



## **ORDINARY COUNCIL MEETING**

# **MINUTES**

**The Ordinary Meeting of Council was held  
in the Council Chambers, Welcome Road, Karratha,  
on Tuesday, 27 January 2015**

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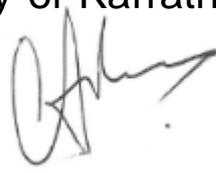
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The City of Karratha warns that anyone who has any application lodged with the City of Karratha must obtain and should only rely on

**WRITTEN CONFIRMATION**

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

Signed:   
**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 Tuesday, 27 January 2015 was declared open at 6:35 pm. Cr Long acknowledges the traditions of the Ngarluma people, on whose land we are gathered here today.

## 2 PUBLIC QUESTION TIME

Raised by public attendee Dani Hage:

Q. Will the Council consider putting signage regarding Irukandji warnings at the boat ramps for visitors, FIFO and community boaters, and some media release regarding recent issues?

A. David Pentz, Director Development Services advised that Council in considering the need to display signage will seek and take advice from relevant government departments.

Q. I would like to formally ask the council that they investigate the number of non-governed home based businesses in the City of Karratha.

In the past few weeks several shop front shops have closed due to not being able to compete with the competition that is readily provided from the abundance of home businesses. Unable to compete with the market most of these businesses have opted to "can't beat them, join them" attitude. Although I understand that there may be several businesses that are approved by the Council, I am concerned with the number that is not. Our local shop front businesses cannot compete with cash jobs, no insurance fees, no highly priced rents and overheads. If the council does not take a strong stand on the influx of these businesses then there will be more shop fronts not able to compete. This will also have an impact on our youth and work force, unable to supply apprenticeships and casual full time work.

A certain business owner had previously made a plea with the Mayor regarding this issue and has now closed their doors and joined the list of home based businesses. Nirvana, HB Hair, Beauty & Vogue. All gone this year and working from home. Currently we have only 1 commercial beauty shop in Karratha (Just You), and 3 hairdresser shops. How many home based? (30), and more coming.

I refer to the requirements for the City of Rockingham to open a hairdresser salon from home. Can the council please confirm if the current businesses approved have to go through similar process?

A. David Pentz, Director Development Services advised that:

- Small businesses wanting to operate from a residential property need to comply with the City's Home Occupations and Home Business policy, local laws and are required to go through the City application process to obtain planning approval. The City also gives consideration to the compatibility of the proposed business within the surrounding buildings and use;

- The City's Home Occupations and Home Business policy encourages and enables small business development and services or professions that are able to operate within residential areas as business incubators;
- In relation to dealing with illegal businesses, the City relies on feedback from the community.

Mr Pentz advised that the City will review and report on the number and nature of the home business sector and compare the City's enabling policies with that of other regional and metropolitan cities and prepare an agenda report for consideration at a forthcoming Council meeting.

Q. Raised by public attendee Stephen Gates:

According to emails from you, all of our concerns have been proven to be incorrect and there is no point to us meeting as it wouldn't change the advice already given to us.

We feel that is wrong.

We have attached paperwork sent to Adrian D' Cunha from Horizon Power dated 22nd Sept saying we have 1 connection at 36kVA.

Ray McDermott's email on 8th Oct stated we disconnected 2 of our connections on the 16th Sept and the original reading of 3 connections at 108 kVA stands. This was based on the advice from James Carney at Horizon Power and relates to the date of the Preliminary notice being the 16th Sept.

We have paperwork from the HP Inspector, Luigi Piscielli to our electrician dated 25th September rejecting the disconnect/reconnect request and stating we had 1 point of supply and 3 meters existing.

We have also attached the mail from the inspector confirming the disconnect/reconnect was done on the 8th October.

We are asking you directly for a meeting to fully discuss this concern and others as we feel we have been treated dismissively through this whole process.

A. Mayor Long advised that he would pass on the letter and attachments to the CEO.

### **3 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**

**Councillors:** Cr Peter Long [Mayor]  
 Cr John Lally [Deputy Mayor]  
 Cr Garry Bailey  
 Cr Geoff Harris  
 Cr Harry Hipworth  
 Cr Janine Miller  
 Cr Michael Saylor  
 Cr Evette Smeathers  
 Cr Robin Vandenberg  
 Cr Fiona White-Hartig

**Staff:** 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

**Apologies:** Chris Adams Chief Executive Officer

**Absent:** Nil

**Leave of Absence:** Nil

**Members of Public:** Ron Critchley  
 Gail Gates  
 Stephen Gates  
 Dani Hage  
 Barry Harrison  
 Brett Warner

**Members of Media:** Peter De Kruijff, Pilbara News

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#### **COUNCIL RESOLUTION**

**Res No** : 153029  
**MOVED** : Cr Harris  
**SECONDED** : Cr Smeathers

**That Council approve leave of absence for Cr Bailey for the February 2015 Ordinary Council Meeting.**

**CARRIED**

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

## **4 DECLARATIONS OF INTEREST**

Cr Hipworth declared an interest in the following Items:

- Indirect Financial interest in Item 10.1 Dampier Community Hub Management Tender as Cr Hipworth holds Rio Tinto Shares.
- Indirect Financial interest in Item 12.3 RFT 11-14/15 Construction of Dampier Community Hub as Cr Hipworth holds Rio Tinto Shares.
- Indirect Financial interest in Confidential Item 17.1 Dampier Community Hub Operations Funding Agreement as Cr Hipworth holds Rio Tinto Shares.

Cr Saylor declared an interest in the following Item:

- Impartiality interest in Confidential Item 17.1 Dampier Community Hub Operations Funding Agreement as Cr Saylor is employed by Rio Tinto.

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

- Financial interest in Item 10.1 Dampier Community Hub Management Tender as Cr White-Hartig's spouse is employed by Rio Tinto which contribute financially to the Dampier Community Hub.
- Financial interest in Item 12.3 RFT 11-14/15 Construction of Dampier Community Hub as Cr White-Hartig's spouse is employed by Rio Tinto who are contributing to the project; and Pindan Construction are sponsors of the IF Foundation by which Cr White-Hartig is employed.
- Impartiality interest in Late Item 16.1 Financial Support for the Karratha Visitor Centre as Cr White-Hartig is a Member of the Karratha Visitor Centre.
- Impartiality interest in Late Item 16.2 Wickham Recreation Precinct – Rugby Oval Lighting Selection Criteria as Cr White-Hartig's spouse is employed by Rio Tinto. The City of Karratha are going to tender for Wickham Lighting Upgrade which may be funded by Rio Tinto.
- Financial interest in Confidential Item 17.1 Dampier Community Hub Operations Funding Agreement as Cr White-Hartig's spouse is employed by Rio Tinto which contribute financially to the Dampier Community Hub.

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

Nil

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

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### **COUNCIL RESOLUTION**

Res No : 153030  
 MOVED : Cr White-Hartig  
 SECONDED : Cr Harris

**That the Minutes of the Ordinary Meeting of Council held on Monday 15 December 2014, be confirmed as a true and correct record of proceedings subject to providing Council with a copy of the question from Mr Marc Fogarty which was taken on notice.**

**CARRIED**

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

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

01/12/2014 – Pilbara Regional Council Meeting
01/12/2014 – Pilbara Regional Road Group Meeting
02/12/2014 – Karratha Steering Group Meeting
03/12/2014 – KDCCI Annual General Meeting
04/12/2014 – WARCA Meeting with WA Premier
05/12/2014 – Roebourne, Wickham & Point Samson Seniors Christmas Party
08/12/2014 – Waste Advisory Group Meeting
08/12/2014 – Airport Advisory Group Meeting
08/12/2014 – City of Karratha Agenda Briefing
09/12/2014 – Clean Sweep Meeting
09/12/2014 – Tourism Advisory Committee Meeting
09/12/2014 – Meeting with Lawrence Roberts
09/12/2014 – Karratha Revitalisation Strategy - Community Workshop
10/12/2014 – Wickham Key Stakeholders Meeting
10/12/2014 – Meeting with Woodside - Karratha
11/12/2014 – Meeting with Cathy and Alan Green
11/12/2014 – Wickham Hub Reference Group Meeting
12/12/2014 – Meeting with Brendon Grylls
15/12/2014 – Ordinary Council Meeting - Karratha
16/12/2014 – Meeting with Richard Goscombe
17/12/2014 – Meeting with Yaandina
18/12/2014 – Small Business Breakfast - Karratha
18/12/2014 - Meeting with Susan Shirliff
18/12/2014 – Meeting with Georgia Mills
19/12/2014 – Meeting with Martin McParland



## **8 EXECUTIVE SERVICES**

Nil.



