction works which if accessed in full requires a further minimum contribution of \$630,000, either from Council or other sources to release the full funds. As the grant is allocated to the KCC this outcome will need to be facilitated by the KCC.

Discussions are occurring with the Department of Sport and Recreation on options to enable funds to be allocated to offset either the first phase of the project and / or to consider deferral and transfer of funds to the Shire to offset the project in future years. At the time of preparing this report the outcomes of these discussions was not known.

The Leisure Services Department have indicated the following agencies are to be approached to assist in funding the project:

- Federal Government via proposed new initiatives including:
  - Infrastructure Growth Package – Asset Recycling Initiative
  - National Stronger Regions Fund
- State Government via:
  - The Royalties for Regions program
  - Department of Water, Community Water Supply Program
- Private investment
- Local in-kind support
- Community stakeholders
- Water Corporation via Waterwise programs
- Australian Sports Foundation

The required timing for obtaining funding to enable works to continue into phase 2 construction would be approximately March 2015.

Construction Costs

Details of the estimated costs in the stages of construction of the recommended golf course Master Plan 2b in the consultant’s report are in the order of \$3.2m. This estimate would be further refined following the completion of the detailed design stage of earthworks and reticulation systems and the completion of the proposed Phase 1 Preliminary Works, when trials of grasses establishment and some initial earthworks had been completed. Additionally any in-kind support arrangements by the KCC with local contractors and volunteers could be assessed.

Prior to undertaking any of the major course and greens establishment construction work, it is recommended that an interim initiation phase of works be implemented to engage the specialised course superintendent to establish and trail the green’s mediums and commence improving course management practices.

The estimated cost of this extra program for phase 1 is approximately \$412,000. If this option was supported and included within the 2014-15 Shire budget, the net result is a revised Golf Course Precinct parks budget of \$945,361.

The following table depicts the proposed budget impact:

	Draft 14/15 Budget – no upgrade	Proposed 14/15 Budget including Phase 1	Net change	Comment
Staff and Overheads	\$383,347	\$295,361	-\$87,986	Reduction in Shire staff hours with part duties absorbed in Golf Course Superintendent and contractors roles
Plant	\$30,000	\$102,500	+\$72,500	Additional plant for grass green trials and earthworks for initial course preparations
Contractors	\$100,000	\$503,500	+403,000	Tendering for the engagement for contract Golf Course Superintendent. Clearing of new fairways, setting up site for new workshop and survey costs for design and land titles
Consultants	\$0	\$94,200	+\$94,200	Golf architects fees for specifications, coordination of trialling and project management expenses
Materials and Services	\$20,000	\$44,000	+\$24,000	Additional fertilisers, soils, plants and turf trials
<b>Total</b>	<b>\$533,347</b>	<b>\$945,361</b>	<b>+\$412,017</b>	

This process would enable time to seek options for sourcing additional construction funding and to refine the budget based on more detailed design and construction methodology trialling.

Once all grass greens are established the estimated annual operational budget to maintain the total course is approximately \$700,000.

### **STRATEGIC IMPLICATIONS**

This item is relevant with the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-14 provided for this activity:

Our Program:	1.d.2.1	Support sporting community groups to develop and grow.
	1.a.3.1	Provide public open spaces which cater for the community needs.

The Green the Green project has been listed as a key project in the Community Directorate's 2013-14 and 2014-15 financial years.

Additionally, the Karratha City of the North Plan identifies the Country Club and Golf Course site as an international standard golf course with new club facilities and the potential for accommodation options. The City of the North Plan highlights the proposed area under the growth plan as medium term.

### **RISK MANAGEMENT CONSIDERATIONS**

The risks associated with the project initially are to ensure funding is secured to undertake the main construction stages of the project in an agreed formal course management arrangement with the KCC.

Course construction risks that can be managed through forward planning and detailed trials involve:

- Ensuring the sand base for the green establishment will be suitable for the grasses chosen and climatic conditions
- Ensuring the grass selected for the greens establishment is suitable for the climatic conditions
- Selection and appointment of an initial Course superintendent with skills, knowledge and coordination capacity to effectively manage all stages of the course construction implementation program.

### **IMPACT ON CAPACITY**

There is an impact on capacity and resourcing to carry out the Officer's recommendation.

The project will be overseen by the Director of Strategic Projects and Infrastructure. The Manager Leisure Services will act as Client, and the Project Control Group will continue to be involved to oversee the project.

Project Management responsibilities will be absorbed internally by the Strategic Projects Department, specifically through the allocation of a dedicated Project Manager, and Project Administration Officer.

Should the recommendation be adopted there will be an impact on the Infrastructure Services (Parks & Gardens department) to deliver the preliminary stage works.

**RELEVANT PRECEDENTS**

There are no precedents relating to this project.

**VOTING REQUIREMENTS**

Simple Majority required.

**OPTIONS**Option 1

As per Officer's recommendation.

Option 2

As per the Officers recommendation with the additional recommendation that Council consider an additional amount of \$412,000 within the Draft 2014-15 Budget to enable implementation of the Preliminary Works Phase 1 as detailed within this report;

Option 3

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

1. Receive the KCC Final Course Master Plan and Implementation report prepared by Richard Chamberlain Golf Design-May 2014; and
2. NOT proceed with any further developments of the Karratha Golf Course at this time.

**CONCLUSION**

The Final Master Plan and Implementation report prepared by Richard Chamberlain Golf Design has supplied valuable information to enable the assessment of the current Karratha Golf Course and supplied options with costs for the ability to improve the course layout with the introduction of grass greens whilst retaining strategic high land areas for other optimal land use developments.

With insufficient capital funding being available to commence any course improvements a phased implementation plan has been proposed in detailed consultation with the KCC and KGC for consideration of Council to commence an initial phase of the course improvements which can assist in resolving the optimum grass green mediums and also improve current course maintenance operations.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152878  
**MOVED** : Cr White-Hartig  
**SECONDED** : Cr Miller

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

1. **RECEIVE** the Karratha Country Club Final Course Master Plan and Implementation report prepared by Richard Chamberlain Golf Design-May 2014;
2. **ENDORSE** the Master Plan course design Option 2b (attachment 1) as detailed in the report as the proposed agreed new golf course layout for further detailed design and preparation of construction specifications by Richard Chamberlain Golf Design;
3. **COMMENCE** negotiations with the Department of Lands to amend reserve boundaries to enable the current and possible future expansion of the golf club course as detailed within the Master Plan report; and
4. **INSTRUCT** the Chief Executive Officer to commence a process of pursuing options for sourcing the necessary capital and operational funding in consultation with the Karratha Country Club and the Department of Sport and Recreation.

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil



## 12.2 AWARD OF TENDER FOR THE SUPPLY OF EARTHWORKS AND GRAVEL ROAD MAINTENANCE SERVICES

<b>File No:</b>	<b>CM.177</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Reporting Author:</b>	<b>Manager Infrastructure</b>
<b>Date of Report:</b>	<b>27 May 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Confidential Evaluation Report</b>

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### PURPOSE

To seek Council's endorsement of the successful tenderers for the Supply of Earthwork and Gravel Road Maintenance Services Number 40-13/14.

### BACKGROUND

Historically the Shire has undertaken earthworks, particularly road grading and shoulder maintenance, in house. However from time to time workloads make it necessary to supplement the internal capabilities with external contractor involvement. Consequently it is recommended that a panel of providers be established for the delivery of earthworks and gravel road maintenance services to supplement and assist in the delivery of the work programs.

On 17 March, 2014 Council resolved (Res 152791) to call for Tenders for the supply of earthworks and gravel road maintenance services for a period of two years with two by one year extensions.

Tenders were advertised on 2 April 2014 and closed 30 April 2014.

Ten tenders were received by the closing date from:

- WBHO Civil Pty Ltd
- Goldplay Holding Pty Ltd
- Karratha Earthmoving & Sand Supplies
- Jezebel Enterprises Pty Ltd
- Gunther Civil Pty Ltd
- Downer EDI Works Pty Ltd
- DeGrey Civil Pty Ltd
- Civil Road & Rail SX5 Pty Ltd
- Holme Machine Operators Pty Ltd t/a Blacks Earthmoving
- Alliance Contracting Pty Ltd

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

- Manager Infrastructure
- Coordinator Works & Technical Services
- Senior Engineering Technical Officer

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

The criteria and associated weightings were:

Relevant Experience	15%
Key Personnel Skills and Experience	15%
Tenderer's Resources	20%
Demonstrated Understanding	10%
Price	40%

The intention of the tender is to create a panel of providers that Council can access for supplementary works if and when required. The unit rates supplied by each contractor would be applicable and would be supplied in response to the required plant needed by the Shire to support its operations. Practically the Shire will seek to access those providers who provide the best unit rate for each piece of equipment required and that can be supplied within the required time frame.

Whilst the list of recommended providers is extensive each has supplied rates to Council for various pieces of equipment enabling Council to select a contractor in each instance that offers best value for money.

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

#### **LEVEL OF SIGNIFICANCE**

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

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

The Tender Assessment Panel included:

- Manager Infrastructure
- Coordinator Works & Technical Services
- Senior Engineering Technical Officer

#### **COMMUNITY CONSULTATION**

No community consultation is required.

#### **STATUTORY IMPLICATIONS**

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

#### **POLICY IMPLICATIONS**

Policy CE-13 Tender Evaluation Criteria is applicable.

#### **FINANCIAL IMPLICATIONS**

The expenditure associated with delivering services under this contract will be in accordance with Council's budget allocations and within the scope of this tender. However, in each instance it is anticipated that works to supplement council's program will be in the order of less than \$50,000. In the instance where a specific project has been through a unique design process, this will be regarded as falling outside the scope of this tender and a separate tender process would be required.

**STRATEGIC IMPLICATIONS**

This item is relevant with the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	1.a.2.4	Maintain Shire infrastructure necessary to meet the community needs
Our Services:	1.a.2.4.1	Maintain and renew road and pathway infrastructure

**RISK MANAGEMENT CONSIDERATIONS**

The term of the contract is proposed to be two years with two by one year extensions. This is designed to provide sufficient time to allow for a firm working relationship to be developed with the contractor over two years and then ensure delivery of quality work by extending on a year by year basis.

The two by one year extensions (exercised under the absolute discretion of the Shire) provide an ability to terminate the contract if need be, should there be little or no advantage to Council in continuing with the contractor.

**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.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS**Option 1

As per Officer's recommendation.

Option 2

That Council by Simple Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT support the Officers recommendation and DETERMINE not to award a contract to any Tenderer.

Option 3

That Council by Simple Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT support the Officers recommendation and DETERMINE to award a contract to the following Tenderers: *(list as appropriate)*.

**CONCLUSION**

The Evaluation Panel considered Tender submissions against the compliance criteria and qualitative criteria as detailed in the Tender document.

As a consequence of the tender evaluation it is recommended to establish a panel of five providers who can deliver the suite of services outlined in the scope of works to supplement or support Shire resources. The Shire will utilise an internal process based on price, availability and suitability in selecting the right panel member for a particular job under the contract.

This will provide the Shire with the flexibility to select the most advantageous outcome based on the tenderer with the best level of skill, expertise required for each engagement under the contract.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : **152879**  
**MOVED** : **Cr Vandenberg**  
**SECONDED** : **Cr Miller**

**That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to APPOINT the following panel of providers based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 40-13/14 Earthmoving and Gravel Road Maintenance Services:**

- **Goldplay Holding Pty Ltd (84 116 469 222)**
- **Karratha Earthmoving and Sand Supplies (ABN 89 992 916 137)**
- **Gunther Civil Pty Ltd (ABN 75 148 208 664)**
- **Civil Road and Rail SX5 (ABN 11 121 538 252)**
- **Holmes Machine Operators Pty Ltd t/a Blacks Earthmoving (ABN 73 104 637 998)**

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil

**12.3 AWARD OF TENDER SUPPLY AND LAYING OF ASPHALT SERVICES**

<b>File No:</b>	<b>CM.178</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Reporting Author:</b>	<b>Manager Infrastructure</b>
<b>Date of Report:</b>	<b>29 May 2014</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Confidential Evaluation Report</b>

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**PURPOSE**

To seek Council's endorsement of the successful tenderer for the Supply and Laying of Asphalt Services Tender Number RFT 41-13/14.

**BACKGROUND**

On 1 February 2012 Council awarded the Supply and Laying of Asphalt Services Tender Number 02-11/12 to Downer EDI Works for a period of two years with a one year extension at the Shire's discretion. To take advantage of the current economic climate Council officers recommended not to exercise this option and instead test the market.

On 17 March 2014 Council resolved in part, via resolution 152791 to call for Tenders for the supply and laying of asphalt services for a period of two years and two by one year extensions. Initially tenders were called on 2 April 2014 and closed on 30 April 2014. Due to an administration error in applying the Council endorsed selection criteria, which was identified just prior to tender closing, no tenders were accepted and the CEO instructed for new tenders to be called.

Tenders were then subsequently advertised on 14 May 2014 and closed 28 May 2014.

Three tenders were received by the closing date from:

- Supercivil Pty Ltd
- Karratha Asphalt Pty Ltd
- Downer EDI Works Pty Ltd

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

- Manager Infrastructure
- Coordinator Works & Technical Services
- Senior Engineering Technical Officer

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

The criteria and associated weightings were:

Relevant Experience	15%
Key Personnel Skills and Experience	5%
Tenderer’s Resources	10%
Demonstrated Understanding	10%
Price	60%

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

**LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of low significance in terms of economic issues, however of high significance in terms of Council’s ability to maintain and develop its assets.

**COUNCILLOR/OFFICER CONSULTATION**

Consultation has taken place between panel members in evaluating and analysing the content of each tender submission.

**COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

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

**POLICY IMPLICATIONS**

Policy CE-13 Tender Evaluation Criteria is applicable.

**FINANCIAL IMPLICATIONS**

The expenditure associated with delivering services under this contract will be in accordance with Council’s budget allocations. The LTFP envisages a \$1m per annum spend on asphalt reseal services over the life of this contract.

**STRATEGIC IMPLICATIONS**

This item is relevant with the Council’s approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

- Our Program: 1.a.2.4 Maintain Shire infrastructure necessary to meet the community needs
- Our Services: 1.a.2.4.1 Maintain and renew road and pathway infrastructure

**RISK MANAGEMENT CONSIDERATIONS**

The term of the contract is proposed to be for a period of two years and two by one year extensions. This is designed to provide sufficient time to allow for a sound working relationship to be developed with the contractor over two years and then ensure delivery of quality work by extending on a year by year basis.

The two by one year extensions provide the ability to terminate the contract if need be, should there be little or no advantage to Council in continuing with the contractor.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Previous tender for similar services - RFT 02-11/12 was awarded to Downer EDI Works Pty Ltd which commenced on 1 February 2012 for a period of 2 years. Total value spent under contract for that period was \$2.98m.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS**Option 1

As per Officer's recommendation.

Option 2

That Council by Simple Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT support the Officers recommendation and DETERMINE a substitute Tenderer.

Option 3

That Council by Simple Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT support the Officers recommendation and NOT determine a substitute Tenderer.

**CONCLUSION**

The Evaluation Panel believes that the recommended tenderer provides the most advantageous outcome for the Shire. The recommended tenderer has demonstrated experience, project understanding and capacity to undertake the requirements of the Shire's supply and laying of asphalt services. The unit rate provided is a far superior outcome than that afforded under the previous contract for supply and laying of asphalt.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : **152880**  
**MOVED** : **Cr Lally**  
**SECONDED** : **Cr Smeathers**

**That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to APPOINT Supercivil Pty Ltd ABN 28 145 130 383 for the delivery of services as contained within the Scope of Works and based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 41-13/14 Supply and Laying of Asphalt.**

**CARRIED**

**FOR** : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil



## 12.4 AWARD OF TENDER SUPPLY AND LAYING OF CONCRETE (FOOTPATHS & KERBS)

<b>File No:</b>	<b>CM.176</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Reporting Author:</b>	<b>Manager Infrastructure</b>
<b>Date of Report:</b>	<b>29 May 2014</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Confidential Evaluation Report</b>

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### **PURPOSE**

To seek Council's endorsement of the successful tenderer for the Supply and Laying of Concrete (Footpaths & Kerbs) Tender Number 39-13/14.

### **BACKGROUND**

On 1 February 2012 Council awarded the Supply and Laying of Concrete (Footpaths & Kerbs) Tender Number 03-11/12 to Downer EDI Works for a period of two years with a one year extension at the Shire's discretion. To take advantage of the current economic climate with regard to keen pricing in the industry, Council officers elected to recommend not to exercise this option and instead test the market.

On 17 March, 2014 Council resolved in part, via resolution 152792 to call for Tenders for the supply and laying of concrete (footpaths and kerbs) for a period of two years and two by one year extensions. Initially tenders were called on 2 April 2014 and closed on 30 April 2014. Due to an administration error in applying the Council endorsed selection criteria, which was identified just prior to tender closing, no tenders were accepted and the CEO instructed for new tenders to be called.

Tenders were then subsequently advertised on 14 May 2014 and closed 28 May 2014.

Five tenders were received by the closing date from:

- Trustee for Allstate Kerbing and Concrete Trust
- Supercivil Pty Ltd
- Jetline corporation Pty Ltd
- Downer EDI Works Pty Ltd
- CS Industries WA Pty Ltd

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

- Manager Infrastructure
- Senior Engineering Technical Officer
- Engineering Technical Officer

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

The criteria and associated weightings were:

Relevant Experience	20%
Key Personnel Skills and Experience	20%
Tenderer's Resources	15%
Demonstrated Understanding	5%
Price	40%

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

#### **LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of low significance in terms of economic issues, however of high significance in terms of Council's ability to maintain and develop its assets.

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

Consultation has taken place between panel members in evaluating and analysing the content of each tender submission.

#### **COMMUNITY CONSULTATION**

No community consultation is required.

#### **STATUTORY IMPLICATIONS**

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

#### **POLICY IMPLICATIONS**

Policy CE-13 Tender Evaluation Criteria is applicable.

#### **FINANCIAL IMPLICATIONS**

The expenditure associated with delivering services under this contract will be in accordance with Council's budget allocations. The detail pertaining to rates are detailed in the confidential evaluation report.

#### **STRATEGIC IMPLICATIONS**

This item is relevant with the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	1.a.2.4	Maintain Shire infrastructure necessary to meet the community needs.
Our Services:	1.a.2.4.1	Maintain and renew road and pathway infrastructure.

#### **RISK MANAGEMENT CONSIDERATIONS**

The term of the contract is proposed to be a period of two years with two by one year extensions. This is designed to provide sufficient time to allow for a firm working relationship to be developed with the contractor over two years and then ensure delivery of quality work by extending on a year by year basis.

The two by one year extensions provide an ability to terminate the contract if need be, should there be little or no advantage to Council in continuing with the contractor.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Previous tender for similar services - RFT 03-11/12 was awarded to Downer EDI Works Pty Ltd which commenced on 1 February 2012 for a period of 2 years. Total value spent under contract for that period was in the vicinity of \$3.44m.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS**Option 1

As per Officer's recommendation.

Option 2

That Council by Simple Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT support the Officers recommendation and DETERMINE a substitute Tenderer.

Option 3

That Council by Simple Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT support the Officers recommendation and NOT determine a substitute Tenderer.