## 9 CORPORATE SERVICES

### 9.1 FINANCIAL STATEMENT FOR PERIOD ENDING 30 NOVEMBER 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>18 December 2014</b>
<b>Applicant/Proponent:</b>	<b>Nil</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> November 2014.

#### BACKGROUND

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

2014-2015	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	YTD Variance	Impact on Surplus
Operating Revenue (incl. Rates)	143,487,568	147,118,200	105,334,391	102,626,838	(2,707,553)	▼
Operating Expense	(105,204,527)	(87,185,155)	(31,115,492)	(26,649,263)	4,466,229	▲
Non Operating Rev	34,297,242	42,791,640	9,322,525	12,225,951	2,903,426	▲
Non Operating Exp	(85,697,579)	(115,892,595)	(35,134,060)	(32,695,913)	2,438,147	▲
Non Cash Items Included	12,004,776	11,550,277	2,614,244	(120,261)	(2,734,505)	▼
Surplus BFWD 13/14	1,112,520	1,617,633	1,617,633	1,617,633	0	
<b>Surplus/(Deficit) 14/15</b>	<b>0</b>	<b>0</b>	<b>52,639,241</b>	<b>57,004,985</b>	<b>4,365,744</b>	<b>▲</b>

This table shows that Council is currently in a surplus position of \$57m, an amount \$4.36m over budget from the budgeted year to date surplus position of \$52.6m.

The following variances (greater than \$150K) contribute significantly to the surplus shown in the above table. Many of the following variances are due to timing differences in operating and capital expenditure as well as timing differences in invoices being received.

#### Operating Expense

- \$259k under budget in plant repair costs
- \$200K under budget in shoulder grading
- \$193k under budget in drainage maintenance
- \$184K under budget in refuse site maintenance
- \$162k under budget in Dampier Community Hub expenditure

**Operating Income**

- \$530k under budget in Reserve Interest
- \$392k under budget in reimbursements
- \$231k under budget in Waste disposal fees
- \$234k over budget in Airport revenue

**Non-operating Expense**

- \$763k under budget in transfers to PUPP Reserve
- \$267k under budget in City Telecommunications project
- \$155k under budget in Karratha Arts and Community Precinct
- \$150K under budget in Dampier Community Hub
- \$188k over budget in Roebourne Street Lighting upgrade
- \$352k over budget in Karratha Airport Terminal Expansion Project

**Non-operating Revenue**

- All variances are applicable to timing differences in transfers to/from Reserves relating to differences in project expenditure and funding received

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 2014/15	YTD Budget 2014/15	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 funding				An Operating Surplus Ratio in excess of 15% indicates a strong financial position.
	Operating Surplus (excl. capital grants & contributions)/Own Source Revenue	31,600,940	69,902,934	72,215,179	The Operating Surplus Ratio is above budget due to higher than anticipated operating surplus attributable to rates and service charges levied in July.
		123,609,834	93,561,157	91,674,782	
Minimum Target between 0% and 15%	25.6%	74.7%	78.8%		
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				The Asset Sustainability Ratio is slightly higher than the YTD budget due to delays in entry of building depreciation attributable to system requirements.
	Capital Renewal and Replacement Expenditure/Depreciation	49,876,498	16,221,542	13,882,194	
		11,202,287	2,260,374	1,079,073	
	Target - Greater than 0.90	4.45	7.18	12.86	
Own Source Revenue Ratio	An indicator of a local government's ability to cover its costs through its own tax and revenue efforts				This variance is primarily due to rates and service charges levied in July as well as operating expenses below YTD budget.
		123,625,701	93,546,273	91,674,782	
	Own Source Operating Revenue/Operating Expenses	105,204,527	31,115,492	26,649,263	
	Target - Greater than or equal to 0.40	1.18	3.01	3.44	
<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 is the result of significant current assets including outstanding rates and service charges levied (PUPP).  A current Ratio excluding the PUPP service charge would result in a Current Ratio equal to 6.51
	Current Assets less Restricted Assets/Current liabilities less liabilities associated with Restricted assets	8,892,983	Not	64,199,995	
		7,326,678	Applicable	6,870,880	
	Target - greater than or equal to 1	1.21		9.34	
<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 Council having only minimal budgeted debt.  Council's actual position results in a ratio in excess of 10 due to Council not yet having taken out loans as budgeted.
	Operating surplus before interest expense and depreciation/Principal and interest Expense	42,850,927	72,163,308	72,215,179	
		402,325	0	0	
	Target - more than 2- The higher the better	>10	>10	>10	

**Statement of Financial Position**

	2014 November	2014 October	% change
	<b>Current</b>		
<b>Assets</b>	133,898,116	138,589,155	-3.38%
<b>Liabilities</b>	9,624,339	9,573,783	0.53%
	<b>Non Current</b>		
<b>Assets</b>	322,739,740	317,751,305	1.57%
<b>Liabilities</b>	1,328,725	1,328,725	0.00%
<b>Net Assets</b>	445,684,792	445,437,952	

Total Current Assets have decreased by 3.38% from October to November due to a reduction in trade receivables. Current Liabilities have increased by 0.53% from October to November due to an increase in supplier invoices payable. Non-Current Assets have increased by 1.57% due to capitalisation of assets. Non-current Liabilities remain unchanged.

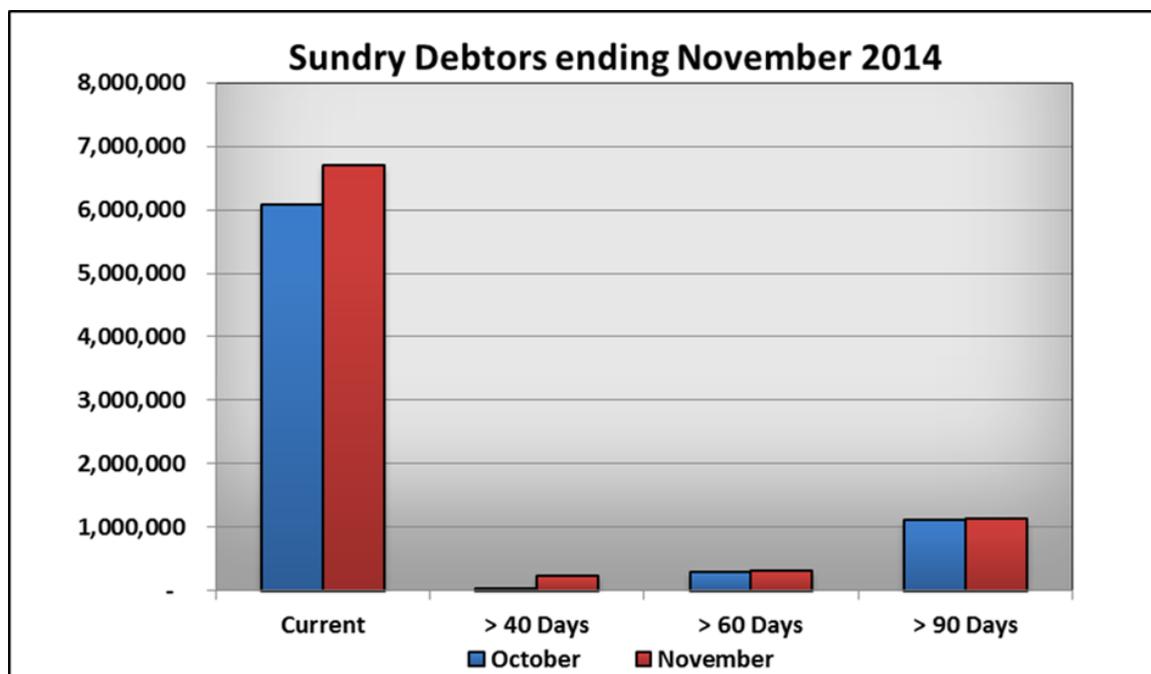
**Debtors Schedule**

Total Trade Debtors has decreased by 11% or \$846,353 due to receipt of debtor payments. 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.

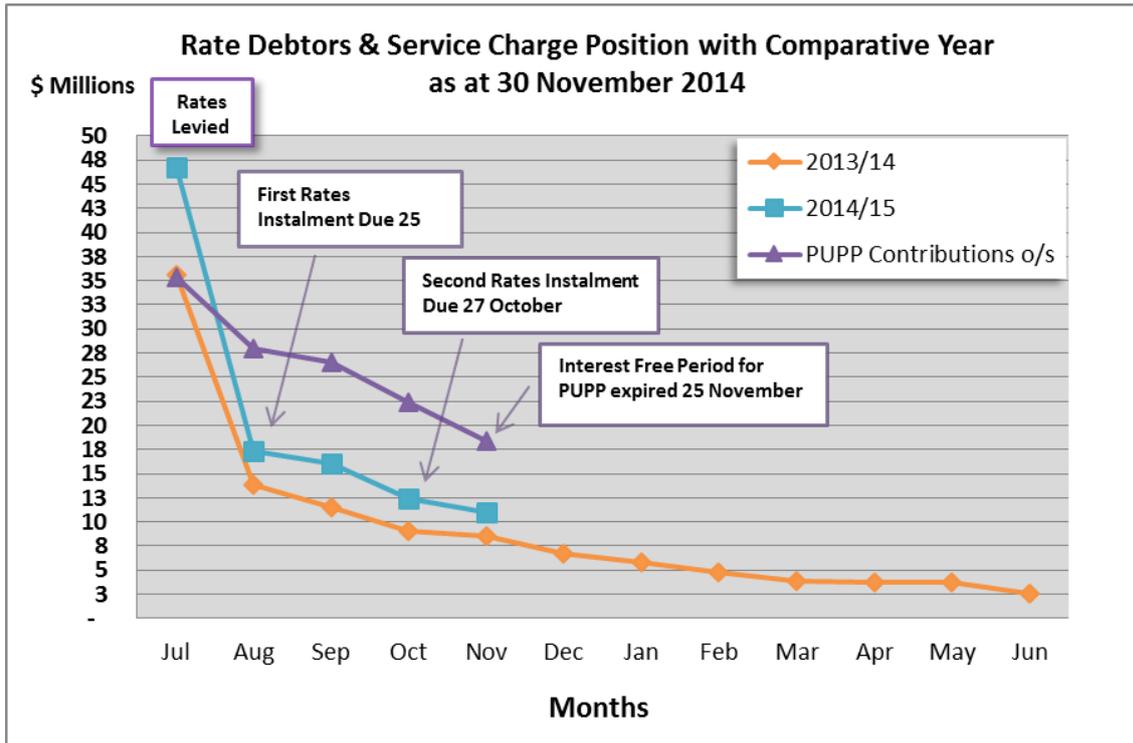
Debtor	40 Days	60 Days	>90 Days	Comments
Alliance Airlines Pty Ltd	102,840.12	144,533.00	11,311.48	August 2014 Passenger and Landing Charges. Debt collection process commenced as per policy.
Qantaslink Pty Ltd	12,995.69	24,509.06	178,064.82	Qantas have not accepted 13/14 increase in fees and charges so have not paid increase and interest. Settlement discussions tentatively scheduled for February 2015.
Qantas Airways Limited	0.00	23,007.16	346,484.57	Qantas have not accepted 13/14 increase in fees and charges so have not paid increase and interest. Settlement discussions tentatively scheduled for February 2015.
Qantas Airways Limited	44,997.87	50,409.71	500,154.54	Qantas have not accepted 13/14 increase in fees and charges so have not paid increase and interest. Settlement discussions tentatively scheduled for February 2015.
Bristow Helicopters Australia Pty Ltd	16,528.54	29,297.31	0.00	September 2014 Monthly rent for tenancy at Karratha Airport and August 2014 Aircraft Landings. Debt collection process commenced as per policy.
Western Australia Country Health Services Pilbara	0.00	39.09	8,107.26	July 2014, August 2014 & October 2014 Monthly Lease Fee for part of Pam Buchanan Family Centre - Debt collection process commenced as per policy. Payment of 60 Days amount received.

**Debtors (Continued)**

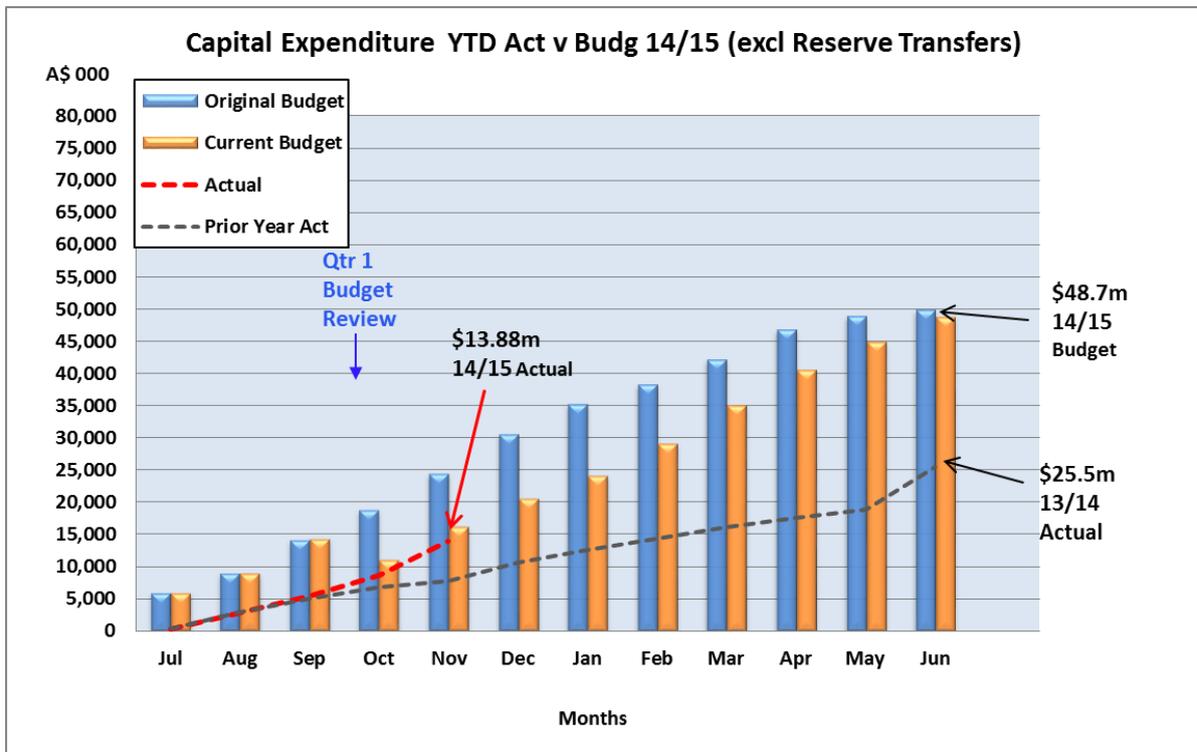
Debtor	40 Days	60 Days	>90 Days	Comments
Hertz Australia Pty Ltd	0.00	2,526.65	4,371.84	July 2014 & August 2014 Monthly rent for tenancy at Karratha Airport . Debt collection process commenced as per policy.
CHC Helicopters (Australia)	0.00	19,201.04	0.00	August 2014 Aircraft Landings. Debt collection process commenced as per policy.
Lyons & Peirce	29,520.54	0.00	0.00	Waste Disposal 01/10/14 to 14/10/14. Debt collection process commenced as per policy.
SMC Building Pty Ltd	10,728.20	0.00	0.00	Waste Disposal September 2014. Debt collection process commenced as per policy - Cash Alert placed on Tip Account



The total outstanding rates balance at the end of November was \$11,047,453.