**CONCLUSION**

The Evaluation Panel believes that the recommended tenderer provides the most advantageous outcome for the Shire. The recommended tenderer has demonstrated experience, project understanding and capacity to undertake the requirements of the Shire's Laying of Concrete (Kerb and footpath) services. The unit rate provided is a far superior outcome than that afforded under the previous contract for supply and laying of concrete (footpath and kerb) services.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152881  
**MOVED** : Cr Miller  
**SECONDED** : Cr Smeathers

**That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to APPOINT Supercivil Pty Ltd ABN 28 145 130 383 for the delivery of services as contained within the Scope of Works based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 39-13/14 - Supply and Laying of Concrete (Footpaths & Kerbs) Services.**

**CARRIED**

**FOR** : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil



## 12.5 KARRATHA AIRPORT UPGRADE REQUEST FOR TENDER LEASE OF CONCESSION SPACES

<b>File No:</b>	<b>CM.179</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Reporting Author:</b>	<b>Airport Commercial Coordinator</b>
<b>Date of Report:</b>	<b>28 May 2014</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Confidential Evaluation Report</b>

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### **PURPOSE**

To seek Council's endorsement of the successful tenderer for the Karratha Airport – Commercial Concession Spaces Tender, Number 42-13/14 as part of the Karratha Airport Terminal Upgrade.

### **BACKGROUND**

The upgrade of the Karratha Airport Terminal is part of an integrated redevelopment strategy for Karratha Airport consistent with the 2013-2033 Airport Master Plan and Land Use Plan. As a result of the Terminal upgrade, five (5) new Concession spaces for retail, food and beverage outlets will be created as below:

Café / News / Gift	-	297.83m <sup>2</sup> .
Fast Food outlet	-	91.55m <sup>2</sup> and 14.37m <sup>2</sup>
Bar	-	14.12m <sup>2</sup> and 6.6m <sup>2</sup>
Duty Free	-	13.92m <sup>2</sup>
Grab and Go	-	33.96m <sup>2</sup>

Council undertook an Expression of Interest (EOI 21-13/14) process, which was advertised on 23 November 2013 and selected two proponents to invite to Tender. The RFT 42-13/14 opened on 4 April 2014 and closed 28 April 2014.

Two tenders were received by the closing date from:

- LS Travel Retail Pacific
- Dome Coffees Australia Pty. Ltd.

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

- Airport General Manager
- Airport Commercial Coordinator
- Airport Office Supervisor

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

The criteria and associated weightings were:

	<b>Criteria</b>	<b>Weighting</b>
1.	Consideration Offered (based on Minimum Guaranteed Rent and Percentage Turnover) as well as the Fit Out Consideration Offered	20%
2.	Sustainability, quality and relevance of the brand/offer	20%
3.	Quality and relevance of the Concept, Concept Design and delivery	15%
4.	Quality and relevance of the Business Plan	15%
5.	Evidence of financial capability	15%
6.	Demonstrated experience in a relevant food and beverage or retail outlet(s)	15%

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

#### **LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of low significance in terms of economic issues on the basis of the revised and approved business plan for the Karratha Airport Upgrade, but of high significance in the context a redeveloped airport terminal and the potential to enter into partnership with the private sector to carry out significant activities at the Karratha Airport.

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

The Airport Advisory Group (AAG) are briefed bi-monthly on the status of the project and the resulting commercial matters.

#### **COMMUNITY CONSULTATION**

Community consultation has taken place in relation to the terminal redevelopment including stakeholder workshops with existing tenants and information for airlines and general community.

#### **STATUTORY IMPLICATIONS**

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

The proposed disposal of property (Lease) will be required to comply with Section 3.58 of the *Local Government Act 1995*.

In addition, it is a requirement under the management order for the Airport Reserve that all leases are endorsed by the Minister for Lands.

#### **POLICY IMPLICATIONS**

Policy CE-13 Tender Evaluation Criteria is applicable.

#### **FINANCIAL IMPLICATIONS**

The revenue is in accordance with the approved Airport Redevelopment Business Plan.

The following is the essential terms proposed by LS Travel Retail Pacific. The summary of the Tendered Financial Consideration Proposal:

**Rental Revenue Projections: 7 Year Term (5 years + 2 year option)**

	Forecast Sales	Percentage Rent (%)	Total Rent	Minimum Guarantee
	\$ Gross Sales	X%	\$ x X%	85%
TOTAL				\$ 2,292,000

- a. A Minimum Guaranteed Rent set at not less than 85% of the total rent in Year 1, which is then adjusted in each year in accordance with C.P.I.; or if greater
- b. A Percentage of Gross Sales with tiers to maximise revenue as sales increase.

Other commercial terms proposed sort by the Proponent include;

Inclusion of a passenger traffic decline / rent mechanism clause.

Proponent and KTA to negotiate the trigger point and rent offset amount.

Inclusion of Airline Lounges Provisions clause

Should the opening of future airlines lounges occur, the Proponent and KTA to negotiate the trigger point and rent offset amount, should this have a tangible negative impact upon the tenant.

Exclusivity

The Proponent seeks a clause granting exclusive rights to the provision of Food, Beverage and Retail at KTA.

First Option to Expand

The Proponent seeks to be granted first rights to expand into other food, beverage and retail sites (including international duty free), and dependent upon future passenger demand.

**STRATEGIC IMPLICATIONS**

The Concession spaces to be leased are integral to the immediate foreseeable Terminal Upgrade.

This item is relevant with the Council’s approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

- Our Program: 1.a.2.2 Operate Karratha Airport to achieve a Commercial outcome.
- Our Services: 1.a.2.3 Provide strategic planning for the Airport

**RISK MANAGEMENT CONSIDERATIONS**

If Council is not able to lease the proposed concession space(s) within the commercial terms and rates proposed, the financial model in the Business Case will not be achieved. The mitigation strategies in this event will be to find alternate short term uses for the space or supplementary revenue streams.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Council has previously set precedence by delegating authority to the Chief Executive Officer to exclusively negotiate and amend leases with the existing tenants who operate at the Karratha Airport Terminal as a consequence of the Terminal Upgrade Project.

**VOTING REQUIREMENTS**

Simple and Absolute Majority

**OPTIONS**Option 1

As per Officer's recommendation.

Option 2

That Council by Simple Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT support the Officers recommendation and PROPOSE a substitute Tenderer.

Option 3

That Council by Simple Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT support the Officers recommendation and NOT propose a substitute Tenderer.

**CONCLUSION**

The Evaluation Panel believes that the recommended tenderer provides an offer best aligned with Karratha Airport's vision and passenger profile moving into the future, maximising outcomes for all stakeholders. The recommended tenderer provides a balanced retail mix offering a fresh and exciting experience for our travelling community and achieves revenue required in the Airport Redevelopment Business Plan.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 152882  
 MOVED : Cr Vandenberg  
 SECONDED : Cr Lally

1. That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOMINATE LS Travel Retail Pacific ABN 90 003 940 350 as the preferred tenderer for a total contract value minimum of \$2,292,000 over a seven (7) year term, based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 42-13/14 - Karratha Airport Upgrade - Lease Of Concession Spaces.
2. That Council by ABSOLUTE Majority pursuant to 5.42 of the *Local Government Act 1995* DELEGATES authority to the Chief Executive Officer to finalise lease negotiations with LS Travel Retail Pacific.

**CARRIED**

FOR : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
 AGAINST : Nil

**12.6 KARRATHA AIRPORT PASSENGER SCREENING AUTHORITY, SERVICE AND EQUIPMENT**

**File No:** TT.188  
**Responsible Executive Officer:** Director Strategic Projects & Infrastructure  
**Reporting Author:** Asset & Contracts Coordinator  
**Date of Report:** 29 May 2014  
**Applicant/Proponent:** Nil  
**Disclosure of Interest:** Nil  
**Attachments** Confidential PRC Final Assessment Sheets

**PURPOSE**

To seek Council endorsement to enter into subcontracts for supply and installation of Airport Passenger screening equipment and Airport screening and other security services based on the Pilbara Regional Council’s (PRC) recommendation and for the Chief Executive Officer to negotiate final contractual agreements.

**BACKGROUND**

At its meeting held on the 28 January 2014 Council resolved to:

- a) ENDORSE the scope of works for the Passenger Screening Authority Service and Equipment Request For Tender
- b) APPROVE the utilisation of the PRC to call and manage the Passenger Screening Authority Service and Equipment Request for Tender as the Master Contract Holder.
- c) NOTE that a further report will be presented to Council to consider entering in to a subcontract for the Passenger Screening Authority Service and Equipment;
- d) NOTE that the funding requirements will be required in the 2014/15 Budget and that the screening equipment and service costs are budget neutral and will in due course be recovered from airlines and ultimately the travelling public through screening Fees and Charges once resolved by Council; and
- e) RECOMMEND the following Selection Criteria be adopted by the PRC;

Criteria	Weighting
Previous experience of the Tenderer in the provision of security screening services/ screening equipment, and referee reports	15%
Ability to Service Requirements; Ability to provide sufficient resources to perform the duties as specified; Experience of personnel providing services; The availability and commitment of all personnel nominated as key personnel for the Contract	25%
Local preference	5%
Price	55%

- f) DELEGATE Authority to the CEO to finalise the scope of works and selection criteria with the Pilbara Regional Council for the Passenger Screening Authority Service and Equipment Request for Tender.

#### Screening Authority

Karratha Airport is a regulated security controlled airport. The airport is classified and required to provide full baggage and passenger screening services. These services are regulated through an approved Screening Authority (SA) and screening agent.

At the December 2013 Ordinary Meeting, Council resolved to make an application to the Office of Transport Security (OTS) to become the Karratha Airport SA. The SA transitioned from Qantas (who were using MSS Security as their contracted labour provider) to the Shire of Roebourne on 1 May 2014. The Shire is therefore now responsible for the provision of baggage and passenger screening services including staffing and providing equipment.

Resulting from the transition of the SA from Qantas to the Shire, the in situ passenger screening and trace detector equipment was purchased from Qantas. This purchase was in the full knowledge that a new X-ray unit would need to be purchased due to the grandfathering requirements of this equipment stipulated by OTS.

Due to the condensed timeframe for transition of the SA from Qantas, and as endorsed by Council at the December 2013 Ordinary Meeting, an interim agreement is in place with MSS Security to provide the screening staff for an initial term of 5 months to 30 September 2014.

#### Tender process

The Pilbara Airport Group of Karratha, Port Hedland and Newman, all being affected by the cessation of Qantas as the SA, worked cooperatively to ensure the procurement provided equitable and competitive purchasing value.

The Pilbara Regional Council (PRC) acted on behalf of the three member Councils – Town of Port Hedland, Shire of Roebourne and Shire of East Pilbara – to manage the procurement process in order to simplify the market offering and maximise economies of scale for competitive costing.

The PRC conducted an open and transparent evaluation process including evaluation by officers from the three airports to provide preferred contractors for supply and installation of screening equipment and screening and other security services.

Contracts based on the conditions outlined in the PRC tender documentation are now required to be entered directly by the Shire.

### **PRC001/14 Supply and Installation of Screening Equipment**

#### Security screening equipment evaluation

The supply and installation of security screening equipment (tender PRC001/14) evaluation was based on the following criteria:

- understanding of requirements – demonstrated understanding of specification requirements and relevance of proposal (20%)
- previous experience (10%)
- installation program and plans (15%)
- local preference (5%)
- capital cost of equipment (20%)
- whole of life cost of equipment including maintenance, service rates, spare parts and consumables (30%)

Security equipment – scope of work

The contractor is required to supply, install, train and provide maintenance (for five years) of security screening equipment for Karratha Airport. Equipment includes:

- x-ray observation unit (two view) which complies with the Office of Transport Security requirements
- roller beds (two 3 metre beds)
- walk through metal detector (two) which complies with Office of Transport Security equipment certification requirements
- explosive trace detection unit (two) and 12 month supply of consumables
- hand held metal detector units (three)
- relevant documentation including operator manuals, maintenance manuals and warranty information
- operator training
- preventative and remedial maintenance (five years plus 2 x 1 year extension options) including onsite servicing minimum two per annum, 24/7 telephone support, electrical and radiation safety checks with all parts, labour and expenses to be covered by contractor

Security equipment – preferred tenderer

3 bids were received for the supply of security equipment:

- L-3
- Morpho
- Smiths Detection

Based on the tender evaluations review, the preferred tenderer for supply of security equipment was Smiths Detection as it was deemed to provide the best offer to Council. A copy of the PRC Final Assessment sheet is contained in the confidential section of the agenda.

In order to have the new equipment installed and operational by October 2014 and given three-month procurement lead times, it is recommended that the equipment is procured as soon as practicable.

The exact extent of the amount of capital equipment is yet to be finalised however Smiths tenders the most affordable pricing with Karratha Airport requiring an estimated capital purchase amount of up to \$200,000 (ex GST). Operational expenses for consumables and maintenance pricing was also tendered. Subject to extent of equipment purchased the associated operational expense applicable for a period of five years is estimated to be \$200,000 (ex GST).

**PRC002/14 Supply and Screening Services**Security services

The supply of labour for passenger screening, checked baggage screening, security and kerbside services (tender PRC002/14) is for a three year contract period with two one year extension options. The evaluation was based on the following criteria:

- contractors methodology – demonstrated understanding of the services required and its approach to these services (35%)
- previous experience – evidence of successfully providing services elsewhere (25%)
- indigenous participation plan (5%)
- cost of service (30%)
- local preference (5%)

Security services – scope of work

The scope of work for airport screening services as outlined in the tender documentation includes:

- operate passenger screening points with minimum of five trained and competent personnel
- operate checked baggage screening points
- domestic maintenance of screening equipment
- airport security provision including establishing sterile areas, responding to duress alarms and screening aircraft
- manage property such as lost or confiscated property
- assistance to external agencies
- airport representation including participation in committees and emergency exercises
- positive representation including assisting passengers through the screening process, having a positive approach and managing disputes should they occur
- compliance including ensuring that services meet if not exceed relevant legislative and statutory requirements
- kerbside security

Security services – preferred tenderer

3 bids were received for the supply of security services:

- MSS
- Toll
- Patrons Protective

Based on the tender evaluations review, the preferred tenderer for screening and other security services was MSS as they scored highly across all key criteria, particularly in regards to previous experience and cost of service. A copy of the PRC Final Assessment sheet is contained in the confidential section of the agenda.

The contract period is anticipated to commence on 1 July 2014. The first year's annual operational expense will be \$3,381,479 (ex GST) for the 2014/15 year. The fee for future years will be subject to CPI increase on each anniversary date of the contract period. As previously endorsed by Council, the cost will be fully recovered from airlines on a per-departing passenger basis.

**LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of high significance in terms of economic and functional ability for the Council's to maintain the airports operational capability.

**COUNCILLOR/OFFICER CONSULTATION**

Consultation has taken place between Officers of the three airports and the PRC by way of the tender evaluation process. The Airport Advisory Group (AAG) are briefed bi-monthly on the status of the project and the resulting commercial matters. Council was previously briefed by the Airport General Manager in July and December 2013 by way of presentations to Council Briefing Sessions and subsequent Council items.

**COMMUNITY CONSULTATION**

Community consultation has taken place with existing tenants, airlines and stakeholders.

**STATUTORY IMPLICATIONS**

- In terms of the *Aviation Transport Security Act 2004* Karratha Airport is classified as a Security Controlled airport.
- In terms of Section 16(2) of this Act, the Shire of Roebourne as owner/operator of Karratha Airport, has a Transport Security Plan (TSP) aimed at ensuring the security integrity of the domestic and international aviation networks. Our TSP will be resubmitted to OTS to reflect changes to these screening arrangements at Karratha Airport.
- In terms of Regulation 4.03 of the *Aviation Transport Security Regulations 2005*, Qantas Airways Ltd was appointed as Screening Authority (SA) at Karratha Airport. The SA may provide screening services from within its own organisation structure, or outsource such a service to an accredited and approved third party.
- The withdrawal by Qantas as SA requires the airport owner/operator to become the SA or to appoint another Screening Authority in terms of the Act, Regulations and the TSP, and ensure the provision of screening services.

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

**POLICY IMPLICATIONS**

Council Policy CE 13 Tender Evaluation is pertinent to this matter.

**FINANCIAL IMPLICATIONS**

The 2014/15 Budget provides that the capital costs of the screening equipment and service costs be budget neutral. There is an additional cost for the PRC Due Diligence checks and Legal Review, this cost to be shared across the Pilbara Airport Group.

These costs will in due course be recovered from airlines through screening Fees and Charges. Council Resolution No. 152755 of January 2014 approved this recovery mechanism to commence 1 May 2014. All airlines were notified of the applicable fees and the date of commencement.

**STRATEGIC IMPLICATIONS**

This item is relevant with the Shire's approved Strategic Community Plan 2012 - 2022 and Corporate Business Plan 2012 - 2016. In particular the Operational Plan 2013-2014 provides for this activity:

Our Program:	1.a.2.2	Operate Karratha Airport to achieve a Commercial Outcome.
Our Services:	1.a.2.2.1	Provide facilities and terminal accommodation for anticipated passenger densities to service our community and customers.

**RISK MANAGEMENT CONSIDERATIONS**

The recommendation to award the tender to the named contractor is based on the combined assessment of a five and seven member panels who have considered all aspects of the nine submissions received.

The level of risk is considered to be moderate to high to the Shire in terms of service interruption and compliance if the officer's recommendation is not adopted.

**IMPACT ON CAPACITY**

The level of impact is considered to be moderate to the Shire in terms of service interruption and compliance if the officer's recommendation is adopted.

**RELEVANT PRECEDENTS**

There are no relevant precedents related to this matter.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by Simple Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT support the Officers recommendation and PROPOSE a substitute Tenderer.

**CONCLUSION**

Tenders were invited via a combined tender process for the Pilbara Airports Group through the PRC for the supply and installation of Screening Equipment and supply of Screening Services. The recommended providers offer the best value for money and are seen as an appropriate solution to Karratha Airport's requirements.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 152883  
MOVED : Cr Miller  
SECONDED : Cr Harris

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* and the outcomes of the Pilbara Regional Council Tender 001/14 and 002/14 RESOLVES to:

1. **AWARD** a contract to Smiths Detection for up to \$200,000 for the Supply and Installation of Screening Equipment plus ongoing operational costs for an initial period of 5 years;
2. **AWARD** a contract to MSS Security for \$3,381,479 per annum for the Supply and Screening Services for an initial 3 year period subject to annual CPI increases; and
3. **NOTE** that the Budget funding requirements are provided for in the finance year 2014/15 and mechanisms are in place to establish recovery so as to achieve cost neutrality for these capital and operational costs.

**CARRIED**

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FOR : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
AGAINST : Nil

Cr Hipworth declared a financial interest in Item 12.7 Karratha Airport Upgrade Request for Delegation to Engage a Leasing Agent for Commercial Office Space as Cr Hipworth owns a locally based Real Estate Agency.

At 8.01 pm Cr Hipworth left the Chambers.

## **12.7 KARRATHA AIRPORT UPGRADE REQUEST FOR DELEGATION TO ENGAGE A LEASING AGENT FOR COMMERCIAL OFFICE SPACE**

<b>File No:</b>	<b>TT.158</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Reporting Author:</b>	<b>Airport General Manager</b>
<b>Date of Report:</b>	<b>16 June 2014</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

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### **PURPOSE**

To consider the status of commercial negotiations with Airlines for lounge space as part of the Karratha Airport Terminal Redevelopment.

### **BACKGROUND**

In February 2014 Council authorised the Chief Executive Officer to negotiate with the Qantas and Virgin Airlines exclusively to lease partial terminal space for individual airline lounges. Despite several offers and attempts by Council Officers no agreements have been reached with Qantas advising in writing they are not willing to undertake the development of a lounge at this time.

The space on the upper floor of the terminal is approximately 800 square metres. The Terminal Redevelopment project provides a dedicated lift and stair access and exterior walls but excludes any fit out or provision of facilities. This strategy was adopted to provide the greatest flexibility in offering the space to the market. With no take up from Airlines, Officers have discussed the potential for alternate uses of the space noting the commercial objectives of the project.

At the December 2013 Council Meeting the Business Case that underpins the Karratha Airport Terminal Upgrade was endorsed. The Business Case proposed a commercial lease fee of \$400 per square metre per annum plus GST for the area.