### Capital Expenditure



Asset Class	YTD			Annual	
	YTD Amended Budget	YTD Actual	Variance %	Annual Orig Budget	Annual Amend Budget
	30-Nov-14			30-Jun-15	
Land	0	0	0%	0	0
Artwork	0	0	0%	0	0
Buildings	10,108,289	9,802,264	-3%	33,183,371	29,705,779
Equipment	48,750	12,130	-75%	320,000	235,750
Furn & Equip	450,000	61,572	-86%	620,900	668,109
Plant	1,683,513	1,349,739	-20%	3,500,000	3,737,395
Infrastructure	3,930,990	2,656,489	-32%	12,240,227	14,385,848
<b>Totals</b>	<b>16,221,542</b>	<b>13,882,194</b>	<b>-14%</b>	<b>49,864,498</b>	<b>48,732,881</b>

The Council’s 2014/15 Capital Expenditure budget is \$48.7 million, the majority of the budget is associated with major projects including Karratha Airport terminal upgrade and infrastructure improvements. The above table shows that Council is currently 14% below budget in capital expenditure year to date. Major variances are in Equipment, Furniture & Equipment, Plant and Infrastructure purchases as follows:

**Major Variances – Capital Expenditure**

Capital Expenses	Material Variance		Significant Items		
Purchase of Assets - Furniture & Equipment	-86.32%	388,428	267,000	▼	Telecommunications Project
			77,178	▼	Purchase Computer Equipment
Purchase of Assets - Plant	-19.83%	333,774	88,441	▼	Purchase - Plant
			(53,118)	▲	Purchase - Plant
Purchase of Assets - Infrastructure	-32.42%	1,274,501	144,850	▲	Dampier Boat Ramp Upgrade
			121,985	▼	Water Infrastructure Upgrades-Karratha Airport
			118,850	▼	Rrg-Coolawanyah Rd
			75,618	▼	Footpaths
			296,516	▼	Road Reseals
			56,435	▼	Major Road Tree Planting
			55,055	▼	Hearson Cove Road
			53,379	▼	Wickham Cemetery Master Plan
			(188,180)	▲	Roebourne Street Lighting Upgrade
Transfer To Aerodrome Reserve	-50.89%	114,288	114,288	▼	Transfer to Aerodrome Reserve
Transfer To Infrastructure Reserve	-77.27%	451,360	114,000	▼	Transfer To Infrastructure Reserve-Bridgeworks
			108,314	▼	Transfer to Infrastructure Reserve
Transfer To Partnership Reserve	26.29%	(1,443,997)	(1,443,997)	▼	Transfer to Partnership Reserve
Transfer To Waste Mgmt. Reserve	-46.92%	132,892	132,892	▼	Transfer to Waste Management Reserve

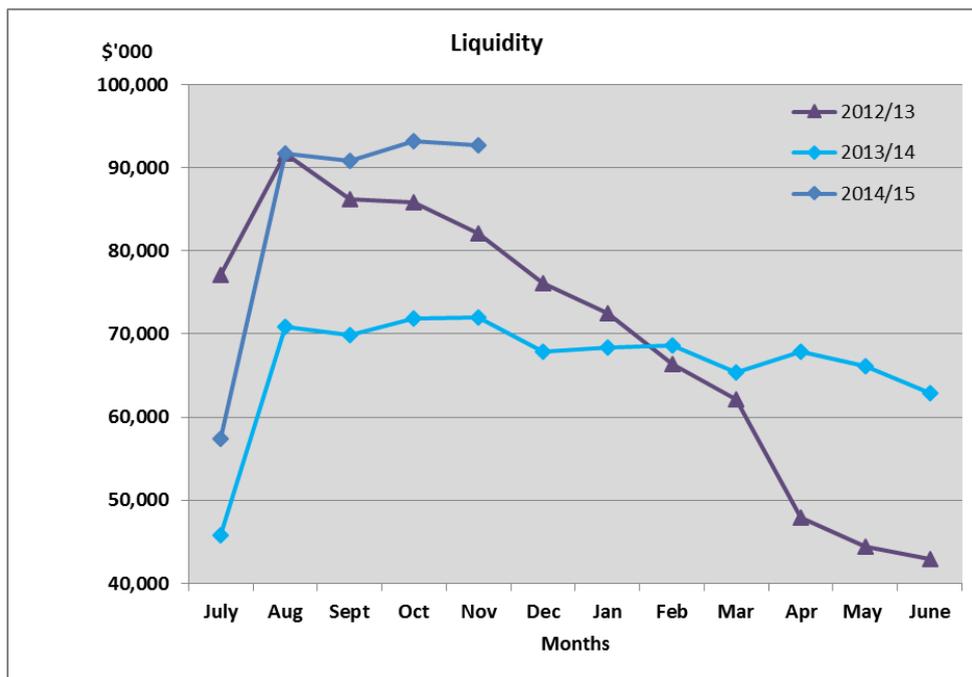
Further detail on these variances is included later in this report in the variance commentary by Program for the Rate Setting Statement.

**Cash and Investments**

Institution	Accounts	Balance 30 November	Interest %	Investment Term	Maturity
WBC	Reserve (Transactional)	127,795	1.88	At Call	
WBC	Maxi Cash Reserve	14,018,939	2.10	At Call	
NAB	Reserve Term Deposit	20,551,387	3.72	6 months	January
NAB	Reserve Term Deposit	5,000,000	3.60	6 months	April
NAB	Reserve Term Deposit	5,000,000	3.53	3 months	December
WBC	Reserve Term Deposit	25,000,000	3.74	7 months	April
WBC	Municipal (Transactional)	3,742,272	1.88	At Call	
WBC	Maxi Cash Municipal	9,263,868	2.10	At Call	
WBC	Municipal Term Deposit	10,000,000	3.74	7 months	April
N/A	Cash on Hand	18,405	0.00		
	<b>Total</b>	<b>92,722,666</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 2013. \$20 million of reserve funds continued to be invested at 3.72% to mature in January, \$5m at 3.53% to mature in December, \$5m at 3.60% and \$25m at 3.74% both to mature in April 2015. The Municipal funds held with Westpac Bank continued to earn 1.88% interest on balances between \$1,000,000 and \$5,000,000 in the everyday account and 2.1% on the Maxi-Direct Muni Account to maximise interest earnings. \$10m of municipal funds continues to be invested at 3.74% to mature in April 2015.

**Cash and Investments (continued)**



The liquidity graph for 2014/15 demonstrates an increase in liquidity due to receipt of large grant contributions and rates instalments receipts.

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;
- Schedule of Divisional Financial Activity.

**LEVEL OF SIGNIFICANCE**

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

The ability for the City of Karratha 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 Council's financial reporting is prepared in accordance with Accounting Policy CF1. This is reviewed periodically to ensure compliance with legislative and statutory obligations.

**FINANCIAL IMPLICATIONS**

The report represents the financial position of the Council at the end of November 2014 with a current full year balanced budget and actual surplus year to date reported of \$57,004,985 which is largely due to transfers to and from reserve.

**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 2014-2015 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.1.3.1 | Prepare the 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 City of Karratha.

**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> November 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> November 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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**OFFICERS RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 153031  
**MOVED** : Cr Lally  
**SECONDED** : Cr Vandenberg

**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> November 2014.**

**CARRIED**

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

<b>City of Karratha</b>							
<b>Notes To And Forming Part Of The Financial Statements</b>							
<b>for the period ending 30 November 2014</b>							
	Original Budget	Amended Budget	Budget YTD	Actual YTD	Material Variance >=10%	\$50,000 or more	2013/14
	\$	\$		\$	%	\$	\$
<b>Operating Revenue And Expenses Classified According To Nature And Type</b>							
<b>Revenues from Operations</b>							
Rates	40,580,172	40,736,011	39,818,511	39,537,068	-	(281,443)	35,769,877
Fees and Charges	79,630,708	76,677,567	51,288,797	50,486,148	-	(802,649)	47,162,921
Operating Grant, Subsidies and Contributions	11,917,157	14,802,277	7,457,269	6,985,628	-	(471,641)	7,410,418
Interest Earned	3,398,954	3,086,011	1,276,439	721,279	-43.49%	(555,160)	2,445,099
Proceeds/Realisation	0	0	0	204,033	-	204,033	0
All Other	532,647	1,581,103	1,162,526	892,541	-23.22%	(269,985)	1,482,487
<b>Total</b>	<b>136,059,638</b>	<b>136,882,969</b>	<b>101,003,542</b>	<b>98,826,696</b>	<b>-</b>	<b>(2,176,846)</b>	<b>94,270,802</b>
<b>Expenses from Operations</b>							
Employee Costs	36,384,898	31,457,845	13,416,628	13,355,147	-	61,481	33,353,872
Materials and Contracts	47,197,845	33,228,993	10,239,167	7,839,670	-23.43%	2,399,497	23,682,567
Utilities (gas, electricity, water etc)	4,175,242	4,141,142	1,720,014	1,427,662	-17.00%	292,352	4,275,811
Interest Expenses	47,700	0	0	0	-	-	10,597
Depreciation	11,202,287	10,968,688	2,260,374	1,079,073	-52.26%	1,181,301	9,858,359
Insurance Expenses	1,753,304	1,635,856	1,606,302	1,598,031	-	-	1,700,422
Other Expenses	3,845,795	5,157,515	1,504,253	1,661,870	10.48%	(157,617)	2,321,215
<b>Total</b>	<b>104,607,071</b>	<b>86,590,039</b>	<b>30,746,738</b>	<b>26,961,452</b>	<b>-</b>	<b>3,785,286</b>	<b>75,202,843</b>
<b>Non Operating Grants, Subsidies and Contributions</b>							
Contributions	7,412,063	10,219,364	4,315,965	3,762,396	-12.83%	553,569	16,392,796
Fair Value Adjustments	-	-	-	-	-	-	0
Profit On The Sale Of Assets	(15,867)	(15,867)	(14,884)	(37,746)	-	22,862	(46,856)
Loss On Asset Disposal	597,456	597,456	368,754	(312,189)	-	680,943	2,125,558
<b>Change In Net Assets From Operations</b>	<b>38,283,041</b>	<b>59,930,705</b>	<b>74,218,899</b>	<b>75,977,575</b>	<b>-</b>	<b>(5,962,131)</b>	<b>33,382,053</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		
Interest Earned	-43.49%	(555,160)	(212,272)	▼	Interest Earned - Waste Management
			(173,847)	▼	Interest Earned - Aerodrome
			(151,152)	▼	Interest Earned - Infrastructure
			(56,002)	▼	Interest Earned - Partnership
			(24,482)	▼	Interest Earned - Pilbara Underground Power Reserve
			(23,732)	▼	Interest Earned - Employee Entitlements
			(23,706)	▼	Interest Earned - Plant
			(14,734)	▼	Interest Earned - Community Development
			(7,308)	▼	Interest Earned - Workers Comp
			23,076	▲	Interest on Debtors Accounts
			114,451	▲	Late Payment Penalty Interest
All Other	-23.22%	(269,985)	(392,289)	▼	Reimbursements/Commissions & Rebates
			109,541	▲	Karratha Leisureplex-Sundry Contributions/Donations

**Variance Commentary by Nature & Type (continued)**

Expenses from Operations	Material Variance		Significant Items		
Materials And Contracts	-23.43%	2,399,497	(56,173)	▲	Office Expenses-Pship Mgmt. Team
			50,233	▼	Community Bus (Public Transport Project)
			54,294	▼	Yaburara Heritage Trail
			58,255	▼	Karratha Redevelopment Plans
			58,440	▼	Playground Maintenance
			72,861	▼	Plant-Repairs
			84,196	▼	Dampier Community Hub-Expenditure
			84,917	▼	Kta Airport - Car Park & Grounds Transport Op Exp
			103,502	▼	KTA Airport - Consultants For Studies
			114,637	▼	Open Space/Drain Reserve Mtc e
			200,000	▼	Shoulder Grading Various Roads
			997,829	▼	Office Expenses-Rates
Utilities	-17.00%	292,352	103,390	▼	KTA Airport - Recoverable - Power
			55,571	▼	Karratha Leisureplex-Op Costs
			32,500	▼	Computer Network Expenses
Depreciation	-52.26%	1,181,301	(465,674)	▲	Depreciation-Vehicles & Plant
			53,760	▼	Depreciation-Waste Collection
			69,486	▼	Depreciation-Pavilions & Halls
			70,479	▼	Depreciation-Pam Buchanan Family Centre
			87,260	▼	Depreciation-Corp Services
			108,267	▼	KTA Airport -Depreciation
			196,086	▼	Depreciation-Staff Housing
			258,388	▼	Depreciation-Landfill Operations
			500,273	▼	Depreciation-Karratha Leisureplex

<b>Expenses from Operations</b>	<b>Material Variance</b>		<b>Significant Items</b>		
Other Expenses	10.48%	(157,617)	(168,142)	▲	Ex Gratia Contribution - Roebourne Advisory Group
			(120,263)	▲	Contribution - Roebourne Advisory Group
			(83,786)	▲	Contribution - Wickham Community Assoc
			(54,939)	▲	Sundry Donations To Community Groups
			72,718	▼	Cont. - Roebourne Tourist Bureau
			87,262	▼	Cont. - Karratha Tourist Bureau
<b>Other Revenues</b>	<b>Material Variance</b>		<b>Significant Items</b>		
Non Operating Grants, Subsidies And Contributions	-12.83%	553,569	500,000	▲	Contributions to Wickham Community Hub
			164,666	▲	Local Govt Programs - Road Projects Grants
			146,692	▲	Contributions-Beaches & Boat Ramps
			100,000	▲	Contributions - Bus Shelters
			(253,475)	▼	Grants-Community Safety

<b>City of Karratha</b>							
<b>Rate Setting Statement</b>							
<b>for the period ending 30 November 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)	41,130,572	38,153,281	34,111,273	33,731,939	-	(379,334)	
Governance	176,088	920,592	816,194	475,418	-41.75%	(340,776)	▼
Law, Order And Public Safety	1,365,336	1,220,305	892,866	1,474,719	65.17%	581,853	▲
Health	183,189	184,789	64,789	217,124	235.12%	152,335	▲
Education and Welfare	58,900	58,900	24,540	24,542	-	-	
Housing	349,356	324,644	116,408	101,425	-12.87%	-	▼
Community Amenities	12,688,688	12,435,643	6,840,653	6,708,349	-	(132,304)	
Recreation And Culture	15,976,278	21,316,111	10,770,105	8,322,746	-22.72%	(2,447,359)	▼
Transport	29,985,449	30,590,361	11,192,614	11,380,191	-	187,577	
Economic Services	537,040	564,657	310,407	272,820	-12.11%	-	▼
Other Property And Services	456,500	612,906	376,031	380,499	-	-	
	102,907,396	106,382,189	65,515,880	63,089,770	-	(2,426,110)	
<b>Expenses (Applications)</b>							
General Purpose Funding	(20,431,500)	(9,837,400)	(1,106,300)	(62,695)	-94.33%	1,043,605	▼
Governance	(5,497,948)	(5,869,131)	(2,018,271)	(1,776,238)	-11.99%	242,033	▼
Law, Order And Public Safety	(2,028,131)	(1,968,491)	(706,008)	(649,689)	-	56,319	
Health	(1,343,165)	(1,351,479)	(592,100)	(596,138)	-	-	
Education and Welfare	(183,232)	(191,085)	(99,478)	336,411	-438.18%	435,889	▼
Housing	(859,507)	(473,226)	(320,341)	(122,851)	-61.65%	197,490	▼
Community Amenities	(18,462,741)	(15,779,703)	(6,518,429)	(5,182,450)	-20.50%	1,335,979	▼
Recreation And Culture	(31,025,969)	(30,788,892)	(12,547,596)	(11,237,270)	-10.44%	1,310,327	▼
Transport	(21,110,979)	(19,932,106)	(6,639,484)	(5,661,588)	-14.73%	977,896	▼
Economic Services	(2,306,304)	(2,303,063)	(1,004,924)	(805,413)	-19.85%	199,511	▼
Other Property And Services	(1,955,051)	1,309,421	437,439	(891,344)	-303.76%	(1,328,783)	▼
	(105,204,527)	(87,185,155)	(31,115,492)	(26,649,263)	-14.35%	4,466,229	
<b>Capital</b>							
<b>Revenue</b>							
Proceeds From Disposal Of Assets	789,850	1,243,910	635,910	204,033	-67.91%	(431,878)	▼
Tsf From Aerodrome Reserve	9,492,459	4,312,899	2,753,465	5,404,779	96.29%	2,651,314	▲
Tsf From Plant Replacement Reserve	1,192,000	1,228,986	-	-	-	-	
Tsf From Infrastructure Reserve	4,836,588	4,022,259	682,193	911,907	33.67%	229,714	▲
Tsf From Partnership Reserve	3,005,329	5,642,542	4,249,413	4,249,413	-	-	
Tsf From Waste Management Reserve	6,110,466	6,880,344	-	854,275	-	854,275	
Tsf From Junior Sport Reserve	1,800	1,800	-	-	-	-	
Tsf From Community Development Reserve	531,500	1,769,906	-	600,000	-	600,000	
Tsf From Medical Services Assistance Reserve	56,000	-	-	-	-	-	
Tsf From History & Cultural Publications	56,244	56,244	-	-	-	-	
Tsf From Pilbara Underground Power Reserve	-	9,400,000	1,000,000	-	-	-	
Restricted Funds Utilised	-	-	-	-	-	-	
Tsf From Restricted Cash Unspent	-	-	-	-	-	-	▲
New Loans Raised	8,000,000	8,000,000	-	-	-	-	
Other Loan Principal Income	221,863	229,607	-	-	-	-	
Repayments Of Self Supporting Loans	3,143	3,143	1,544.00	1,544.06	-	-	
Repayments Of Interest Free Loans To Local Groups	-	-	-	-	-	-	
	34,297,242	42,791,640	9,322,525	12,225,951	31.14%	2,903,426	