A new strategy is suggested to address the lack of interest from airlines to achieve the revenue in the Business Case by offering the upper floor space for lease to aviation related business as commercial offices. The premium location within a security controlled space is seen as unique in Karratha and could create interest in the market for companies wanting this exclusive space.

To facilitate this process Council Officers recommend to call for quotes to engage a Commercial Leasing Agent to seek market offers for this aviation related business commercial office space within a range of commercially acceptable terms and conditions.

Offering this space to the market will rely on a combination of market intelligence, knowing who is and who is likely to be in the market together with using traditional marketing. It is considered the market intelligence required justifies engaging a specialist commercial leasing agent with an existing comprehensive network.

Secondly, utilising a leasing agent will provides the opportunity for the leasing agent to procure market bids and enable the Shire to consider those bids. Should Council so choose, it could provide a delegation to the CEO to finalise lease negotiations on the basis of timely delivery of bids at or above the agreed price of \$400 psqm pa.

A condition of this agency agreement would be to exclude airline lounges.

#### **LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of low significance in terms of economic issues on the basis of the revised and approved business plan for the Karratha Airport Upgrade, but of high significance in the context a redeveloped airport terminal.

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

The Airport Advisory Group (AAG) who are briefed bi-monthly on the status of the project and the resulting commercial matters.

#### **COMMUNITY CONSULTATION**

Community consultation has taken place in relation to the terminal redevelopment including stakeholder workshops with existing tenants and information for airlines and general community.

#### **STATUTORY IMPLICATIONS**

The proposed disposal of property (lease) will be required to comply with Section 3.58 of the *Local Government Act 1995*.

In addition, it is a requirement under the management order for the Airport Reserve that all leases are endorsed by the Minister for Lands.

Further, and in accordance with Section 5.42 of the *Local Government Act 1995* it is recommended that Council delegates authority to the Chief Executive Officer to finalise lease negotiations for aviation related business commercial office space, publicly advertise the proposed lease(s), seek public submissions and having considered those submissions, authorise the execution of lease agreements.

#### **POLICY IMPLICATIONS**

There are no policy implications. However, this report has been marked confidential to protect commercially sensitive information and maintain financial information which may be required during ongoing negotiations.

#### **FINANCIAL IMPLICATIONS**

Subject to negotiations for aviation related business commercial office space, the Shire proposes to achieve a rate for upper floor space in the redeveloped terminal of a minimum of \$400 per square metre per annum or above plus GST with variations to the lease and rent commencement dates as commercially negotiated. The revenue objectives of Karratha Airport Terminal Upgrade Business Case will be achieved based on these arrangements.

**STRATEGIC IMPLICATIONS**

This item is relevant with the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	1.a.2.2	Operate Karratha Airport to achieve a Commercial outcome.
Our Services:	1.a.2.3	Provide strategic planning for the Airport

**RISK MANAGEMENT CONSIDERATIONS**

If Council is not able to lease the proposed lounge area(s) within the commercial terms and rates proposed, the financial model in the Business Case will not be achieved. The mitigation strategies in this event will be to find alternate short term uses for the space or supplementary revenue streams.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Council has previously set precedence by delegating authority to the Chief Executive Officer to exclusively negotiate and amend leases with the existing tenants who operate at the Karratha Airport Terminal as a consequence of the Terminal Upgrade Project.

**VOTING REQUIREMENTS**

Simple and Absolute Majority

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

The Council by SIMPLE majority pursuant to Section 3.18 of the *Local Government Act 1995* resolves to engage a Commercial Leasing Agent and to seek and negotiate market offers for aviation related business commercial office space but not to execute leases until the outcomes of those negotiations are presented to Council for consideration.

**CONCLUSION**

The Karratha Airport Terminal Redevelopment will provide various spaces for lease to commercial entities. The upper floor includes space adequate for up to two airline lounges however to date Qantas and Virgin have not sort to proceed with this opportunity.

This report seeks Council's approval to call for quotes to engage a Commercial Leasing Agent and to seek and negotiate market offers for aviation related business commercial office space and execute lease agreements.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152884  
**MOVED** : Cr Vandenberg  
**SECONDED** : Cr Smeathers

1. That Council by **SIMPLE** Majority pursuant to Section 3.18 and Section 3.58 of the *Local Government Act 1995* **RESOLVES** to:
  - a) **SEEK** quotations and appoint a commercial real estate agency to then offer to the market the space on the upper floor of the redeveloped airport terminal for aviation related business commercial offices; and
  - b) **AUTHORISE** the Chief Executive Officer to negotiate with prospective commercial tenants to lease partial terminal space for aviation related business commercial offices including all lease conditions and costs and at a rate that is not lower than the amount that is specified in the Karratha Airport Terminal Business Case.
2. Subject to the outcome above, Council by **ABSOLUTE** Majority pursuant to Section 3.58(3) of the *Local Government Act 1995* **DELEGATES** authority to the Chief Executive Officer to finalise lease negotiations with aviation related business commercial tenants, publicly advertise the proposed lease(s), seek public submissions and subject to no submissions being received, authorise the execution of lease agreements.

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Harris, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil

At 8.01 pm Cr Hipworth re-entered the Chambers.

## 13 ITEMS FOR INFORMATION ONLY

**Responsible Officer:** Chief Executive Officer

**Reporting Author:** Minutes Secretary

**Disclosure of Interest:** Nil

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### PURPOSE

To advise Council of the information items for May 2014.

### VOTING REQUIREMENTS

Simple

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### OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

**Res No** : 152885  
**MOVED** : Cr Miller  
**SECONDED** : Cr White-Hartig

That Council NOTE the following information items:

- 13.1 Shire President's Mail
- 13.2 Register of Documents Stamped with the Shire's Common Seal
- 13.3 Non-Statutory Donations
- 13.4 Building Statistics
- 13.5 Planning Decisions Issued
- 13.6 Joint Development Assessment Panel Applications
- 13.7 Ranger Statistics
- 13.8 Environmental Health Statistics
- 13.9 Economic Development Update
- 13.10 Waste Services Data
- 13.11 Shire Lazy Lands Project
- 13.12 Major Purchase Authorised by Chief Executive Officer
- 13.13 Karratha Airport Tien Tsin Inne – Transition to Temporary Catering Facility Onyx
- 13.14 Apprentices & Trainees
- 13.15 Community Services Update

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil

**13.1 SHIRE PRESIDENT’S MAIL – MAY 2014**

**Responsible Officer:** Chief Executive Officer  
**Reporting Author:** EA to CEO & Shire President  
**Date of Report:** 2 June 2014  
**Disclosure of Interest:** Nil  
**Attachment(s)** Nil

**PURPOSE**

Incoming correspondence for the Shire President

Date	Subject Details	From
01/05/2014	Pilbara Regional Council - Councillor payment for FY14 meeting sitting fees - Peter Long; payment has been processed.	Pilbara Regional Council
12/05/2014	Concerns raised regarding the Karratha Airport tender selection panel recommending an eastern states building (Woollam) for this project; advising as a concerned local some concerning facts about the contractor have been located; attached copies of documents; correspondence is anonymous.	Anonymous
19/05/2014	Cossack Advisory Group - Landowners request to attend Cossack Advisory Group Meeting.	Stuart Otto
20/05/2014	Selected two of the Economic Regulation Authority (ERA) Draft Report - repeal the Royalties for Regions legislation and abolish KeyStart as soon as possible - the Nationals for Regional WA.	The Nationals for Regional WA
26/05/2014	Join the Australian Local Government Association's (ALGA) to have the government to restore the indexation of the Local Government Financial Assistance Grants (FAGS) which has been frozen for three years until 2017-18 - ALGA is convening its 2014 National General Assembly in Canberra from 15 to 18 June 2014.	Australian Local Government Association

**13.2 REGISTER OF DOCUMENTS STAMPED WITH THE SHIRE OF ROEBOURNE  
COMMON SEAL**

**Responsible Officer:** Chief Executive Officer  
**Reporting Author:** EA to CEO & Shire President  
**Date of Report:** 2 June 2014  
**Disclosure of Interest:** Nil  
**Attachment(s)** Nil

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**PURPOSE**

To advise Councillors of documents, as listed below, that have been stamped with the Common Seal of the Shire of Roebourne since the last Council Meeting.

<b>DATE</b>	<b>DOCUMENT</b>
	Nil

**13.3 NON STATUTORY DONATIONS FOR PERIOD ENDING 31 MAY 2014**

**File No:** MAY14  
**Responsible Officer:** Director Corporate Services  
**Author Name:** Management Accountant  
**Date of Report:** 28 May 2014  
**Disclosure of Interest:** Nil

To provide Council with a summary of Non Statutory Donations made during the specified period. The original budget amounts for 2013/14 were adopted in Council Res No. 152557 Municipal Fund Budget 2013/14.

<b>Shire of Roebourne</b>	<u>Current Budget</u>	<u>Actual YTD</u>	<u>Funds Remaining</u>
<b>Non Statutory Donations</b>	\$	\$	\$
<b>For the Period Ending 31 May 2014</b>			
Contribution - Dampier Community Assoc	\$ 100,000	\$ 65,671	\$ 34,329
Contribution - Pt Samson Community Assoc	\$ 100,000	\$ 30,000	\$ 70,000
Contribution - Roebourne Advisory Group	\$ 100,000	\$ 17,035	\$ 82,965
Contribution - Wickham Community Assoc	\$ 100,000	\$ -	\$ 100,000
Contribution - Karratha Community Assoc (to be CFWD)	\$ -	\$ 21,432	-\$ 21,432
Ex Gratia Contribution - Dampier Community Assoc	\$ 100,000	\$ 25,943	\$ 74,057
Ex Gratia Contribution - Wickham Community Assoc	\$ 250,000	\$ 165,000	\$ 85,000
Ex Gratia Contribution - Roebourne Advisory Group	\$ 125,000	\$ -	\$ 125,000
Ex Gratia Contribution - Pt Samson Community Assoc	\$ 125,000	\$ -	\$ 125,000
Nor West Jockey Club (to be CFWD)	\$ -	\$ 18,000	-\$ 18,000
Pilbara Multicultural Assoc	\$ 10,000	\$ 2,500	\$ 7,500
The Salvation Army	\$ 13,000	\$ 6,764	\$ 6,236
St John'S Ambulance (Roebourne)	\$ 15,000	\$ 9,615	\$ 5,385
School Awards	\$ 1,100	\$ 675	\$ 425
Walkington Awards	\$ 5,500	\$ 5,145	\$ 355
Community And Youth Training Services Inc.	\$ 43,800	\$ 41,966	\$ 1,834
David Wirrpanda Foundation	\$ 25,000	\$ -	\$ 25,000
Karratha Bikers Association	\$ 1,500	\$ 1,390	\$ 110
Karratha Community House Inc.	\$ 24,285	\$ 22,435	\$ 1,850
Karratha Falcons Football & Sporting Club Inc.	\$ 5,000	\$ 5,000	\$ -
Karratha Golf Club	\$ 5,000	\$ -	\$ 5,000
Local Information Network Karratha (Link)	\$ 5,280	\$ 4,237	\$ 1,043

<b>Shire of Roebourne</b>	<u>Current Budget</u>	<u>Actual YTD</u>	<u>Funds Remaining</u>
<b>Non Statutory Donations</b>	\$	\$	\$
<b>For the Period Ending 31 May 2014</b>			
The Luke Adams Foundation	\$ 50,000	\$ 27,289	\$ 22,711
Pilbara Community Legal Services	\$ 50,000	\$ 50,000	\$ -
Terre Rouge Ballet Inc.	\$ 5,000	\$ 5,000	\$ -
Wickham Youth Group	\$ 25,500	\$ 10,871	\$ 14,629
State Emergency Services	\$ 13,410	\$ 6,068	\$ 7,342
Yaandina Family Centre Inc.	\$ 50,000	\$ 12,500	\$ 37,500
Sundry Donations To Community Groups	\$ -	\$ 5,876	-\$ 5,876
Fee Waiver	\$ 20,000	\$ 7,316	\$ 12,684
Port Walcott Yacht Club	\$ 15,000	\$ 15,000	\$ -
	<b>1,383,375</b>	<b>582,728</b>	<b>800,647</b>

**13.4 MONTHLY BUILDING STATISTICS - MAY 2014**

**File No:** GR.27  
**Responsible Executive Officer:** Director Development Services  
**Reporting Author:** Manager Regulatory Services  
**Date of Report:** 30 May 2014  
**Disclosure of Interest:** Nil  
**Attachment(s)** Nil

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**PURPOSE**

To provide Council with the Building Statistics for the period specified.

<b>Building Statistics 2014</b>													
<b>CATEGORY</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>YTD</b>
<b>Building Permits</b>													
Dwellings	24	4	17	2	4								51
Alterations and Additions	0	3	3	1	1								8
Swimming Pools and Spas	7	5	3	4	4								23
Outbuildings (inc signs and shade)	18	21	31	34	26								130
Group Development	0	0	5	0	0								5
Number sole occpcy units/grp development	0	0	0	0	0								0
Commercial	2	4	2	2	0								10
<b>Monthly total</b>	<b>51</b>	<b>37</b>	<b>61</b>	<b>43</b>	<b>35</b>	<b>0</b>	<b>227</b>						
<b>Building Approval Certificates &amp; Demolition Certificates</b>													
Demolition Permits	5	4	1	0	2								12
Dwellings	0	0	0	0	0								0
Alterations and Additions	0	0	0	0	0								0
Swimming Pools and Spas	0	0	1	0	0								1
Outbuildings	8	2	2	2	2								16
Group Development	0	0	0	0	0								0
Number sole occpcy units/grp development	0	0	0	0	0								0
Commercial	0	0	0	0	0								0
Occupancy Permit				4	2								6
<b>Monthly total</b>	<b>13</b>	<b>6</b>	<b>4</b>	<b>6</b>	<b>6</b>	<b>0</b>	<b>35</b>						
<b>Total \$'000 Construction Value</b>	<b>16,691</b>	<b>14,909</b>	<b>25,481</b>	<b>2,706</b>	<b>4,989</b>								<b>64,776</b>
<b>Building Statistics 2013</b>													
<b>CATEGORY</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>TOTAL</b>
<b>Building Permits</b>													
Dwellings	16	8	6	2	12	92	88	21	67	20	18	57	407
Alterations and Additions	1	2	3	0	4	4	3	5	3	1	2	0	28
Swimming Pools and Spas	8	2	7	5	8	6	1	6	7	3	4	2	59
Outbuildings	37	30	35	14	23	38	45	44	17	32	35	21	371
Group Development	3	1	1	1	1	2	2	1	5	0	2	0	19
Number sole occpcy units/grp development	13	23	10	8	8	32	24	8	50	0	216	0	392
Commercial	9	8	5	9	5	5	8	10	9	8	2	4	82
<b>Monthly total</b>	<b>87</b>	<b>74</b>	<b>67</b>	<b>39</b>	<b>61</b>	<b>179</b>	<b>171</b>	<b>95</b>	<b>158</b>	<b>64</b>	<b>279</b>	<b>84</b>	<b>1358</b>
<b>Building Approval &amp; Demolition Certificates</b>													
Demolition Permits	1	5	13	1	3	2	1	0	0	3	1	0	30
Dwellings	0	0	0	0	0	0	0	0	3	0	0	0	3
Alterations and Additions	2	0	0	0	0	0	0	0	0	0	0	0	2
Swimming Pools and Spas	0	0	0	0	0	1	0	0	0	0	0	0	1
Outbuildings	4	1	1	0	1	1	2	0	0	0	0	1	11
Group Development	0	0	0	0	0	0	0	0	0	0	0	0	0
Number sole occpcy units/grp development	0	0	0	0	0	0	0	0	0	0	0	0	0
Commercial	0	0	0	0	0	0	1	2	0	0	0	0	3
<b>Monthly total</b>	<b>7</b>	<b>6</b>	<b>14</b>	<b>1</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>50</b>
<b>Total \$'000 Construction Value</b>	<b>44,375</b>	<b>23,774</b>	<b>17,867</b>	<b>16,885</b>	<b>27,869</b>	<b>70,900</b>	<b>87,711</b>	<b>28,250</b>	<b>68,744</b>	<b>20,839</b>	<b>67,166</b>	<b>43,554</b>	<b>517,934</b>

**13.5 PLANNING DECISIONS ISSUED 03 MAY 2014 – 30 MAY 2014**

**File No:** TA/1/1  
**Responsible Officer:** Director Development Services  
**Author Name:** Planning Administration Officer  
**Disclosure of Interest:** Nil

**PURPOSE**

To advise Council of the following planning decisions issued for the above period.

APP	DECISION	OWNER	APPLICANT	ADDRESS	APP TYPE	DEVELOPMENT
DA14037	Approved Delegate	Shire of Roebourne	Pilbara Health Network	Lot 7017 Basset Road, Karratha	Development	GP Super Clinic
DA14045	Approved Delegate	S & M Construction (WA) Pty Ltd	S & M Construction (WA) Pty Ltd	Lot 680 Nairn Street, Roebourne	Development	Storage Shed
DA14050	Approved Delegate	G I and A Dadleh	Timik Developments	Lot 105 Marniyarra Loop, Baynton	R-Code Variation	Variation for open space
DA14051	Approved Delegate	Kiwin Hose Doctor Pty Ltd	LE Roberts Drafting and Design	Lot 50 Coolawanyah Road, KIE	Development	Proposed Shed
DA14052	Approved Delegate	MJ and AW Whitecross	LE Roberts Drafting and Design	Lot 244 Bajamalu Drive, Baynton	R-Code Variation	Variation for Open Space
DA14054	Approved Delegate	Woodside Energy Pty	Prompt Contracting and Fencing	Lot 1848 Demetre Crescent, Pegs Creek	R-Code Variation	Front fence to be 1.8m in height
P3274	Approved Amendment	Dajas Pty Ltd	LE Roberts Drafting and Design	Lot 750 Andover Way, Bulgarra	Amendment	Amendment to plans for supplementary accommodation
P3351	Approved Amendment	JA and JD Robinson	Fratelle Group Architects	Lot 2586 Augustus Drive, KIE	Amendment	Amended to plans for warehouse and laydown area
P2875	Approved Amendment	Peter Cook	PDF Service	Lot 99 Oakover Crescent, Dampier	Amendment	Amendment to plans for garage and carport

**13.6 JOINT DEVELOPMENT ASSESSMENT PANEL APPLICATIONS 03 MAY – 30 MAY 2014**

**File No:** TA/1/1  
**Responsible Officer:** Director Development Services  
**Author Name:** Planning Administration Officer  
**Disclosure of Interest:** Nil

**PURPOSE**

To advise Council of the status of JDAP Applications for the above period.

APPL. #	LODGEMENT DATE	OWNER	APPLICANT	ADDRESS	DESCRIPTION	JDAP MEETING DATE
JDAP 14003	25/03/14	SHIRE OF ROEBOURNE	RAMTRON AUSTRALIA PTY LTD	LOT 4657 SHARPE AVENUE	HILTON DOUBLETREE HOTEL, THE QUARTER, KARRATHA	04 June 2014

**13.7 MONTHLY RANGER STATISTICS**

**File No:** LE.245  
**Responsible Executive Officer:** Director Development Services  
**Reporting Author:** Manager Regulatory Services  
**Date of Report:** 30 May 2014  
**Disclosure of Interest:** Nil  
**Attachment(s)** Nil

**PURPOSE**

To provide Ranger Services Statistics for the Council's information.