<b>City of Karratha</b>							
<b>Rate Setting Statement</b>							
<b>for the period ending 30 November 2014</b>							
Rate Setting Statement	Original Budget	Amended Budget	Year to Date Amended Budget	Year To Date Actual	Material Variance >=10%	\$50,000 or more	Var. Ind
	\$	\$	\$	\$	%	\$	
<b>Expenses</b>							
Purchase Of Assets - Land	-	-	-	-	-	-	-
Purchase of Assets - Artwork	-	-	-	-	-	-	-
Purchase Of Assets - Buildings	(33,183,371)	(29,705,779)	(10,108,289)	(9,802,264)	-	306,025	
Purchase Of Assets - Equipment	(320,000)	(235,750)	(48,750)	(12,130)	-75.12%	-	▼
Purchase Of Assets - Furniture & Equipment	(632,900)	(668,109)	(450,000)	(61,572)	-86.32%	388,428	▼
Purchase Of Assets - Plant	(3,500,000)	(3,737,395)	(1,683,513)	(1,349,739)	-19.83%	333,774	▼
Purchase Of Assets - Infrastructure	(12,240,227)	(14,385,848)	(3,930,990)	(2,656,489)	-32.42%	1,274,501	▼
Loan Principal Repayments	(354,625)	-	-	-	-	-	-
Tsf To Aerodrome Reserve	(705,024)	(533,750)	(224,588)	(110,300)	-50.89%	114,288	▼
Tsf To Dampier Drainage Reserve	(24)	-	-	-	-	-	-
Tsf To Plant Replacement Reserve	(1,774,056)	(1,822,583)	(32,881)	(20,103)	-38.86%	-	▼
Tsf To Walkington Theatre Reserve	(204)	(816)	(221)	(221)	-	-	-
Tsf To Workers Compensation Reserve	(23,328)	(23,328)	(9,720)	(5,290)	-45.58%	-	▼
Tsf To Royalties for Regions Reserve	-	(3,000,000)	-	-	-	-	-
Tsf To Infrastructure Reserve	(7,343,491)	(8,470,106)	(584,106)	(132,746)	-77.27%	451,360	▼
Tsf To Partnership Reserve	(158,748)	(10,584,161)	(5,491,558)	(6,935,555)	26.29%	(1,443,997)	▼
Tsf To Waste Management Reserve	(6,144,849)	(6,130,062)	(283,219)	(150,327)	-46.92%	132,892	▼
Tsf To Aged Persons Home Reserve	(2,664)	(2,664)	(1,110)	(605)	-45.53%	-	▼
Tsf To Junior Sport Reserve	(60)	-	-	-	-	-	-
Tsf To Public Open Space Reserve	-	-	-	-	-	-	-
Tsf To Mosquito Control Reserve	(180)	(180)	(75)	(45)	-40.61%	-	▼
Tsf To History & Cultural Publications Reserve	(2,028)	(2,028)	(845)	(459)	-45.67%	-	▼
Tsf To Employee Entitlements Reserve	(74,184)	(80,619)	(32,340)	(18,875)	-41.63%	-	▼
Tsf To Community Development Reserve	(563,912)	(571,103)	(15,103)	(4,363)	-71.11%	-	▼
Tsf To Pilbara Underground Power Reserve	(18,665,280)	(35,825,230)	(12,195,552)	(11,432,647)	-	762,905	
Tsf To Medical Services Assistance Package Reserve	(8,424)	(9,279)	(3,700)	(2,182)	-41.02%	-	▼
Tsf To Carry Forward Budget Reserve	-	(103,805)	(37,500)	-	-100.00%	-	▼
Tsf To Restricted Funds Reserve	-	-	-	-	-	-	-
Interest Free Loan Principal	-	-	-	-	-	-	-
Tsf of Unbudgeted Muni Restricted Cash	-	-	-	-	-	-	-
Income Set Aside As Restricted Funds	-	-	-	-	-	-	▲
	(85,697,579)	(115,892,595)	(35,134,060)	(32,695,913)	-	2,438,147	
<b>Adjustment For Non Cash Items</b>							
Depreciation	11,202,287	10,968,688	2,260,374	1,079,073	-52.26%	(1,181,301)	▼
Movement in Employee Benefit Provisions	220,900	-	-	-	-	-	-
Movement in Accrued Interest	-	-	-	-	-	-	-
Movement in Accrued Salaries & Wages	-	-	-	(849,399)	-	(849,399)	
Movement in Deferred Pensioner Rates	-	-	-	-	-	-	-
(Profit) / Loss On Disposal Of Assets	581,589	581,589	353,870	(349,935)	-198.89%	(703,805)	
	12,004,776	11,550,277	2,614,244	(120,261)	-104.60%	(2,734,505)	
<b>Surplus Brought Forward 1 July</b>	1,112,520	1,617,633	1,617,633	1,617,633	-	-	
<b>Amount Raised From Rates</b>	40,580,172	40,736,011	39,818,511	39,537,068	-	(281,443)	
<b>Surplus / (Deficit)</b>	<b>0</b>	<b>0</b>	<b>52,639,241</b>	<b>57,004,985</b>		<b>4,365,744</b>	

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	
Governance	-41.75%	(340,334)	(392,289)	▼ Reimbursements/Commissions & Rebates - Final WANDRRA Claim submitted to Dept. Premier & Cabinet - Approval to raise invoice received in December
Law, Order and Public Safety	65.17%	581,853	406,000	▲ Contribution to Rangers/Local Laws - 15/16 Grant received early, t/f 406k to reserve in October
			253,475	▲ Grants-Community Safety - 15/16 Grant received early, t/f 109k to reserve in October
Health	235.12%	152,335	74,632	▲ Contribution Medical Services Package - 15/16 Grant received early, t/f 38k to reserve in October
			60,241	▲ Health Premises Fees & Charges - Fees for Environmental Health premises went out a month earlier this year so as to ensure that proprietors had adequate time to pay before the current premises permit expires.
Recreation and Culture	-22.72%	(2,447,359)	(2,035,503)	▼ Contribution-Wickham Recreation Facility - Grant funding scheduled for Jan paid early.
			(500,000)	▼ Contributions to Wickham Community Hub - Agreement not yet executed.
			(146,692)	▼ Contributions-Beaches & Boat Ramps - Invoices from contractors have been late arriving leading to delays in grant claims.
			(100,000)	▼ Contributions - Bus Shelters - Part of overall funding received, to be re allocated in March by Community Services
			51,586	▲ Karratha Leisureplex-Sundry Contributions/Donations
			66,455	▲ Contributions - Club Development
			90,000	▲ Contribution To Community Grants Scheme - NWSP invoiced for remaining \$90k. Awaiting receipt of payment.
Expenses from Operations	Material Variance		Significant Items	
General Purpose Funding	-94.33%	1,043,605	999,753	▼ Office Expenses-Rates - \$1m PUPP Contribution paid in December on receipt of invoice rather than payment schedule advised
Governance	-11.99%	242,033	87,260	▼ Depreciation-Corp Services - Building depreciation pending MyData action
			60,922	▼ Computer Network Expenses
Education and Welfare	-438.18%	435,889	408,909	▼ Loss on Sale - Other Buildings - Reversal relating to disposal of buildings identified not to be Council property at end of 2013/14 FY - report to be presented to Council to dispose of assets in new year
Housing	-61.65%	197,490	196,086	▼ Depreciation-Staff Housing - Building depreciation pending MyData action
			89,784	▼ Leased-New Positions - allocation of leased housing expenses for new positions not utilised