	Central Zone (B/PC/MW/KIE)	West Zone (N/NW/B/BW/GRIE/D)	East Zone (R/W/PS/C)	Total
Activities on Shire Properties	1	1	0	<b>2</b>
Abandoned vehicles	2	4	9	<b>15</b>
Animal (dogs/other)	18	20	10	<b>48</b>
Cats	8	4	7	<b>19</b>
Camping	0	0	2	<b>2</b>
Cyclone	0	0	0	<b>0</b>
Fire	0	0	1	<b>1</b>
Litter	3	3	2	<b>8</b>
Parking	15	4	3	<b>22</b>
Off Road Vehicles	0	1	0	<b>1</b>
<b>Total Action requests</b>	<b>47</b>	<b>37</b>	<b>34</b>	<b>118</b>

No applications to keep three or more dogs on a residential property were received this month.

For this month there was 69 calls forwarded from our after-hours call centre. 37 of those calls required an immediate after-hours response.

Rangers Statistics 2014														Ranger Statistics 2013													
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD	2013 TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
<b>Inspections/reinspections/audits</b>														<b>Inspections/reinspections/audits</b>													
Activities on Shire Properties	0	0	0	0	2								2	13	1	0	0	1	2	1	1	1	1	4	1	0	
Abandoned vehicles	25	56	14	26	15								136	300	15	16	77	20	32	15	21	22	25	15	20	22	
Animal (dogs/etc)	62	53	50	53	48								266	941	86	91	95	72	94	92	102	89	50	54	68	48	
Cats	30	22	22	20	19								113	33											19	14	
Camping	0	1	7	4	2								14	71	3	5	3	22	13	5	8	4	6	0	1	1	
Cyclone	3	0	0	1	0								4	98	6	8	0	0	0	0	0	0	0	0	81	3	
Fire	1	0	0	0	1								2	97	3	2	2	1	0	0	5	8	4	2	67	3	
Litter	10	15	31	13	8								77	180	10	22	20	12	21	12	16	12	18	17	14	6	
Parking	21	16	9	18	22								86	232	12	17	12	37	15	13	20	22	18	7	32	27	
Off Road Vehicles	0	2	2	1	1								6	26	3	2	2	1	1	1	1	7	3	3	0	2	
<b>Monthly total</b>	<b>152</b>	<b>165</b>	<b>135</b>	<b>136</b>	<b>118</b>	<b>0</b>	<b>706</b>	<b>1991</b>	<b>139</b>	<b>163</b>	<b>211</b>	<b>166</b>	<b>178</b>	<b>139</b>	<b>174</b>	<b>165</b>	<b>125</b>	<b>102</b>	<b>303</b>	<b>126</b>							
<b>Infringements Issued</b>														<b>Infringements Issued</b>													
Bushfire	3	1	0	0	0								4	15	7	0	0	1	1	0	1	3	1	0	1	0	
Activities on Shire Properties	0	0	0	0	0								0	1	0	0	0	0	0	0	0	1	0	0	0	0	
Animal (dogs/cats/etc)	3	0	3	6	1								13	72	13	5	5	6	8	3	8	3	8	5	7	1	
Camping	0	1	1	2	0								4	43	5	1	0	16	17	2	0	0	2	0	0	0	
Litter	3	0	2	8	4								17	30	2	2	4	4	0	0	2	2	1	4	9	0	
Parking	18	30	7	12	48								115	98	6	8	4	19	14	3	5	6	7	8	18	0	
<b>Monthly total</b>	<b>27</b>	<b>32</b>	<b>13</b>	<b>28</b>	<b>53</b>	<b>0</b>	<b>153</b>	<b>259</b>	<b>33</b>	<b>16</b>	<b>13</b>	<b>46</b>	<b>40</b>	<b>8</b>	<b>16</b>	<b>15</b>	<b>19</b>	<b>17</b>	<b>35</b>	<b>1</b>							
<b>Impounded Dogs</b>														<b>Impounded Dogs</b>													
Central	16	13	9	12	15								65	172	15	13	10	8	24	11	14	20	10	23	11	13	
East	10	4	7	6	4								31	83	3	10	5	3	18	7	12	6	0	6	4	9	
West	12	11	9	13	10								55	151	17	14	11	17	13	10	18	11	11	6	17	6	
<b>Monthly total</b>	<b>38</b>	<b>28</b>	<b>25</b>	<b>31</b>	<b>29</b>	<b>0</b>	<b>151</b>	<b>406</b>	<b>35</b>	<b>37</b>	<b>26</b>	<b>28</b>	<b>55</b>	<b>28</b>	<b>44</b>	<b>37</b>	<b>21</b>	<b>35</b>	<b>32</b>	<b>28</b>							
Released to Owner	13	14	12	16	10								65	196	16	20	15	22	29	13	24	20	10	4	11	12	
Rehomed to SAFE	14	10	7	7	4								42	83	7	6	6	3	11	6	15	10	7	2	10	0	
Euthanised by Ranger	10	2	5	6	7								30	33	2	6	3	0	7	4	4	1	0	0	6	0	
Euthanised by Vet	1	2	1	0	2								6	718	60	69	50	53	102	51	87	68	38	41	59	40	
<b>Monthly total</b>	<b>38</b>	<b>28</b>	<b>25</b>	<b>29</b>	<b>23</b>	<b>0</b>	<b>143</b>	<b>1030</b>	<b>85</b>	<b>101</b>	<b>74</b>	<b>78</b>	<b>149</b>	<b>74</b>	<b>130</b>	<b>99</b>	<b>55</b>	<b>47</b>	<b>86</b>	<b>52</b>							
<b>Impounded Cats</b>														<b>Impounded Cats</b>													
Central	2	17	7	9	10								45	35												19	16
East	16	3	19	5	18								61	32												15	17
West	5	5	0	7	1								18	6												4	2
<b>Monthly total</b>	<b>23</b>	<b>25</b>	<b>26</b>	<b>21</b>	<b>29</b>	<b>0</b>	<b>124</b>	<b>73</b>	<b>0</b>	<b>38</b>	<b>35</b>																
Released to Owner	0	3	0	1	0								4	1												1	0
Rehomed to SAFE	4	3	11	10	9								37	25												9	16
Euthanised by Vet	6	16	13	10	10								55	41												21	20
Euthanised by Ranger	13	3	2	0	0								18	0												0	0
<b>Monthly total</b>	<b>23</b>	<b>25</b>	<b>26</b>	<b>21</b>	<b>19</b>	<b>0</b>	<b>114</b>	<b>67</b>	<b>0</b>	<b>31</b>	<b>36</b>																

**13.8 MONTHLY ENVIRONMENTAL HEALTH STATISTICS**

**File No:** LE.288  
**Responsible Executive Officer:** Director Development Services  
**Reporting Author:** Manager Regulatory Services  
**Date of Report:** May 2014  
**Disclosure of Interest:** Nil  
**Attachment(s)** Nil

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**PURPOSE**

To provide Environmental Health Statistics for the Council's information.

Environmental Health Statistics														Environmental Health Statistics													
2014														2013													
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD	2013 - YTD	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
<b>Inspections/reinspections/audits</b>														<b>Inspections/reinspections/audits</b>													
Food premises inspection/reinspection	11	11	37	14	4									77	136	24	7	1	36	0	0	0	8	9	12	34	5
Lodging house inspection	0	0	1	17	2									20	41	0	0	0	1	0	0	34	6	0	0	0	0
Camping/caravan park inspection	0	0	0	3	1									4	7	0	0	0	0	0	0	7	0	0	0	0	0
Public building inspection	0	0	3	27	1									31	0	0	0	0	0	0	0	0	0	0	0	0	0
Swimming pool inspection	1	0	0	0										1	28	0	0	0	0	0	0	0	0	0	28	0	0
Hairdressers inspection	5	0	2	1	0									8	3	0	0	0	0	0	0	0	1	1	0	1	0
Beauty therapy/skin penetration inspection	3	1	8	0	0									12	9	0	0	0	0	0	0	0	1	0	2	5	1
Septic tank inspections	0	0	1	0										1	0												
Closed premises	8	1	5	2	0									16	23	3	0	0	0	7	0	0	3	8	0	2	0
<b>Monthly total</b>	<b>28</b>	<b>13</b>	<b>57</b>	<b>64</b>	<b>8</b>	<b>0</b>	<b>170</b>	<b>247</b>	<b>27</b>	<b>7</b>	<b>1</b>	<b>37</b>	<b>7</b>	<b>0</b>	<b>41</b>	<b>19</b>	<b>18</b>	<b>42</b>	<b>42</b>	<b>6</b>							
<b>Health nuisances/complaints investigated</b>														<b>Health nuisances/complaints investigated</b>													
Air Pollution	0	0	1	0	1									2	11	0	1	3	1	0	0	1	0	0	1	3	1
Building & Accommodation	1	1	5	0	2									9	26	1	1	3	3	4	3	2	0	2	1	6	0
Effluent & Water Pollution	2	3	1	0	0									6	0	0	0	0	0	0	0	0	0	0	0	0	0
Food Safety	0	2	0	0	0									2	44	5	7	9	13	5	2	1	0	0	1	0	1
Noise Pollution	1	3	0	1	0									5	37	4	2	2	6	5	6	2	2	3	3	0	2
Nuisance	3	7	0	3	0									13	28	0	1	1	1	4	1	2	1	9	6	0	2
Pest Control	2	4	0	0	0									6	34	8	3	4	4	4	3	0	0	1	1	5	1
Refuse & Litter	1	1	0	0	0									2	10	1	1	1	0	1	2	0	0	2	1	0	1
Skin Penetration	1	1	0	0	0									2	2	0	0	0	0	1	1	0	0	0	0	0	0
Stallholders & Traders	0	2	0	0	0									2	6	0	0	0	0	0	0	3	2	0	1	0	0
Other	0	0	0	0	0									0	66	5	14	17	15	4	11	0	0	0	0	0	0
<b>Monthly total</b>	<b>11</b>	<b>24</b>	<b>7</b>	<b>4</b>	<b>3</b>	<b>0</b>	<b>49</b>	<b>264</b>	<b>24</b>	<b>30</b>	<b>40</b>	<b>43</b>	<b>28</b>	<b>29</b>	<b>11</b>	<b>5</b>	<b>17</b>	<b>15</b>	<b>14</b>	<b>8</b>							
<b>Notifiable infectious diseases</b>														<b>Notifiable infectious diseases</b>													
Ross River Virus (RRV)	0	2	13	2	3									20	4	0	0	0	2	2	0	0	0	0	0	0	0
Barmah Forest Virus (BHV)	0	0	0	0	0									0	12	0	0	5	2	2	0	0	0	0	3	0	0
Salmonellosis	2	0	2	3	1									8	4	0	0	0	3	0	0	0	0	0	0	1	0
Campylobacteriosis	3	1	3	0	1									8	1	0	0	0	0	0	0	0	0	0	0	1	0
Cryptosporidiosis	0	0	1	0	0									1	3	0	0	0	3	0	0	0	0	0	0	0	0
Other	0	0	0	0	0									0	0												
<b>Monthly total</b>	<b>5</b>	<b>3</b>	<b>19</b>	<b>5</b>	<b>5</b>	<b>0</b>	<b>37</b>	<b>24</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>10</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>2</b>	<b>0</b>							
<b>Other health</b>														<b>Other health</b>													
Assess development applications	3	9	2	3	1									18	61	3	9	5	7	7	10	11	3	0	2	3	1
Assess building applications	0	0	0	0	0									0	3	1	1	1	0	0	0	0	0	0	0	0	0
Respond to swimming pool positive detections	3	3	8	1	1									16	9	0	0	0	2	0	0	0	2	3	0	2	0
Healthy dog day	0	1	0	0	1									2	4	0	1	0	0	1	0	0	1	0	0	1	0
Chicken bleeding	2	2	2	3	2									11	24	2	2	2	3	2	2	3	2	2	2	1	1
<b>Monthly total</b>	<b>8</b>	<b>15</b>	<b>12</b>	<b>7</b>	<b>5</b>	<b>0</b>	<b>47</b>	<b>101</b>	<b>6</b>	<b>13</b>	<b>8</b>	<b>12</b>	<b>10</b>	<b>12</b>	<b>14</b>	<b>8</b>	<b>5</b>	<b>4</b>	<b>7</b>	<b>2</b>							

### 13.9 ECONOMIC DEVELOPMENT UPDATE

<b>File No:</b>	<b>ED</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Economic Development Advisor</b>
<b>Date of Report:</b>	<b>30 May 2014</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

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#### **PURPOSE**

To inform Council of economic development activities for the month of May.

#### **BACKGROUND**

Council's Strategic Theme Two: Our Economy has as its goal a well-managed and diversified economy to maximise the benefits of growth in the region. Our response is a range of economic initiatives, projects and partnerships.

#### **REPORT**

##### **1. Economic and Demographic information provision**

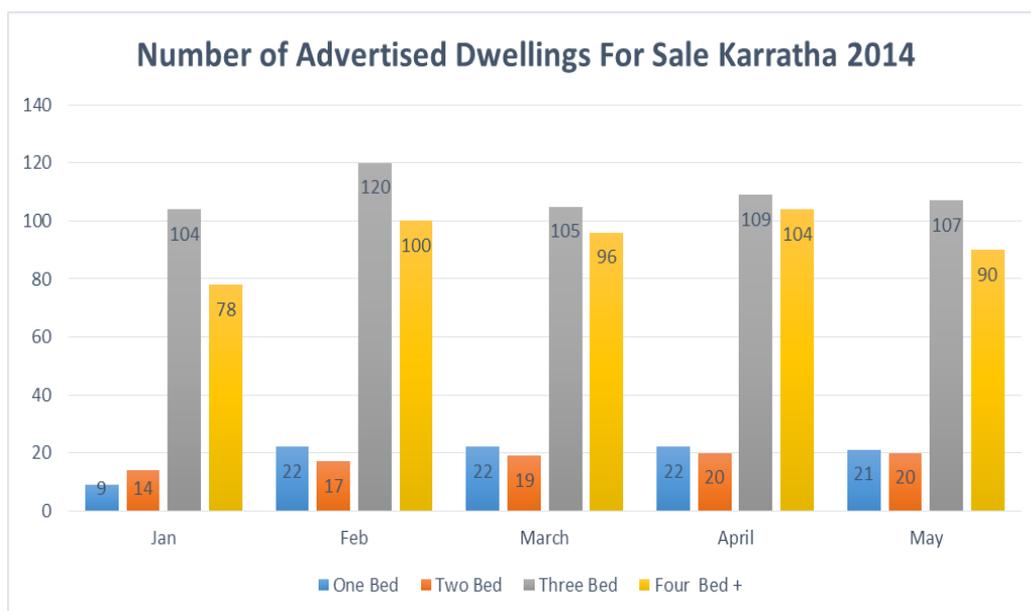
A key component of the Shire's Economic Development Strategy is the provision of economic, demographic and population data, reports, advice and project briefings and collaboration with key stakeholders: For the month of March, the Economic Development Advisor has engaged with:

- New Regional Project Manager, Landcorp
- Senior Consultant, Imani Development - economic development in the Shire
- SBCWP - Board Meeting
- KDCCI - Board Meeting
- Manager, The Mac Services Group – project update
- GM Business Development, Aurizon
- CCIWA Pilbara Resources Tour Group– networking event
- Chevron Community Reference Group Meeting
- Community Engagement Advisor, Chevron
- Economic Development Advisor, Chevron
- DSD International Trade and Investment Team Tour
- Home Based Business Network - SBCWP
- Australian Property Institute - Pilbara Conference
- Co-Producer, Blue Dog
- Tenure Officer, Department of Mines and Petroleum
- General Manager, The Ranges Karratha
- Manager, Small Business Development Commission

**2. Karratha and Districts - Housing and Land Development March Update**

**2.1 Residential Homes and Apartments Advertised For Sale (Realestate.com.au)**

Location	April 2014				May 2014			
	No.	Min \$	Max \$	Avg \$	No.	Min \$	Max \$	Avg \$
<b>Karratha</b>								
One Bed	22	\$172,000	\$609,000	\$390,000	21	\$172,000	\$644,000	\$408,000
Two Bed	20	\$370,000	\$615,000	\$492,500	20	\$370,000	\$615,000	\$492,500
Three Bed	109	\$429,000	\$840,000	\$635,000	107	\$390,000	\$840,000	\$615,000
Four Bed +	104	\$495,000	\$1,290,000	\$892,050	90	\$495,000	\$1,290,000	\$495,000
<b>Total</b>	<b>255</b>				<b>238</b>			
<b>Dampier</b>								
Three Bed	7	\$690,000	\$1,150,000	\$920,000	2	\$669,000	\$748,000	\$708,500
Four Bed +	4	\$910,000	\$1,100,000	\$1,005,000	3	\$839,000	\$950,000	\$895,000
<b>Total</b>	<b>8</b>				<b>5</b>			
<b>Wickham</b>								
Three Bed	3	\$390,000	\$490,000	\$440,000	6	\$390,000	\$495,000	\$442,500
Four Bed					1	\$550,000	\$550,000	\$550,000
<b>Total</b>	<b>3</b>				<b>7</b>			
<b>Pt Samson</b>								
Four Bed +	1	\$870,000	\$870,000	\$870,000	1	\$870,000	\$870,000	\$870,000
<b>Total</b>	<b>1</b>				<b>1</b>			
<b>Roebourne</b>								
Two Bed	1	\$350,000	\$350,000	\$350,000	0	n/a	n/a	n/a
Four Bed +	3	\$480,000	\$530,000	\$505,000	4	\$480,000	\$580,000	\$530,000
<b>Total</b>	<b>4</b>				<b>4</b>			
<b>Shire Total</b>	<b>271</b>				<b>255</b>			



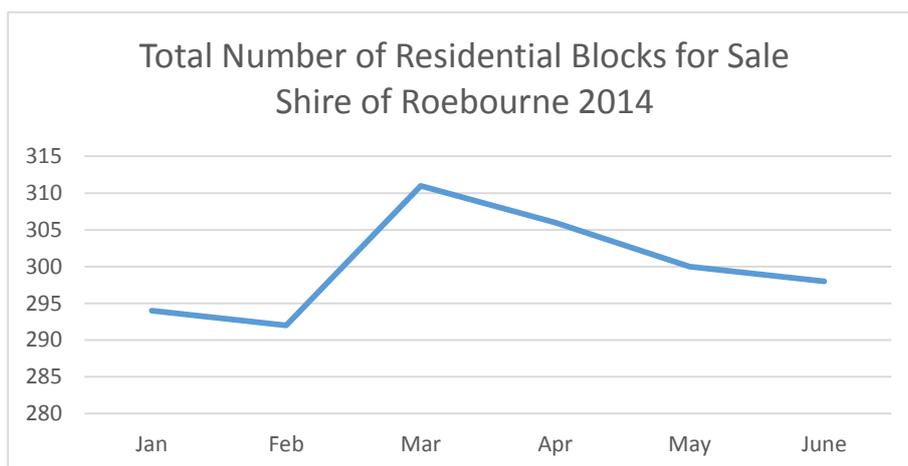
**Commentary**

The number of houses available for sale in Wickham has doubled with owners keen to market with renewed optimism on the Anketell Port development. Seventeen four bedroom properties less advertised for sale this month compared to April with many under offer and evidence of price discounting to move properties. Much less movement in one, two and three bedroom properties as keen local buyers see better value in the discounted four bedroom market.