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

Expenses from Operations	Material Variance		Significant Items		
Community Amenities	-20.50%	1,335,979	258,388	▼	Depreciation-Landfill Operations - Building depreciation pending MyData action
			208,143	▼	Loss On Sale - Landfill - Plant not yet sold
			192,477	▼	Drainage Maintenance - A significant volume of repair work occurring in December will impact on this budget.
			184,336	▼	Refuse Site Maintenance - 7 Mile (Dom/Comm)
			126,640	▼	Rubbish Collection Parks, Open Spaces & Events - 59k Salaries & Wages & Overheads underspent. 68k Plant costs underspent
			105,112	▼	Trade/Commercial Refuse Collection - 81k Salaries & Wages & Overheads underspent. 22k Plant costs underspent
			58,953	▼	Wickham Transfer Station Costs - 50k Salaries & Wages & Overheads underspent. 12k Plant costs underspent
			58,255	▼	Karratha Redevelopment Plans - Outstanding PO to value of 39,048.90 to be paid upon completion of Stage 1 Karratha Revitalisation Strategy (expected by end December 2014). Stage 2 concept design and design guidelines to be completed second half 2014/15, which will complete project.
			53,760	▼	Depreciation-Waste Collection - Building depreciation pending MyData action
Recreation and Culture	-10.44%	1,310,327	500,273	▼	Depreciation-Karratha Leisureplex - Building depreciation pending MyData action
			162,405	▼	Dampier Community Hub-Expenditure - New account created for this project 361502, all costs to be transferred to this account
			130,763	▼	Open Space/Drain Reserve Mtce - Contractors partially demobilised from Karratha due to minimal vegetation growth.
			91,336	▼	Employment Costs-Wickham Recreation Facility
			70,479	▼	Depreciation-Pam Buchanan Family Centre - Building depreciation pending MyData action
			69,486	▼	Depreciation-Pavilions & Halls - Building depreciation pending MyData action
			51,681	▼	Playground Maintenance - Rectification works from external compliance audit.
			50,233	▼	Community Bus (Public Transport Project) - Invoicing for the Q2 is due 30/12/14. Estimated service costs \$31k. Infrastructure costs for installing info units are yet to be received. Project to commence in Q3.
			(56,173)	▲	Office Expenses-Pship Mgmt. Team - Invoices expected in Dec received early.
			(56,697)	▲	Employment Costs-Community Development
(90,116)	▲	Karratha Golf Course/Bowling Green Facility - High expenditure in contractor and materials components as a result of frequent irrigation mainline breaks and control system faults. Some scheduled contract fertilising undertaken earlier than anticipated.TM			

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

Expenses from Operations	Material Variance		Significant Items		
Transport	-14.73%	977,896	200,000	▲	Shoulder Grading Various Roads - Work to be carried out in December by contractors
			121,731	▲	Cyclone Preparation - Cyclone preparation has finished with a less than expected amount of waste picked up.
			108,267	▲	KTA Airport -Depreciation - Building depreciation pending MyData action
			103,502	▼	KTA Airport - Consultants For Studies - Timing difference. YTD PO raised for \$81K. Invoice not yet received.
			103,390	▼	KTA Airport - Recoverable - Power - Timing issue. October and November invoices yet to be processed and posted in December.
			84,917	▼	Kta Airport - Car Park & Grounds Transport Op Exp - Timing difference. November invoices to be posted in December.
			81,713	▼	Loss On Sale - Vehicles and Plant - Loss on sale of P8006 (Tennant Footpath Sweeper), which was carried over (CFWD) from 13/14 budget, was greater than anticipated amount. Also note that P9425 is SES trailer to be journalled to account 202610 - \$8354.96
			(115,030)	▲	KTA Airport - Employment Costs - Variance is a result of staff entitlements, payment of higher duties, overtime (delayed flights and construction works) and one redundancy payment.
Economic Services	-19.85%	199,511	87,262	▼	Cont. - Karratha Tourist Bureau
			72,718	▼	Cont. - Roebourne Tourist Bureau
Other Property and Services	-303.76%	(1,328,783)	258,846	▼	Plant-Repairs - Vacancies in workshop not filled trade assistant and HD mechanic
			(57,504)	▲	PG - Employment Costs - Protective equipment, A/L, Sick Leave and public holidays not budgeted.
			(73,199)	▲	PS - Employment Costs - Incorrect allocation of contracted staff, w/comp, annual leave above expected. Public holidays not budgeted.
			(85,462)	▲	Works - Employment Costs - Housing, A/L, Sick Leave, Public holidays and other leave not budgeted
			(465,674)	▲	Depreciation-Vehicles & Plant - Building depreciation pending MyData action
Capital Revenue	Material Variance		Significant Items		
Proceeds From Disposal Of	-67.91%	(431,878)	(266,753)	▼	Proceeds on Sale - Landfill Operations
Transfer From Aerodrome Reserve	96.29%	2,651,314	2,651,314	▲	Transfer From Aerodrome Reserve - Timing difference for transfer from reserve for funding of Terminal Works, transfer to reserve for net position to be processed will offset this
Transfer From Infrastructure Reserve	33.67%	229,714	228,806	▲	Transfer from Infrastructure - Transfer of unexpended fund from 13/14 EOFY, to be transferred to Restricted Funds Reserve if unspent at end of 14/15 FY

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

Capital Expenses	Material Variance		Significant Items		
Purchase of Assets - Furniture & Equipment	-86.32%	388,428	267,000	▼	Telecommunications Project
			77,178	▼	Purchase Computer Equipment
Purchase of Assets - Plant	-19.83%	333,774	88,441	▼	Purchase - Plant - December purchases yet to be actioned.
			(53,118)	▲	Purchase - Plant - Purchase complete. Invoice not received yet from supplier.
Capital Expenses	Material Variance		Significant Items		
Purchase of Assets - Infrastructure	-32.42%	1,274,501	144,850	▲	Dampier Boat Ramp Upgrade - Works completed in November but invoice not received
			121,985	▼	Water Infrastructure Upgrades-Karratha Airport - Contract dispute was expected to be resolved, still awaiting decision from arbitrator. Budget to be reviewed and updated in Feb 15
			118,850	▼	Rrg-Coolawanyah Rd - Road design completion delayed. Now expected in December with tender in January and start of works in February.
			75,618	▼	Footpaths - Balmoral Rd Across Catrall Park - Works to be completed in December
			63,493	▼	Reseal - Coolibah Way - To be completed in December
			62,018	▼	Reseal - Cajuput Way - To be completed in December
			59,414	▼	Reseal - Mulga Way - To be completed in December
			58,823	▼	Reseal - Herbert Way - To be completed in December
			56,435	▼	Major Road Tree Planting - Irrigation and planting of Balmoral Road expected early 2015 as part of WaterCorp reinstatement project.
			55,055	▼	Hearson Cove Road - Roadworks complete, remaining line marking and boundary survey in December
			53,379	▼	Wickham Cemetery Master Plan - Works continuing at end of November, expected completion in December
			52,768	▼	Reseal - Carse Street - To be completed in December
			(188,180)	▲	Roeboume Street Lighting Upgrade - Payment to Horizon Power budgeted for
Transfer To Aerodrome Reserve	-50.89%	114,288	114,288	▼	Transfer to Aerodrome Reserve - Timing difference due to investment term
Transfer To Infrastructure Reserve	-77.27%	451,360	114,000	▼	Transfer To Infrastructure Reserve-Bridgeworks
			108,314	▼	Transfer to Infrastructure Reserve - Timing difference due to investment term
Transfer To Partnership Reserve	26.29%	(1,443,997)	66,145	▼	Transfer to Partnership Reserve - Grant funds received year to date have been transferred to reserve.
			(1,510,142)	▲	Transfer to Partnership Reserve - Grant funds received year to date have been transferred to reserve.
Transfer To Waste Mgmt. Reserve	-46.92%	132,892	132,892	▼	Transfer to Waste Management Reserve - Timing difference due to investment term