**2.2 Residential Land Availability**

Location	April				May			
	No	Min \$	Max \$	Avg \$	No	Min \$	Max \$	Avg \$
Point Samson	1	\$415,000	\$415,000	\$415,000	1	\$415,000	\$415,000	\$415,000
Roebourne (Yaburriji Estate)	60	\$119,000	\$141,500	\$130,250	60	\$119,000	\$141,500	\$130,250
Roebourne (Other)	0	n/a	n/a	n/a	0	n/a	n/a	n/a
Wickham	1	\$340,000	\$340,000	\$340,000	0	n/a	n/a	n/a
Pegs Creek	0	n/a	n/a	n/a	0	n/a	n/a	n/a
Bulgarra	2	\$575,000	\$575,000	\$575,000	3	\$575,000	\$575,000	\$575,000
Millars Well	3	\$480,000	\$480,000	\$480,000	3	\$480,000	\$480,000	\$480,000
Jingarri Estate, Nickol	32	\$250,000	\$420,000	\$335,000	28	\$250,000	\$420,000	\$335,000
Madigan Estate, Gap Ridge	200+	\$195,000	\$341,000	\$268,000	200+	\$195,000	\$341,000	\$268,000
Baynton West	4	\$193,000	\$374,000	\$337,000	3	\$193,000	\$253,000	\$223,000
Total Blocks	306+				298+			

Total number of lots available across the Shire of Roebourne 2014					
Jan	Feb	Mar	Apr	May	June
294	292	311	306	300	298

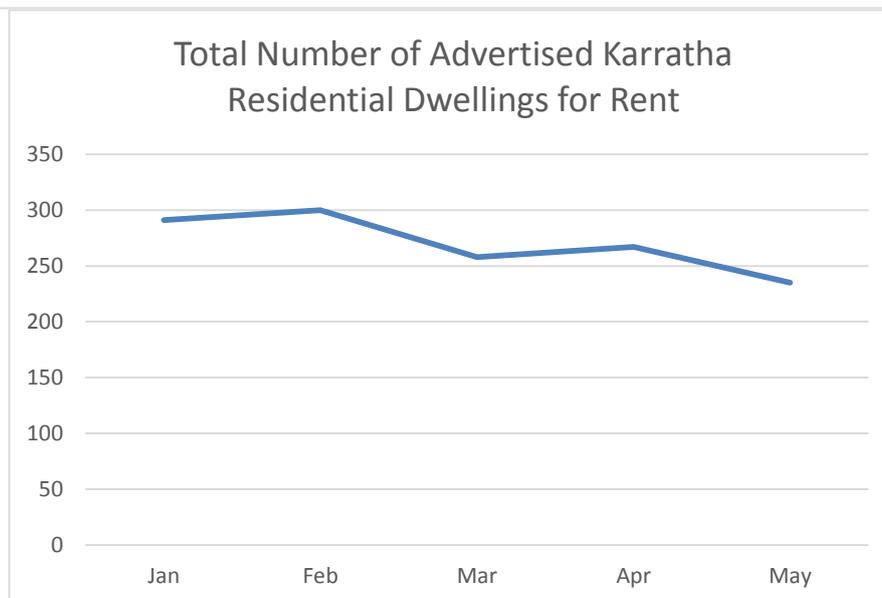
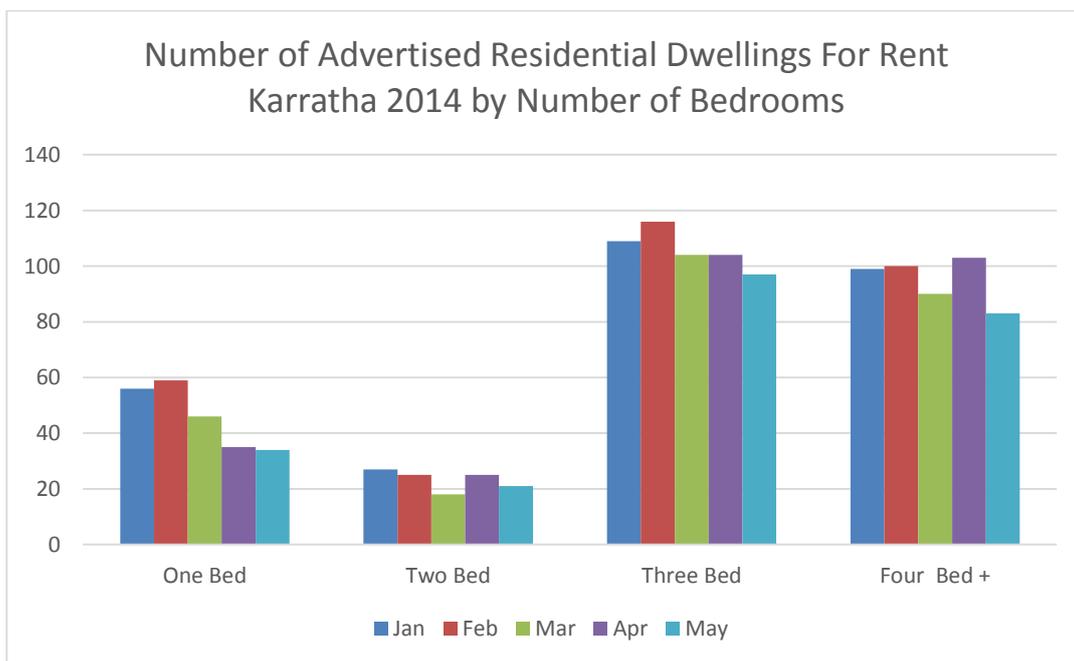


**Commentary**

The average number of lots available across the whole municipality over the last six months is around 300. There has been marginal movement of lots over the first half of the year thus far.

### 2.3 Residential For Rent

Karratha For Rent	April				May			
	No	Min \$	Max \$	Avg \$	No	Min \$	Max \$	Avg \$
One Bed	35	\$300	\$1,200	\$750	34	\$300	\$1,200	\$750
Two Bed	25	\$500	\$1,200	\$850	21	\$490	\$1,200	\$845
Three Bed	104	\$430	\$1,750	\$1,090	97	\$450	\$1,750	\$1100
Four Bed +	103	\$700	\$2,100	\$1,400	83	\$500	\$2,100	\$1300
<b>Karratha Total</b>	<b>267</b>				<b>235</b>			



### **Commentary**

There has been a 13% decline in availability of rental properties in Karratha in the last month with 32 properties being leased during May which would indicate that the market is moving again. Most of the movement has been in three and four bedroom properties. Average rental prices for one to three bedroom properties have stabilised whilst in the four bedroom market you can now rent older style four bedroom homes for \$500 - \$600 per week whilst a good quality 4x2 executive home with a pool can be had for around \$1400 per week.

### **2.2 Overall Market Analysis**

The market is on the move again in Karratha with bargain hunters snapping up discounted properties especially in the four bedroom market. Rentals are also being taken up with availability at its lowest levels this year and average advertised prices seeming to stabilise. Land sales are only trickling at this stage as better value is seen in buying an established property at discounted pricing.

### **3. Chevron Gorgon Update**

The Chevron Community Reference Group for Karratha met on Wednesday 14 May. Community Engagement Advisor, Rod Mapstone provided an update on the project which is nearing 80% completion. Simultaneous operations are expected to be undertaken later this year as hydrocarbons are introduced into Train One whilst construction continues on the additional trains.

Chevron's commitment to community development continues with sponsorship of the Yirra Yaakin Regional Tour through Roebourne and Ashburton schools from 21 to 28 May, sponsorship of the Pilbara Women's Network and the commencement of the next round of the North West Community Spirit Fund in June details of which are available at [www.chevronaustralia.com/community/community-spirit-fund](http://www.chevronaustralia.com/community/community-spirit-fund). Applications close on 30 June 2014.

Simon Beresford, Planner Off-Island for the GJV announced that an application has been made to the relevant Minister to relocate around 200 white collar workers from Barrow Island to the Karratha area for a period of 6-12 months due to operational requirements. There is expected to be some economic benefits to the local community including some potential employment opportunities. Expected to commence by the end of May with around 50 workers rising to 200 by the end of June.

### **4. Home Based Business Network**

On Wednesday 28 May, the Small Business Centre West Pilbara hosted a home based business workshop "Are you Online?" as part of its partnership with the Shire of Roebourne. The workshop was well attended and covered off on the areas of selling on line, use of social media for marketing, website creation tips and using mobile applications. The new Manager of Westpac Karratha, Donna Poyner also gave a presentation on some new Westpac mobile business banking solutions and introduced her new personal banking team members, Megan Thomas and Emma Thomas. Great feedback was received by participants on the content, delivery and organisation and it also led to follow up consultations with the SBCWP team. The next Home Based Business Workshop is to be held on 20 August at the Karratha Leisureplex with a theme of "Business Basics" targeted at new home business start-ups.

Through the Shire's funding partnership, the Small Business Centre West Pilbara is able to provide these workshops free of charge to the small business community. It is part of the Shire's economic development strategy to support the small business community and help in creating new jobs and diversifying the local economy.

**5. Business Events for June/July**

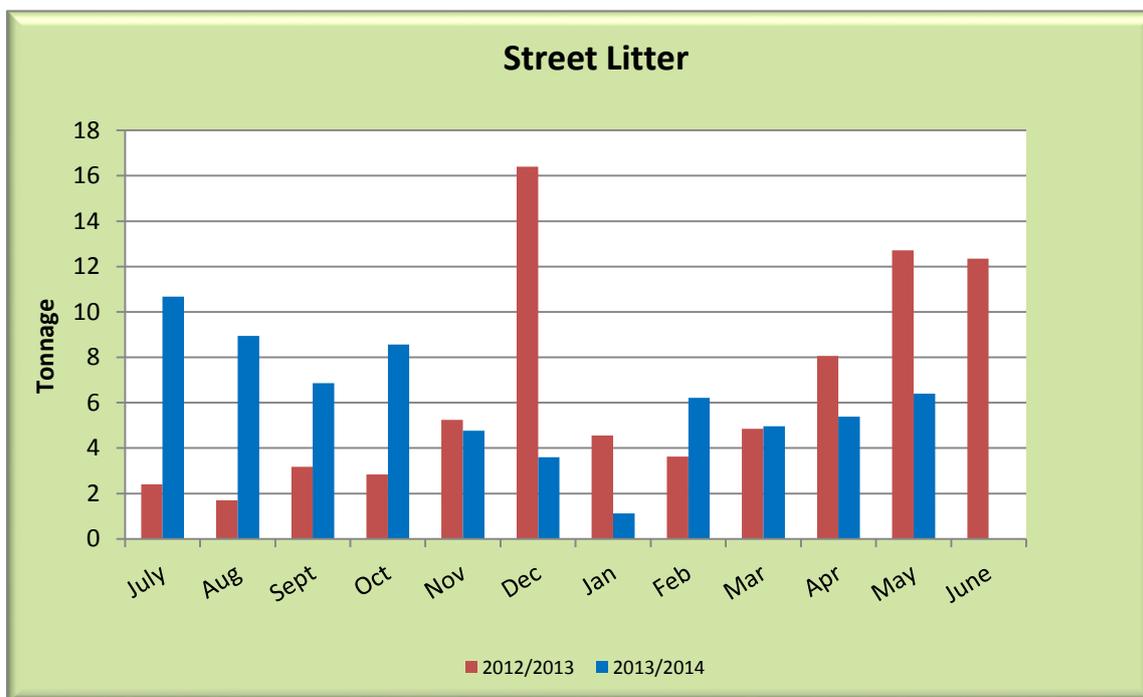
<b>Date</b>	<b>Event</b>	<b>Location</b>	<b>Contact</b>
5 June 2014	Business Health Review	Pilbara Skills Centre	SBCWP 9144 4668
11 June 2014	KDCCI Business After Hours Wrapped Creations and The Tambrey	Tambrey Garden	KDCCI  91441999
12 June 2014	ATO Requirements	Pilbara Skills Centre	SBCWP 9144 4668
17 June 2014	Defence Industry Update	Goldfinch Room, KI	victor.abramowicz@defence.gov.au
19 June 2014	Budget and Cash Flows	Pilbara Skills Centre	SBCWP 9144 4668
26 June 2014	Business Basics	Welcome Lotteries House	SBCWP 9144 4668
28 June 2014	Shire of Roebourne Business After Hours	Leisureplex	KDCCI  91441999
23 July 2014	Pilbara Pulse Economic Summit <a href="http://www.pilbarapulse.com.au">www.pilbarapulse.com.au</a>	Karratha Leisureplex	KDCCI  91441999
23-24 July 2014	Karratha Business Expo <a href="http://www.karrathabusinessexpo.com.au">www.karrathabusinessexpo.com.au</a>	Karratha Leisureplex	91441999

**13.10 WASTE SERVICES DATA**

**File No:** WM.2  
**Responsible Executive Officer:** Director Strategic Projects & Infrastructure  
**Reporting Author:** Waste Services Office Supervisor  
**Date of Report:** 28 May 2014  
**Disclosure of Interest:** Nil  
**Attachment(s)** Nil

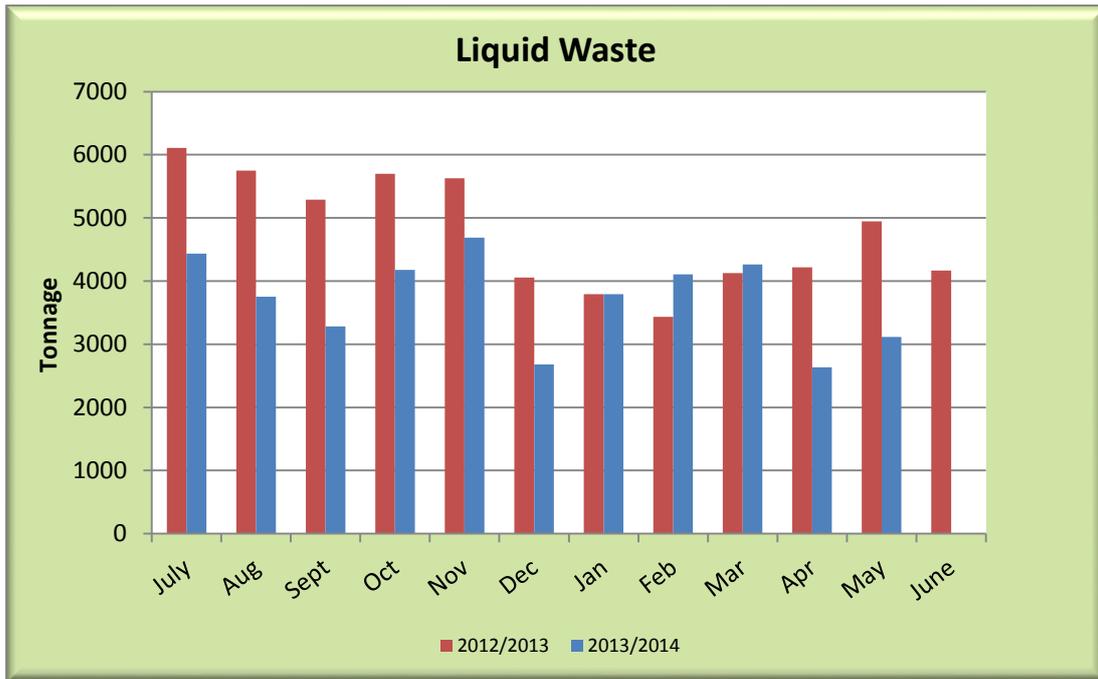
**PURPOSE**

To provide an illustration of Waste Services data collected for the current month, including a comparison with the 2012/13 financial year data. Please note the current month's figures are only an estimate. The actual figure will be updated before the next meeting.

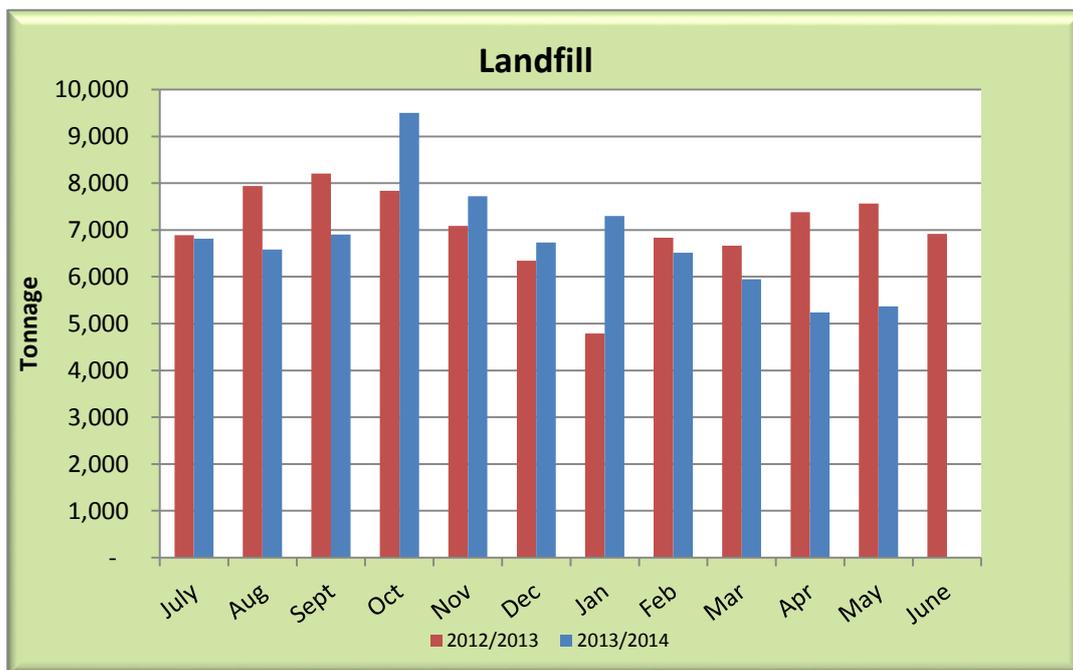


Street Litter collected from Karratha, Dampier, Roebourne, Wickham, Cossack and Point Samson and delivered to the 7 Mile Waste Facility.

Drop in January 2014 street litter tonnage result of deployment of Litter Crew to Cyclone Christine clean up.



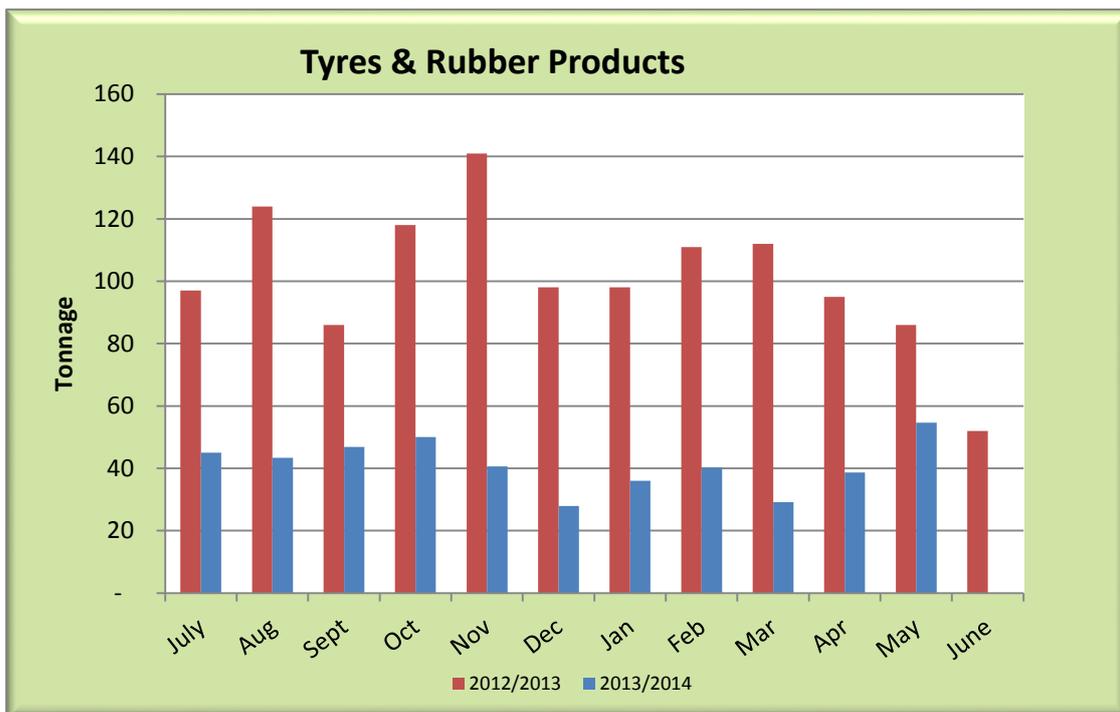
Liquid Waste delivered to the 7 Mile Waste Facility



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

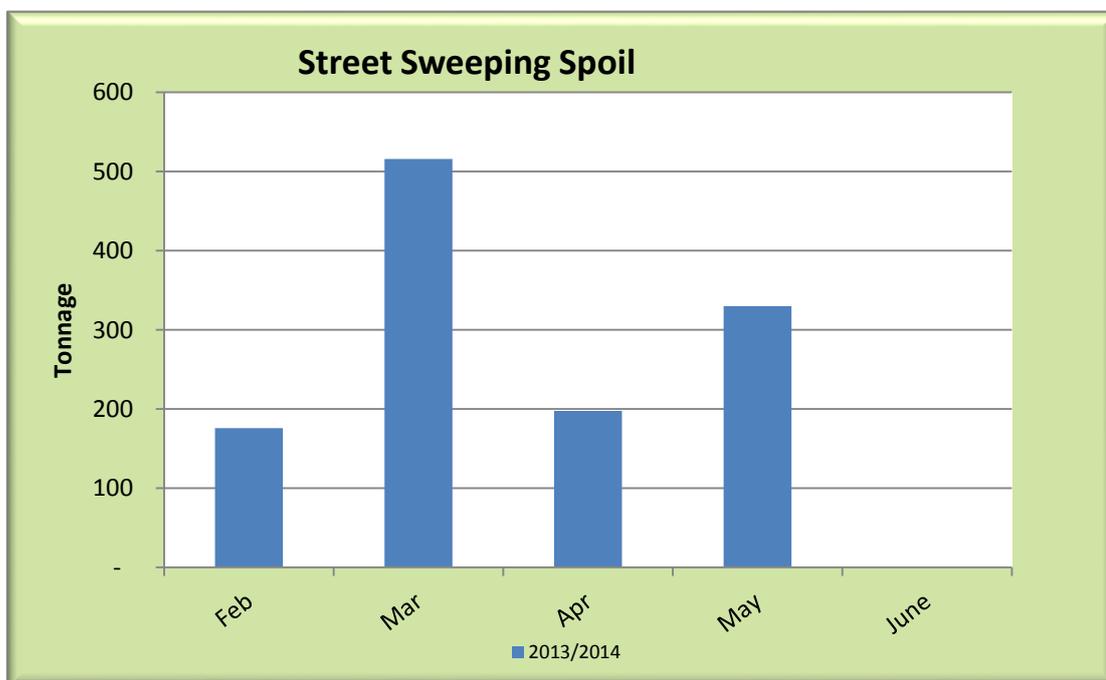
January 2014 landfill tonnage total includes Cyclone Christine clean up waste delivered to the 7 Mile Waste Facility (approx. 2104 tonnes).

February 2014 landfill tonnage total includes Cyclone Christine clean up waste delivered to the 7 Mile Waste Facility (approx. 340 tonnes).



Tyres and Rubber products delivered to the 7 Mile Waste Facility.

Noted reduction in the year to date volumes potentially as a consequence of introducing new fees and charges which subsequently reduces the impact on landfill.



The street sweeping contractor commenced 3 February 2014.

Road Sweeping in Karratha is completed with the machines currently in Dampier. Next on the schedule is Point Samson.

**13.11 SHIRE LAZY LANDS PROJECT**

<b>File No:</b>	<b>LP.102</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Reporting Author:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Date of Report:</b>	<b>28 May 2014</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

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**PURPOSE**

To provide Councillors with an update on the Shire of Roebourne Land De-constraint (Lazy Lands) Project.

**BACKGROUND**

The Shire nominally secured 7 sites under the State Government's Lazy Lands Project in 2012. Based on preliminary feasibility analysis, Council elected to pursue the initial development of five sites that included:

- Lot 602 Pelusey Way, Nickol
- Lot 611 Mayo Court, Nickol
- Lot 612, Boyd Close, Nickol
- Lot 683 Gregory Way, Bulgarra; and
- Lot 651 Hancock Way, Bulgarra

Council had initially allocated \$2,298,413 in the 2013/14 Budget towards the Lazy Lands Project. The Budget anticipated; the purchase of land from the State Government, project management expenses, engagement of a civil engineer and ultimately a civil contractor to enable Council to progress a development option for each site. The total project budget is \$3.1m

On 28 October 2013, Council resolved to appoint the Pilbara Regional Council (PRC) to deliver the Shire of Roebourne Stage 1 Lazy Lands Project including the procurement of the Civil Engineer, Surveyor, Civil Contractor and other consultants as required subject to the engagement of all contractors being contained within Council's budget allocation.

Utilisation of the PRC was justified on the basis that the PRC would receive Country Local Government Funding (CLGF) with the intent to conduct land de-constraining projects, similar to Lazy Lands, in partnership with each member Council across the Pilbara. The Shire nominated Lot 602 Pelusey Way, Nickol, Lot 611 Mayo Court, Nickol and Lot 612, Boyd Close, Nickol under the scheme with development costs to be offset by CLGF funding. As at the time of preparing this report, the PRC had not been presented with a Financial Assistance Agreement to execute the funding arrangements. The implication is that the Shire is fully funding the expenses for the three lots mentioned above that would otherwise be offset by funding.

Further, since July 2013 the Shire has written to the Department of Lands on several occasions to finalise the process of acquiring the five sites. The Shire last wrote to the Department on 17 March 2014 and after no response, wrote to the Minister on 20 May seeking an update. To date no response has been forthcoming. The Shire understands the

issue pertains to the value of the land proposed for acquisition which is under review within the Department.

At present the Shire has supported and met costs associated with the Civil Engineer and Surveyor appointments. Additionally service connection applications have been made to two sites. To date \$188,218 has been spent on the project in the 2013/14 financial year.

With the land acquisition process stalling this has impacted on project delivery including finalising civil work design and tender and payment for various service connections which have been delayed or postponed. The delay will require a revised project cash flow and re budgeting of project expenses in the 2014/15 financial year.

**13.12 MAJOR PURCHASE AUTHORISED BY THE CHIEF EXECUTIVE OFFICER**

**File No:** PL.19  
**Responsible Officer:** Director Strategic Projects & Infrastructure  
**Reporting Author:** Fleet & Plant Coordinator  
**Date of Report:** 30 May 2014  
**Disclosure of Interest:** Nil  
**Attachment(s)** Nil

**PURPOSE**

To advise Councillors of a major purchase of plant equipment.

**BACKGROUND**

On 17 March 2014 Council resolved by ABSOLUTE Majority pursuant to Sections 3.58 and 5.42 of the *Local Government Act 1995* to:

1. APPROVE the disposal of P8002 Bomag refuse compactor;
2. APPROVE the delegation of authority to the Chief Executive Officer to accept or decline offers for the disposal of P8002; and
3. APPROVE the purchase of the new refuse compactor and allocate funds in the 2014/15 Budget for the estimated cost of \$1,000,000 funded from the Waste Reserve as identified in the 10 year Plant Replacement Program.

The early order placement of the refuse compactor has provided Waste Services with the appropriate resources to continue services in the safest and most cost effective manner.

Below are the details of the quote awarded to Tutt Bryant.

<b>Quotation No:</b>	VP000000015246	<b>Project Budget:</b>	\$1,000,000
<b>RFQ Title:</b>	NEW 36 tonne Refuse / landfill Compactor via WALGA panel		
<b>State-wide Advertising Commenced:</b>	02/04/2014	<b>RFQ Closing Date/ Time:</b>	10/04/2014
<b>Scope of Works:</b>	Purchase 1 x 36 tonne Refuse / Landfill Compactor and dispose of P8002 BOMAG Refuse Compactor via trade in.		
<b>Selection Criteria:</b>	Trade in value offered	Weighting 10%	
	Operational assessment	Weighting 40%	
	Mechanical assessment	Weighting 40%	
	Warranty Service and parts	Weighting 10%	
<b>Submissions Received:</b>	Tutt Bryant GCM Enviro Westrac		
<b>RFQ Awarded to:</b>	Tutt Bryant		
<b>Contract Value:</b>	\$713,695.00 (ex GST)	<b>Date of Award:</b>	10 April 2014
<b>Contract Term:</b>	N/A	<b>Contract Options:</b>	N/A

**13.13 KARRATHA AIRPORT TIEN TSIN INNE - TRANSITION TO TEMPORARY CATERING FACILITY- ONYX**

<b>File No:</b>	<b>CM.160</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Reporting Author:</b>	<b>Airport Commercial Coordinator</b>
<b>Date of Report:</b>	<b>28 May 2014</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

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**PURPOSE**

To inform Council of the progress of arrangements to transition the food and beverage operations at Karratha Airport from the Shire operated Tien Tsin Inne (TTI) to the temporary catering facility operated by Onyx (Aust) Pty. Ltd, trading as 'Onyx Café and Bar'.

**BACKGROUND**

On the 16 December 2013 Council awarded a contract to Onyx (Aust) Pty. Ltd, trading as 'Onyx Café and Bar'.to offer both food and beverage (including alcohol, subject to licence requirements) inside the Terminal during the Karratha Airport Terminal project. The proposed food and beverage range is similar to that currently offered at the TTI, with the addition of a selection of 'made to order' meals.

Licence to Occupy

In accordance with specifications of the tender, Onyx will be established as the temporary catering provider under a Licence to Occupy. The term shall be for a period of 34 weeks (and extended on a month to month basis if required, dependent on redevelopment program). The Licence to Occupy terms gives the Shire the flexibility to extend the operator for additional operation if required, to provide continuity of service to passengers, without any legal requirement for a long term lease.

Closure of Tien Tsin Inne - Opening of Onyx Facility

The Council approved budget for operation of the TTI ceases on 30 June 2014. As such it has always been the intent to transition to the temporary catering facility by this date.

The Airport Redevelopment Project has commenced with site handover to Woolham Construction occurring on the 27 May 2014.

As a result of discussions and liaison with both Onyx and Woolham Construction the Shire are able to deliver the site for the temporary catering facility to Onyx to open for business on 1 July 2014. This date achieves the objective of both the staging plan for construction and the transitioning from the TTI to the temporary catering facility.

The Shire are working closely with Onyx to assist in their transition planning including staffing, stock transfer and liquor licencing.

Stock Transfer, Liquor Licensing and TTI Assets Disposal

Onyx have agreed to purchase remaining non-perishable TTI stock on hand. A full end of financial year stocktake will be conducted at the TTI at close of trade on 30 June 2014. All non-perishable items will be invoiced at cost price to Onyx with usual Council terms of payment to apply.

The Shire of Roebourne is currently the holder of the TTI Liquor Special Facility Licence. Applications are underway to transfer the Liquor Licence to Onyx. The terms and conditions will be identical to that held currently, with the added stipulation that only mid strength alcohol may be served and bar service may not commence prior to 10:30am daily (pursuant to Council resolution adopted on the 18 July 2011).

A process to dispose of Council assets (capital items) will coincide with the closure of the TTI.

**CONCLUSION**

Karratha Airport is on track to ensure a smooth transition of food and beverage service from the Shire operated TTI to the temporary caterer Onyx. At the end of trade on 30 June 2014 the TTI will close its doors. From a passenger perspective, it is proposed there will be no interruption to food and beverage service.

**13.14 APPRENTICES & TRAINEES**

<b>File No:</b>	<b>PE.83</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Manager Human Resources</b>
<b>Date of Report:</b>	<b>26 May 2014</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

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**PURPOSE**

At the Council's Strategic Planning session held in February 2014, Councillors expressed a desire to see a lift in the number of apprentices and trainees employed by the Shire. This report outlines the current traineeships and apprenticeships available at the Shire and the plans to increase the number of traineeships and apprenticeships on offer.

**BACKGROUND**

A traineeship is an entry level employment based training arrangement, where the trainee learns new skills and receives a qualification while working. Traineeships are offered in a number of areas including but not limited to: Business, IT, Administration, Community Services, Youth Work and Aged & Disability care. An Apprenticeship is an employment based training arrangement geared to traditional technical trades.

Traineeships and Apprenticeships are an ideal way for the Shire to secure versatile, well-trained multi-skilled workers. For trainees and apprentices it provides an opportunity to gain formal qualifications whilst undertaking paid employment.

Prior to 2011, the Shire did not have any designated trainee or apprentice positions. In 2011 an Apprentice Heavy Diesel Mechanic position was created. This was followed by an Indigenous Trainee Ranger role in 2012 and an Indigenous Trainee Customer Service Officer position in 2013. These positions are still current. The Shire has also offered traineeships to current employees to assist in their development. These included traineeships in Human Resources, Finance and Administration.

The Shire is committed to increasing the number of traineeships and apprenticeships available to new and existing staff. In addition to the 3 current positions, it is proposed to engage an Apprentice Gardener in the 2014/2015 financial year.

The Human Resources (HR) department has established relationships with training organisations such as Apprenticeships Australia, Pilbara Institute and Central Institute of Technology (CIT) to support endeavours to increase the number of trainees and apprentices within the organisation.

HR will continue to work with Managers and Directors to identify positions where traineeships and apprenticeships can be offered. Currently this is mainly done through the recruitment process however going forward the organisation would like to support current employees to take on traineeships.

**CONCLUSION**

The Shire is committed to increasing the number of traineeships and apprenticeships available within the organisation. With the support of specialised training organisations, the HR department will continue to work with Managers to identify potential positions and employees suitable to undertake traineeships and/or apprenticeships.

**13.15 COMMUNITY SERVICES UPDATE**

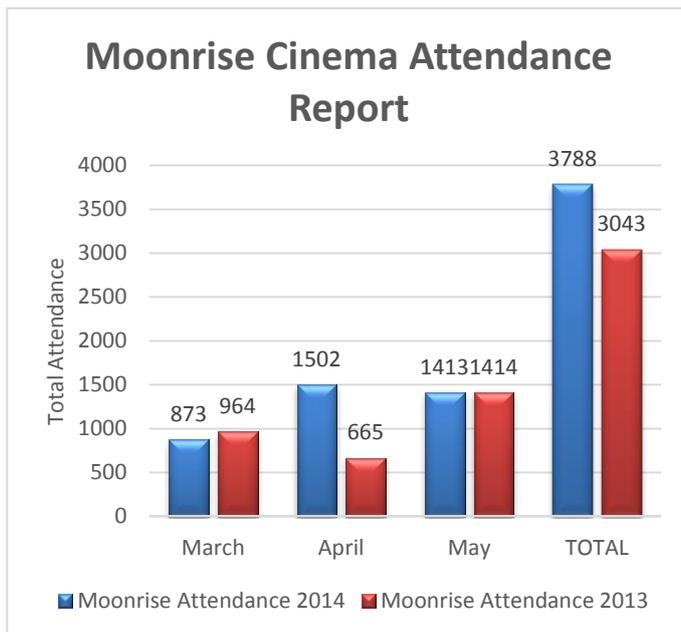
**File No:** May 2014  
**Responsible Executive Officer:** Director Community Services  
**Reporting Author:** Director Community Services  
**Date of Report:** 26 May 2014  
**Disclosure of Interest:** Nil  
**Attachment(s)** Nil

**PURPOSE**

To provide Council an update on activity for Community Services.

**1. LEISURE SERVICES**

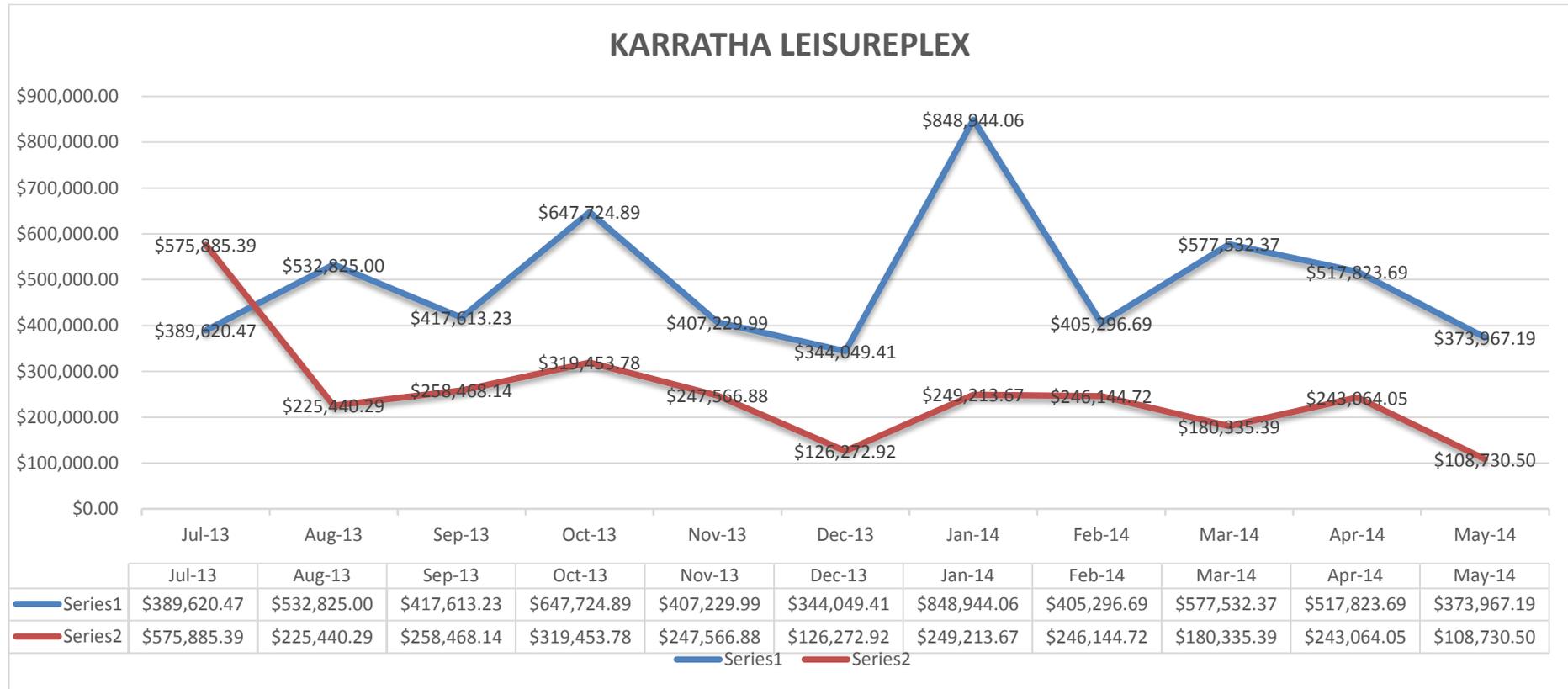
**1.1 Moonrise Cinema**



Moonrise Attendance March - May		
	2014	2013
March	80	106
	249	135
	65	140
	67	86
	130	120
	75	93
	74	47
	53	40
	80	86
	-	111
<b>March</b>	<b>873</b>	<b>964</b>
April	88	56
	57	74
	67	93
	290	112
	186	50
	227	7
	406	152
	49	46
	132	54
	-	21
<b>April</b>	<b>1502</b>	<b>665</b>
May	123	453
	403	82
	199	135
	22	228
	CANCELLED	13
	339	67
	253	95
	74	107
	-	41
	-	193
<b>May</b>	<b>1413</b>	<b>1414</b>
<b>TOTAL</b>	<b>3788</b>	<b>3043</b>

**1.2 Karratha Leisureplex**

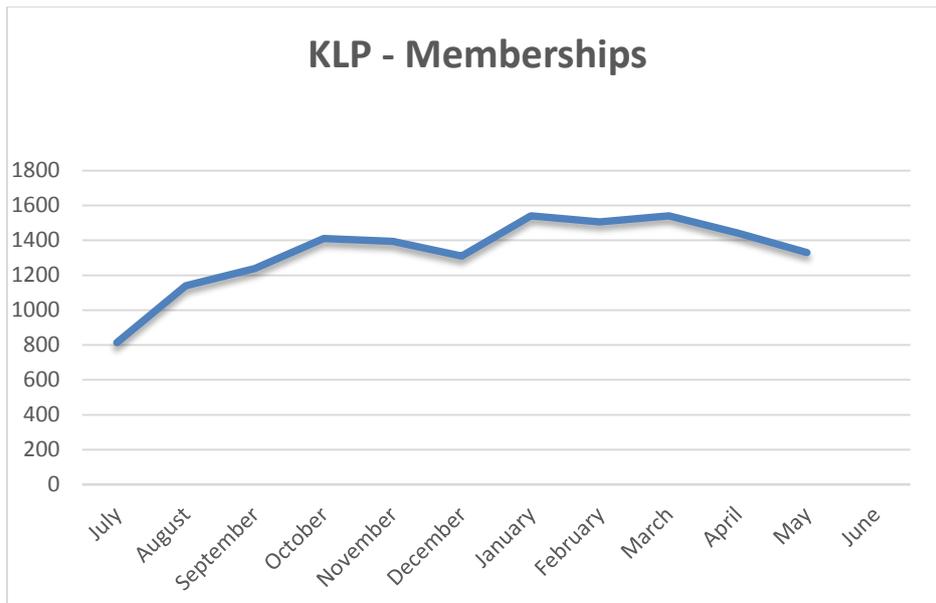
**a) Finance Activity YTD Income vs Expenditure**



**b) Leisureplex Membership YTD Activity update**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May
<b>CURRENT MEMBERS</b>	795	1111	1202	1374	1352	1220	1490	1459	1479	1387	1280
<b>SUSPENDED MEMBERS</b>	19	29	37	37	42	89	50	46	62	54	50
<b>TOTAL MEMBERS</b>	814	1140	1239	1411	1394	1309	1540	1505	1541	1441	1330
<b>TREND</b>		40%	9%	14%	-1%	-6%	18%	-2%	2%	-6%	-8%
<b>MEMBER VISITS</b>											
<b>FULL MEMBER</b>	4200	4275	4368	5181	4807	3345	3737	4764	4099	3146	3138
<b>GYM MEMBER</b>	2169	1791	1872	2005	2337	1314	1515	2201	1805	1527	1541
<b>POOL MEMBER</b>	428	621	748	1361	1687	1092	1699	1969	1489	774	551
<b>GROUP FITNESS MEMBER</b>	509	785	868	819	982	459	549	1329	399	500	450
<b>24 HOUR MEMBER</b>		1663	1749	1814	1714	1559	1622	2256	2238	2303	2377
<b>TOTAL MEMBER VISITS</b>	7306	9135	9605	11180	11527	7769	9122	12519	10030	8250	8057
<b>TREND</b>		25%	5%	16%	3%	-33%	17%	37%	-20%	-18%	-2%
<b>MEMBER VISIT RATIO / MONTH</b>	9.2	8.2	8.0	8.1	8.5	6.4	6.1	8.6	6.8	5.9	6.3

<b>RECORDABLE VISITS VISITS (Does not include sports, programmes, functions or squash)</b>													
	TOTAL		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May
AQUATIC	151386.39	60%	7397	7569	10088	19810	19205	12388	16628	23895	19924	9700	4783
GYM	41448.39	17%	4624	4012	3981	4397	4510	2848	3263	4388	3605	2936	2885
PERSONAL TRAINING	1697	1%			180	210	177	111	68	137	181	234	399
GROUP FITNESS CLASSES	34466	14%	2665	2960	3118	3346	3453	1935	2295	5427	3798	2492	2977
CRECHE	12663	5%	787	830	1058	1467	1317	651	985	1580	1391	1221	1376
MINI GOLF	8754	3%	2492	912	721	965	521	488	742	483	486	660	284
<b>TOTAL RECORDABLE VISITS</b>	250414.78	100%	17965	16283	19146	30195	29183	18421	23981	35910	29384	17243	12703
OTHER VISITS	75124		5390	4885	5744	9059	8755	5526	7194	10773	8815	5173	3811
<b>TOTAL VISITS</b>	325539		23355	21168	24890	39254	37938	23947	31175	46683	38200	22416	16514
<b>TREND</b>				-9%	18%	58%	-3%	-37%	30%	50%	-18%	-41%	-26%
Group Fitness Average / class			9.17	11.52					14.75	15.15	16.3	12.52	11.77
Swim school participants / Term									820	820	459	459	

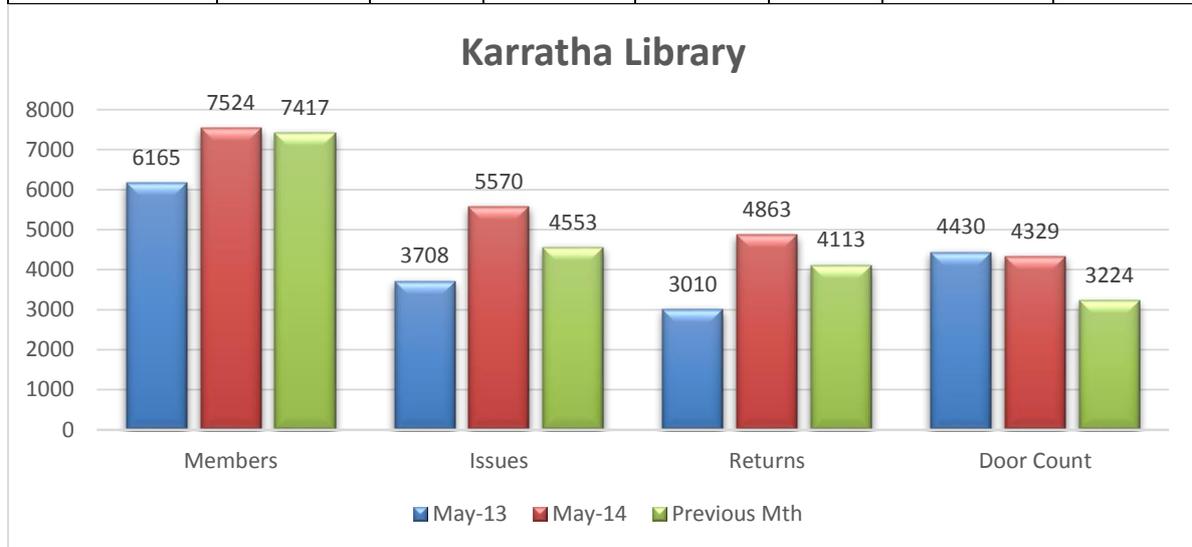


**2. COMMUNITY AND ENGAGEMENT**

**2.1 LIBRARIES**

**a) Karratha Library Statistics**

Week	Number of Members	Issues	Returns	New Patrons	Door	Computer usage (Members)	Computer usage (non-Members)
28 April – 2 May	7443	1113	1014	28	791	121	60
5 – 9 May	7465	1065	924	24	776	125	44
12 – 16 May	7487	1150	982	22	903	137	28
19 – 23 May	7506	1203	1007	21	981	143	33
26 – 30 May	7524	1039	936	18	878	123	28



**Memberships:**

- 1.3% increase in memberships compared to March 2014
- 22% increase since May 2013.

**Loan issue:**

- 22.5% increase in issues compared to April 2014
- 50% increase since May 2013.

**Returns:**

- 18% increase in returns compared to April 2014
- 61% increase since May 2013.

**Door count:**

- 34% increase in door count compared to April 2014
- 2.2% decrease since May 2013.

**Other information:**

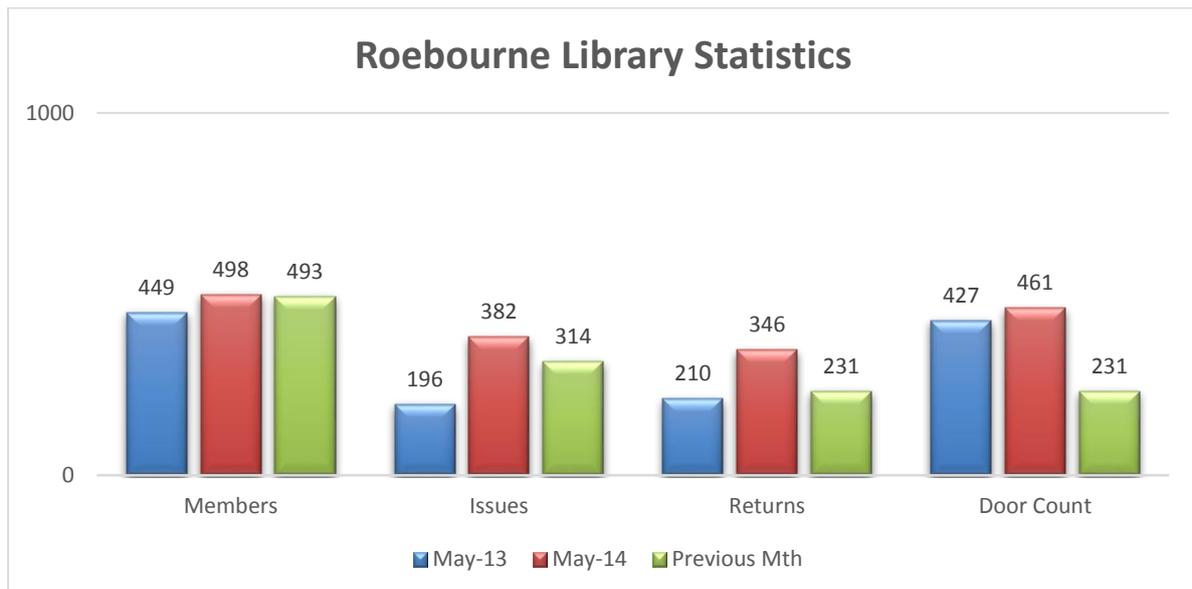
- Open 100% of advertised hours
- The large increase in issues comparing 13-14 figures, reflects the closure period which occurred in March-April 2013.
- Scitech bubble show attendances were 80 children and 50 adults

**Income:**

- \$3,390.80 for May (no Shire rates or fees) which reflects a 60% increase compared to April 2014 due to increase of merchandising and photocopying.

**b) Roebourne Library Statistics**

Week	Number of Members	Issues	Returns	New Patrons	Door	Computer usage (Members)	Computer usage (non-Members)
28 April – 2 May	494	78	76	1	81	6	0
5 – 9 May	494	63	54	0	107	8	1
12 – 16 May	495	63	68	1	119	11	0
19 – 23 May	496	90	109	1	84	12	3
26 – 30 May	498	88	39	3	70	10	1



**Memberships:**

- 1 % increase in memberships compared to April 2014.
- 11 % increase since May 2013.

**Issues:**

- 21.5 % increase in issues compared to April 2014.
- 95 % increase since May 2013.

**Returns:**

- 50% increase in returns compared to April 2014.
- 65% increase since May 2013.

**Door count:**

- 100% increase in door count compared to April 2014.
- 8 % increase since May 2013

**Other Information:**

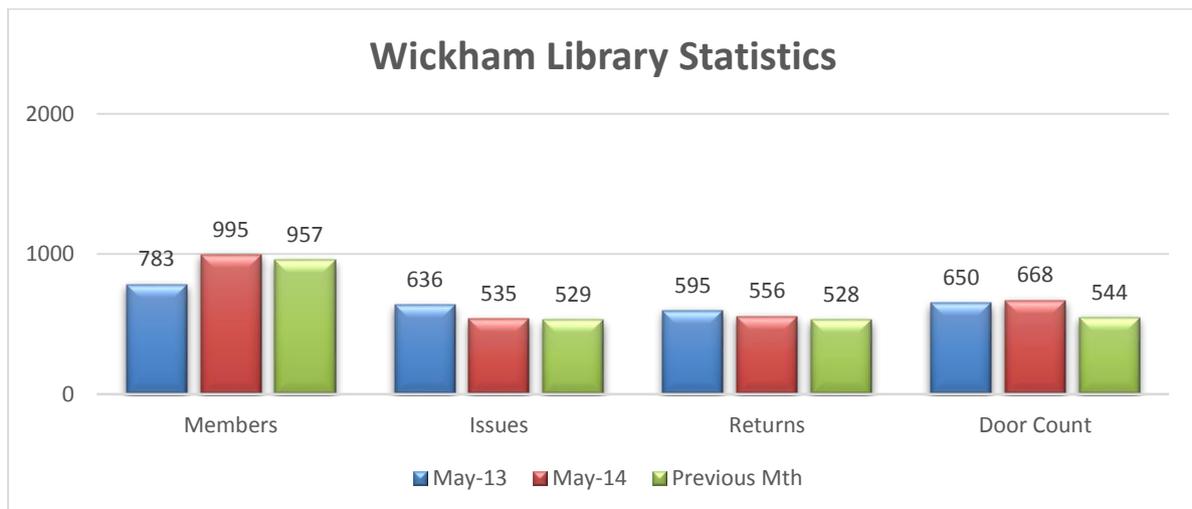
- Open 100% of advertised hours
- There have been some pleasing increases in returns and issues this month, which may be reflecting the cycle of loans which go to Roebourne Regional Prison and Yaandina Aged Care facility.
- There has been a dramatic increase in people through the door this month, reflecting the tourist season.

**Income:**

- \$138.70 for May (inclusive of Shire rates and fees etc)

**c) Wickham Library Statistics**

Week	Number of Members	Issues	Returns	New Patrons	Door	Computer usage (Members)	Computer usage (non-Members)
28 April – 2 May	972	172	99	15	168	31	0
5 – 9 May	972	47	66	0	125	0	0
12 – 16 May	974	132	183	1	113	10	1
19 – 23 May	982	61	106	8	102	7	1
26 – 30 May	995	123	102	12	160	0	0



**Memberships:**

- 4 % increase in memberships compared to April 2014.
- 90% increase since May 2013.

**Issues:**

- 1.1% increase in issues compared to April 2014
- 16% decrease since May 2013.

**Returns:**

- 5.3% increase in returns compared to April 2014.
- 6% decrease since May 2013.

**Door count:**

- 23% increase in door count compared to April 2014.
- 3 % increase since May 2013.

**Other Information:**

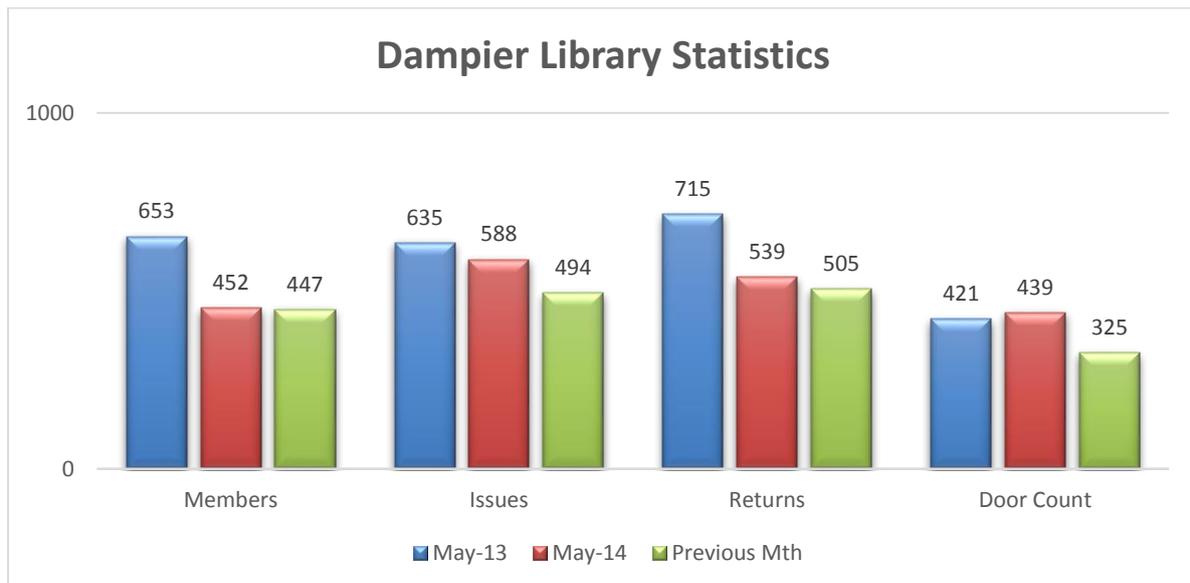
- Open 100% of advertised hours.
- Although there has been a slight decrease in returns since May 2013 there some significant increases in issues and door count.

**Income:**

- \$358.65 for May (no Shire rates or fees) – this is a significant increase (320%) in revenue compared to last month.

**d) Dampier Library Statistics**

Week	Number of Members	Issues	Returns	New Patrons	Door	Computer usage (Members)	Computer usage (non-Members)
28 April – 2 May	451	179	114	4	93	2	1
5 – 9 May	451	97	104	0	107	2	0
12 – 16 May	452	79	84	2	82	2	1
19 – 23 May	452	122	114	0	77	3	0
26 – 30 May	452	111	123	0	80	5	1



**Memberships:**

- 1% increase in memberships compared to April 2014.
- 31% decrease since May 2013.

**Issues:**

- 19% increase in issues compared to April 2014.
- 7.4% decrease since May 2013.

**Returns:**

- 6.7 % increase in returns compared to April 2014.
- 24.6% decrease since May 2013.

**Door count:**

- 35% increase in door count compared to April 2014
- 4.2% increase in door count compared to May 2013

**Other Information:**

- Open 100% of advertised hours
- Anecdotally, Dampier has been experiencing a decrease in population over the past few months, with the closure of some apartment blocks and relocation of company staff. Strategies for improving statistical information continue to be discussed. The School was approached but they have advised too much paperwork is required to do school visits to the library.

**Income:**

- \$91.95 for May 2014 (no Shire rates or fees)

**e) Story Time and Rhyme Time**

**Combined attendance – May 2014**

<b>Week</b>	<b>Story Time</b>	<b>Rhyme Time</b>
28 April – 2 May	149	74
5 – 9 May	41	39
12 – 16 May	77	34
19 – 23 May	162	33

- *Rhyme Time was not conducted at Roebourne Library.*

**f) Resourcing**

- Exchange undertaken on 27 & 29 May 2014.
- 1042 new items added (combined total for all libraries)

**g) Other information**

- Two staff members (one from Wickham and the Regional Librarian) attended the regional meeting in Newman on 20-23 May 2014..

**h) Story Time and Rhyme Time**

**Combined attendance – May 2014**

<b>Week</b>	<b>Story Time</b>	<b>Rhyme Time</b>
28 April – 2 May	149	74
5 – 9 May	41	39
12 – 16 May	77	34
19 – 23 May	162	33

**i) Local History**

<b>2014</b>	<b>Enquires</b>
January	28
February	43
March	34
April	11
May	20

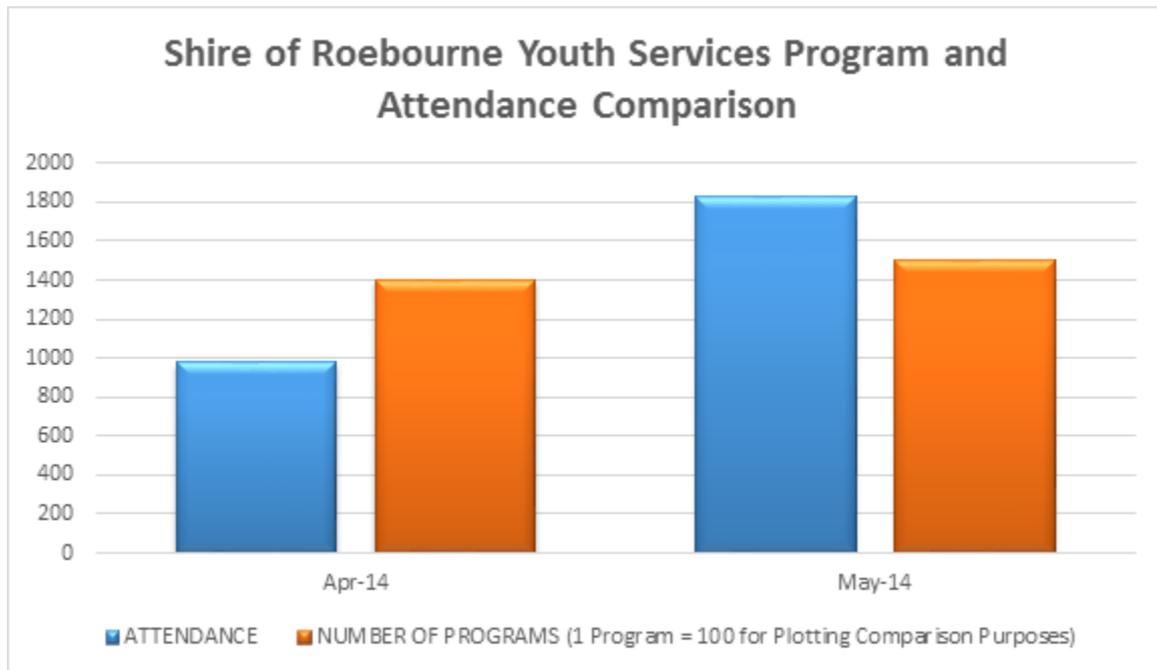
**Local History Librarian commenced 7 April 2014**

**2.2 YOUTH SERVICES**

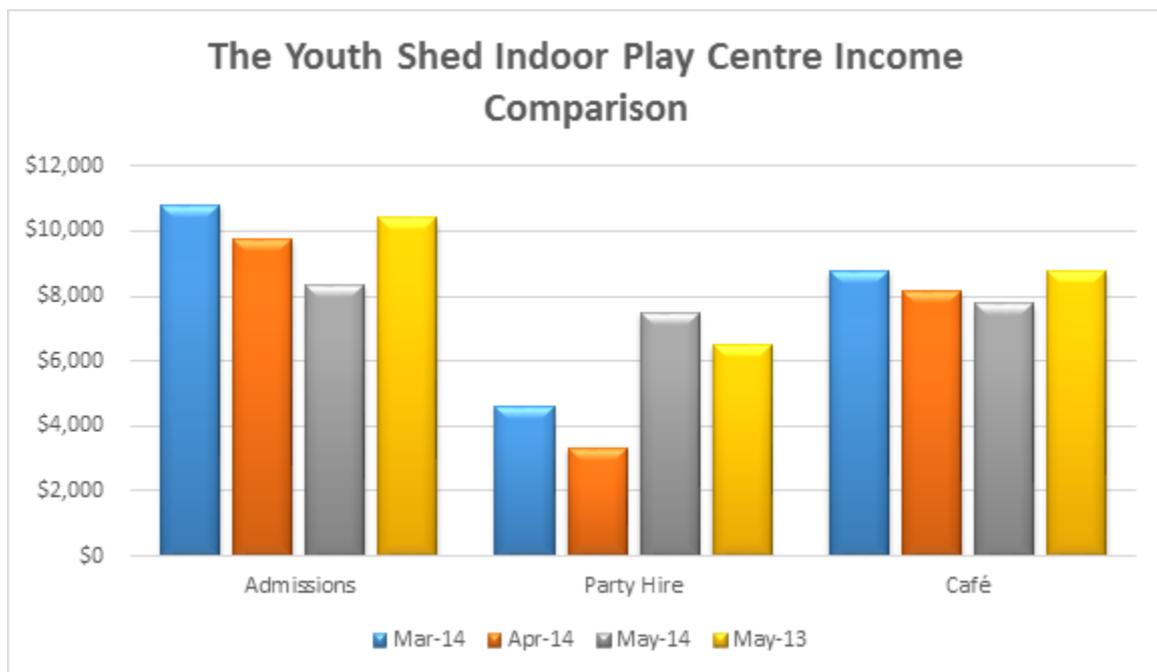
**a) Events**

<b>When</b>	<b>Event</b>	<b>Attendance</b>
<b>May 2014</b>	Eastern Corridor Drop-In held regularly on Tuesdays & Thursdays (3-6pm); Friday (3–8pm) and Saturday (4-9pm)	58 overall participants <ul style="list-style-type: none"> <li>• 26 (Over 12), 32 (under 12)</li> </ul>
<b>May 2014</b> 3-6pm	Eastern Corridor At Wickham Skate Park, BBQ & Music	120 overall participants
<b>Ongoing</b> Mon: CLOSED Tues – Fri: 3-6pm Alternate Fridays: 3-10pm	The Youth Shed Drop In and Late Nights	107 overall participants-Drop In 57 overall participants -Late Night <ul style="list-style-type: none"> <li>• Approximately 82% identified as ATSI</li> </ul>
<b>Ongoing</b> Thursday 3-5pm	Girls Day	50 participants Approximately 80% identified as ATSI
<b>Ongoing</b> Last Thursday of every month 6-8pm.	Skate Night	Average 7 participants/week <ul style="list-style-type: none"> <li>• 0 identified as ATSI</li> </ul>
<b>Ongoing</b> Tuesday 6-8pm Once a month	Gaming Nights	8 overall participants <ul style="list-style-type: none"> <li>• 0 identified as ATSI</li> </ul>
<b>Ongoing</b> Wednesday 3-4:30pm	Yaandina Youth Services Program	25 young people <ul style="list-style-type: none"> <li>• Approximately 90% identified as ATSI</li> </ul>
<b>May 2014</b> 6:30-9:30pm	Laser Tag Extreme	26 overall participants
<b>May 2014</b>	YEP Pool Party, Karratha	43 participants <ul style="list-style-type: none"> <li>• 4 participants identified as ATSI.</li> </ul>
<b>May 2014</b>	Mini Reptile Expo, Dampier Mini Reptile Expo, Wickham	Approximately 800 families Approximately 500 families
<b>May 2014</b>	Mother’s Day Cooking Workshop, Wickham	40 participants

**b) Youth Shed – Programs and Attendance Figures**



**c) Youth Shed Indoor Play Centre**



**3. COMMUNITY DEVELOPMENT**

**a) NAIDOC**

Calendar of events for July 2014:

Town	Event
Roebourne Saturday 5 July - Roebourne Oval	<ul style="list-style-type: none"> <li>• Welcome to Country</li> <li>• Local fashion parade of Kaninda Designs by Lilla Gagliano</li> <li>• Traditional foods</li> <li>• Children’s activities</li> <li>• Banner painting</li> <li>• Murujuga Rangers</li> <li>• Headlined by Bart Willoughby</li> <li>• Event MC comedian Kevin Kropinyeri</li> </ul>
Dampier Sunday 6 July – Dampier Community Hall	<ul style="list-style-type: none"> <li>• Welcome to Country</li> <li>• Comedy Festival with Andrew Saunders, Shiralee Hood, Sean Choolburra and Kevin Kropinyeri</li> <li>• Event MC by Karla Hart.</li> </ul>
Wickham Wednesday 9 July – Picture Theatre	<ul style="list-style-type: none"> <li>• Welcome to Country,</li> <li>• local fashion parade of Kaninda</li> <li>• Torres Strait Island food tasting,</li> <li>• Headline performance by East Journey</li> <li>• Local supporting artists.</li> </ul>
Point Samson Saturday 12 July – Community Hall and Outdoor Garden	<ul style="list-style-type: none"> <li>• Welcome to Country</li> <li>• Mark Olive (The Black Olive) cooking demonstration</li> <li>• community photo exhibition</li> <li>• Headline performance by Busby Marou</li> <li>• Local supporting artists</li> </ul>
Karratha Sunday 13 July – Walkington Amphitheatre	<ul style="list-style-type: none"> <li>• Welcome to Country</li> <li>• Cultural Awareness training</li> <li>• Short films</li> <li>• Roebourne Art Group art exhibition</li> <li>• Performances by Josie Alec, Sarai Cedar, Jake and the Cowboys, Busby Marou</li> <li>• Headline performance by Troy Cassar-Daley</li> </ul>

**b) Art Exhibitions**

Local quilting artist Robyn Rayson is exhibiting at the Karratha Library and Jan Malkin continues to exhibit at the Soul Café.

**c) Seniors Events****Combined attendance – May 2014**

Week	Seniors Movies(monthly)	Seniors Yoga
1 May - 2 May	21	11
5 May - 9 May	-	7
12 May - 16 May	-	8
19 May - 23 May	-	6
26 May - 30 May	-	9

**d) Quarterly Grants Scheme**

Organisation	Category	Recommendation
Terre Rouge Ballet Inc (TRB)	Equipment (2xWi-Fi iPads)	\$1,000
Dampier Playgroup Inc.	Facility Development (Garden Development)	\$440
Dampier Playgroup Inc.	Equipment (Water Slide)	\$594
Karratha Bikers - VIA ANNUAL COMMUNITY GRANT SCHEME	Fee Waiver (bins)	\$1,500
<b>TOTAL</b>		<b>\$3,534</b>
North West Regional Gymnastics Association Inc.	Regional and State Championships (Gymnastics championships)	\$1,000
North Pilbara Football League	Equipment & Uniforms	\$500
Wickham Junior Soccer Association	Equipment & Uniforms	\$1,500
Wickham Junior Soccer Association	Sports Development (Coaching & Referee Courses)	\$500
Karratha Districts Junior Soccer	Regional and State Championships (Field & amenities hire and advertising)	\$1,000
Karratha Adult Riding Club	Sports Development (Sonia Johnson – Event clinic)	\$1,000
Individual Applicant	Individual Scholarship	\$500
Karratha Water Polo Association Inc.	Individual Scholarship	\$250
Karratha Water Polo Assoc. Inc.	Individual Scholarship	\$250
Karratha Water Polo Association Inc.	Individual Scholarship	\$250
Karratha Junior Rugby League - VIA ANNUAL COMMUNITY GRANT SCHEME	Equipment	\$,2000
<b>TOTAL</b>		<b>\$8,750</b>

**e) Volunteer Recognition Awards**

The Karratha and Wickham Volunteers Recognition Awards were hosted this month. Both ceremonies had approximately 60 attendees each.

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

Nil.

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

Nil.



## **16 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**

### **16.1 LATE ITEM - FOR INFORMATION - ROEBOURNE ADVISORY GROUP MINUTES JUNE 2014**

<b>File No:</b>	<b>CS.4</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Manager Community and Engagement</b>
<b>Date of Report:</b>	<b>5 June 2014</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Draft Minutes RAC Meeting - 3 June 2014</b>

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#### **PURPOSE**

To present to Council draft minutes of the Roebourne Advisory Group (RAG) meeting held 3 June 2014.

#### **BACKGROUND**

Roebourne Advisory Group (RAG) meetings are held on the first Monday of every month, with the June meeting held on 3 June 2014.

The June RAG meeting presented as the first meeting members of the public were able to attend. Four community members attended.

A summary of the key matters considered at this meeting were:

- A letter of response has been received from the Department of the Attorney General outlining intended actions for the Roebourne Courthouse. Initial repairs were scheduled to be completed July 2014, however they are unable to re-connect the electrical supply to the building unless a new electrical switchboard is installed. This is now expected to be installed in August 2014. Once this is complete, the Department of the Attorney General have indicated they expect to re-open the courthouse;
- \$4,824 remaining from the 11/12 ACADS funding was allocated to the War Memorial project to cover costs of artist concept design submissions;
- \$6,000 previously approved for Luke Adams 30x30 event has been reassigned to the Community Kitchen (funds to be administered by SoR Officers);
- Four concept designs submitted to the Roebourne War Memorial Project were presented by Archipelago Arts. RAG would like to clarify a few questions before making a final decision on artwork selection; and
- Overview of current resolution register.

**CONCLUSION**

The June RAG meeting presented as the first meeting members of the public were able to attend. Four community members attended.

The draft minutes of the Roebourne Advisory Group (RAG) meeting held 3 June 2014 are attached.

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**COUNCIL RESOLUTION**

**Res No** : **152886**  
**MOVED** : **Cr White-Hartig**  
**SECONDED** : **Cr Bailey**

**That:**

- 1. Council RECEIVE the Minutes of the Roebourne Advisory Committee meeting held on 3 June 2014; and**
- 2. The two fire pits be REMOVED from the Community Kitchen designs scope of works.**

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil

**REASON** : Councillors considered the fire pits would present a safety and public liability issue.

## **17 MATTERS BEHIND CLOSED DOORS**

**CONFIDENTIAL ATTACHMENTS TO ITEM 10.1 MAJOR EVENTS SPONSORSHIP SCHEME BUDGET ALLOCATION FY14/15**

**CONFIDENTIAL ATTACHMENTS TO ITEM 12.1 KARRATHA GOLF COURSE REDEVELOPMENT (INCORPORATING THE GREEN THE GREENS PROJECT)**

**CONFIDENTIAL ATTACHMENT TO ITEM 12.2 AWARD OF TENDER FOR THE SUPPLY OF EARTHWORKS AND GRAVEL ROAD MAINTENANCE SERVICES**

**CONFIDENTIAL ATTACHMENT TO ITEM 12.3 AWARD OF TENDER SUPPLY AND LAYING OF ASPHALT SERVICES**

**CONFIDENTIAL ATTACHMENT TO ITEM 12.4 AWARD OF TENDER SUPPLY AND LAYING OF CONCRETE (FOOTPATHS & KERBS)**

**CONFIDENTIAL ATTACHMENT TO ITEM 12.5 KARRATHA AIRPORT UPGRADE REQUEST FOR TENDER LEASE OF CONCESSION SPACES**

**CONFIDENTIAL ATTACHMENT TO ITEM 12.6 KARRATHA AIRPORT PASSENGER SCREENING AUTHORITY, SERVICE AND EQUIPMENT**

At 8.12 pm Cr Harris left the Chambers.

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

**Res No** : 152887  
**MOVED** : Cr Smeathers  
**SECONDED** : Cr White-Hartig

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

**17.1 KARRATHA AIRPORT REQUEST TO NEGOTIATE LEASE TERMS WITH BRISTOW HELICOPTERS AUSTRALIA PTY LTD**

**17.2 KARRATHA AIRPORT REQUEST TO NEGOTIATE LEASE TERMS WITH WHEELER NOMINEES**

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

**CARRIED**

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**FOR** : Cr Long, Cr Bailey, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil

Council moved in camera at 8.12 pm.



Cr Harris declared a financial interest in Item 17.1 Karratha Airport Request To Negotiate Lease Terms With Bristow Helicopters Australia Pty Ltd as Cr Harris leases property to Bristow Helicopters.

**17.1 CONFIDENTIAL ITEM - KARRATHA AIRPORT REQUEST TO NEGOTIATE LEASE TERMS WITH BRISTOW HELICOPTERS AUSTRALIA PTY LTD**

**File No:** TT.50

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

**Reporting Author:** Airport Commercial Coordinator

**Date of Report:** 29 June 2014

**Applicant/Proponent:** Nil

**Disclosure of Interest:** Nil

**Attachment(s)**

1. Lot Location Map
2. APC Valuation dated March 2014

**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152888

**MOVED** : Cr Miller

**SECONDED** : Cr Smeathers

1. That Council by **SIMPLE** Majority pursuant to Section 3.58 of the *Local Government Act 1995* **RESOLVES** to **AGREE** In Principle to lease land at Karratha Airport known as Lot 27, 27a and part Lot 1 to Bristow Helicopters Australia Pty Ltd for a period of 21 years at a rate that is not lower than the amount that is specified in the Karratha Airport Terminal Business Plan and in accordance with the March 2014 Valuation attachment.
2. That Council by **ABSOLUTE** Majority pursuant to Section 5.42 of the *Local Government Act 1995* **DELEGATE** authority to the Chief Executive Officer to finalise lease negotiations with Bristow Helicopters Australia Pty Ltd, publicly advertise the proposed leases, seek public submissions and subject to no submissions being received, authorise the execution of lease agreements.

**CARRIED**

**FOR** : Cr Long, Cr Bailey, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig

**AGAINST** : Nil

At 8.13 pm Cr Harris re-entered the Chambers.

At 8.13 pm Cr Bailey left the Chambers.



At 8.14 pm Cr Bailey re-entered the Chambers.

## **17.2 CONFIDENTIAL ITEM - KARRATHA AIRPORT REQUEST TO NEGOTIATE LEASE TERMS WITH WHEELER NOMINEES**

<b>File No:</b>	<b>TT.365</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Reporting Author:</b>	<b>Airport Commercial Coordinator</b>
<b>Date of Report:</b>	<b>29 May 2014</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>1. Lot Location Map 2. APC Valuation dated April 2012</b>

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### **OFFICER'S RECOMMENDATION**

1. That Council by **SIMPLE** Majority pursuant to Section 3.58 of the *Local Government Act 1995* **RESOLVES** to **AGREE** in **PRINCIPLE** to lease part of lot LA.06, land and building, at Karratha Airport to Wheeler Nominees at a rate that is not lower than the amount that is specified in the Karratha Airport Terminal Business Plan and in accordance with the April 2012 Valuation.
2. That Council by **ABSOLUTE** Majority pursuant to Section 5.42 of the *Local Government Act 1995* **RESOLVES** to **DELEGATE** Authority to the Chief Executive Officer to finalise lease negotiations with Wheeler Nominees, publicly advertise the proposed leases, seek public submissions and subject to no submissions being received, authorise the execution of lease agreements.

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### **COUNCIL AMENDMENT / RESOLUTION**

**Res No** : 152889  
**MOVED** : Cr Lally  
**SECONDED** : Cr Smeathers

1. That Council by **SIMPLE** Majority pursuant to Section 3.58 of the *Local Government Act 1995* **RESOLVES** to **AGREE** in **PRINCIPLE** to lease part of lot LA.06, land and building, at Karratha Airport to Wheeler Nominees at a rate that is not lower than the amount that is specified in the Karratha Airport Terminal Business Plan and in accordance with a current Valuation.
2. That Council by **ABSOLUTE** Majority pursuant to Section 5.42 of the *Local Government Act 1995* **RESOLVES** to **DELEGATE** Authority to the Chief Executive Officer to finalise lease negotiations with Wheeler Nominees, publicly advertise the proposed leases, seek public submissions and subject to no submissions being received, authorise the execution of lease agreements.

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**CARRIED**

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FOR : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor,  
Cr Smeathers, Cr Vandenberg, Cr White-Hartig

AGAINST : Nil

REASON : Councillors modified the Officer's Recommendation to ensure compliance with the  
*Local Government Act.*

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**COUNCIL RESOLUTION**

**Res No** : **152890**

**MOVED** : **Cr White-Hartig**

**SECONDED** : **Cr Smeathers**

**That Council move out of camera.**

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FOR : Cr Long, Cr Bailey, Cr Harris, Cr Hipworth, Cr Kickett, Cr Lally, Cr Miller, Cr Saylor,  
Cr Smeathers, Cr Vandenberg, Cr White-Hartig

AGAINST : Nil

Council moved out of camera at 8.17 pm.

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

The meeting closed at 8.17 pm.

The date of the next meeting is to be held on Monday, 21 July 2014 at 6:30 pm at the Community Hall, Roebourne.

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I, Cr Peter Long, Shire President of the Shire of Roebourne, hereby declare on behalf of the Councillors of the Shire of Roebourne that the enclosed Minutes are a true and accurate record of the Ordinary Council Meeting held on Monday 16 June 2014.

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