**City of Karratha**  
**Notes to the Financial Statements**  
**for the period ending 30 November 2014**

<b>Note 1. Net Current Assets</b>	<b>Note</b>	<b>Year to Date Actual</b>	<b>Annual Report Brought Forward 1 July</b>
		<b>\$</b>	<b>\$</b>
<b>Current Assets</b>			
Cash and Cash Equivalents - Unrestricted		23,024,545	20,780
Cash and Cash Equivalents - Restricted (Trust)		2,861,928	3,083,656
Cash and Cash Equivalents - Restricted - Reserves	1	69,698,121	62,904,777
Cash - Restricted Unspent Grants/Contributions		0	4,918
Cash - Restricted Unspent Loans		0	0
Trade and Other Receivables	2	37,978,096	11,944,825
Land held for Resale - Development Costs		0	0
Inventories		335,426	401,889
Total Current Assets		133,898,116	78,360,845
<b>Current Liabilities</b>			
Trade and Other Payables		3,361,860	10,680,791
Trust Liabilities		2,871,721	3,093,451
Bank Overdraft		0	0
Current Portion of Long Term Borrowings		0	0
Current Portion of Provisions		3,390,758	3,390,758
Total Current Liabilities		9,624,339	17,164,999
<b>Net Current Assets</b>		124,273,777	61,195,845
<b>Less</b>			
Cash and Cash Equivalents - Restricted - Reserves		(69,698,121)	(62,904,777)
Loan repayments from institutions		(1,599)	(3,143)
Movement in Accruals (Non-Cash)		0	485,034
Cash - Restricted Unspent Grants/Contributions		0	4,918
<b>Add back</b>			
Current Loan Liability		0	0
Cash Backed Employee Provisions		2,299,046	2,302,189
Current Provisions funded through salaries budget		131,881	537,567
<b>Net Current Asset Position</b>		57,004,985	1,617,633
Note Explanation:			
1) Reserves and Long Service Leave are Cash Backed			
2) Total Trade and Other Receivables		26,930,643	
Total Rates Debtors Outstanding		11,047,453	

**City of Karratha**  
**Statement of Financial Position**  
**for the period ending 30 November 2014**

<b>Note 2: Statement of Financial Position</b>	<b>2014/15</b>	<b>2013/14</b>
	<b>\$</b>	<b>\$</b>
<b>Current Assets</b>		
Cash On Hand	18,405	18,455
Cash and Cash Equivalents - Unrestricted	23,006,140	2,325
Cash and Cash Equivalents - Restricted (Trust)	2,861,928	3,083,658
Cash and Cash Equivalents - Restricted (Unspent Grants/Cont.)	0	4,918
Cash and Cash Equivalents - Restricted (Reserves/Muni)	69,698,121	62,904,777
Trade and Other Receivables	37,978,096	11,944,825
Inventories	335,426	401,889
<b>Total Current Assets</b>	<b>133,898,116</b>	<b>78,360,847</b>
<b>Non-Current Assets</b>		
Trade and Other Receivables	50,260	50,260
Property, Plant and Equipment	203,607,247	193,216,254
Infrastructure	119,082,234	116,573,581
<b>Total Non-Current Assets</b>	<b>322,739,740</b>	<b>309,840,095</b>
<b>Total Assets</b>	<b>456,637,856</b>	<b>388,200,942</b>
<b>Current Liabilities</b>		
Bank Overdrafts	0	0
Trade and Other Payables	3,361,860	10,680,791
Trust Liabilities	2,871,721	3,093,451
Long Term Borrowings	0	0
Provisions	3,390,758	3,390,758
<b>Total Current Liabilities</b>	<b>9,624,339</b>	<b>17,164,999</b>
<b>Non-Current Liabilities</b>		
Long Term Borrowings	0	0
Provisions	1,328,725	1,328,725
<b>Total Non-Current Liabilities</b>	<b>1,328,725</b>	<b>1,328,725</b>
<b>Total Liabilities</b>	<b>10,953,064</b>	<b>18,493,724</b>
<b>Net Assets</b>	<b>445,684,792</b>	<b>369,707,217</b>
<b>Equity</b>		
Accumulated Surplus	333,715,512	257,737,937
Revaluation Surplus	49,064,504	49,064,504
Reserves	62,904,777	62,904,777
<b>Total Equity</b>	<b>445,684,792</b>	<b>369,707,217</b>

**City of Karratha**  
**Statement Of Financial Activity**  
**for the period ending 30 November 2014**

<b>Note 3: Cash and Cash Equivalents</b>	<b>2014/15</b>
	\$
<b>Unrestricted Cash</b>	
Cash On Hand	18,405
Westpac on call	13,006,140
Term deposits - Westpac / WATC	0
Term deposit - Westpac	<u>10,000,000</u>
	<u><b>23,024,545</b></u>
 <b>Restricted Cash</b>	
Reserve Funds	69,698,121
Restricted Unspent Grants	0
Westpac - Trust	<u>2,861,928</u>
	<u><b>72,560,048</b></u>
 <b>Total Cash</b>	 <u><u><b>95,584,593</b></u></u>

<b>City of Karratha</b>				
<b>Notes To And Forming Part Of The Financial Statements</b>				
<b>by Divisions by Activities</b>				
<b>for the period ending 30 November 2014</b>				
	<b>2014/2015 Budget</b>	<b>2014/2015 Amended</b>	<b>2014/2015 Year To Date Budget</b>	<b>2014/2015 Actual To Date</b>
<b>DEVELOPMENT &amp; REGULATORY SERVICES</b>				
Net (Cost) Revenue to Council for Emergency Services	(1,161,333)	(718,841)	(514,945)	(187,572)
Net (Cost) Revenue to Council for Ranger Services	(977,478)	(911,121)	(140,607)	280,917
Net (Cost) Revenue to Council for Tourism/Visitors Centres	(660,832)	(660,832)	(308,416)	(145,436)
Net (Cost) Revenue to Council for Community Safety	(50,854)	(278,140)	(98,133)	453,706
Net (Cost) Revenue to Council for Economic Development	(199,446)	(273,325)	(77,768)	(82,066)
Net (Cost) Revenue to Council for Camping Grounds	(15,592)	58,143	38,496	73,529
Net (Cost) Revenue to Council for Building Control	(370,026)	(397,549)	(134,592)	(175,419)
Net (Cost) Revenue to Council for Health Services	(854,325)	(909,214)	(388,317)	(331,364)
Net (Cost) Revenue to Council for Town Planning	(1,232,268)	(1,149,624)	(409,825)	(442,911)
Net (Cost) Revenue to Council for Strategic Planning	(1,444,087)	(113,113)	(410,260)	(148,684)
Net (Cost) Revenue to Council for Development Services	(83,100)	(73,100)	(36,000)	(15,039)
<b>INFRASTRUCTURE SERVICES</b>				
Net (Cost) Revenue to Council for Depots	(1,231,016)	(1,470,178)	(415,936)	(404,858)
Net (Cost) Revenue to Council for Public Services Overheads	1,019,883	1,246,007	530,623	442,055
Net (Cost) Revenue to Council for Fleet & Plant	(4,016,904)	(212,129)	45,588	428,178
Net (Cost) Revenue to Council for Roads & Streets	(3,545,726)	(4,836,624)	(1,936,407)	(816,595)
Net (Cost) Revenue to Council for Parks & Gardens	(1,938,576)	(1,979,729)	(910,755)	(738,240)
Net (Cost) Revenue to Council for Drainage	(742,612)	(790,868)	(291,049)	(84,003)
Net (Cost) Revenue to Council for Footpaths & Bike Paths	(1,535,101)	(1,695,469)	(658,155)	(516,362)
Net (Cost) Revenue to Council for Effluent Re-Use Scheme	(794,516)	(1,019,614)	(317,708)	(242,582)
Net (Cost) Revenue to Council for Cemeteries	(827,188)	(832,277)	(371,099)	(265,407)
Net (Cost) Revenue to Council for Public Toilets	(325,406)	(387,680)	(165,061)	(148,623)
Net (Cost) Revenue to Council for Beaches, Boat Ramps, Jetties	(338,369)	(511,935)	121,228	151,425
Net (Cost) Revenue to Council for Town Beautification	(1,320,940)	(1,327,645)	(474,775)	(280,978)
Net (Cost) Revenue to Council for Bus Shelters	(100,000)	(131,438)	68,562	(31,438)
Net (Cost) Revenue to Council for Private Works & Reinstatements	0	3,289	3,289	1,726
Net (Cost) Revenue to Council for Works Overheads	1,133,367	717,069	235,839	205,864
Net (Cost) Revenue to Council for Parks & Gardens Overheads	1,243,700	1,240,053	539,051	489,963
Net (Cost) Revenue to Council for Disaster Preparation & Recovery	(402,978)	(323,072)	(323,072)	(201,623)
Net (Cost) Revenue to Council for Tech Services	(3,141,888)	(3,082,064)	(1,228,597)	(1,951,495)
Net (Cost) Revenue to Council for Tech Services Overheads	0	0	0	(29)
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	(18,727)	(206,907)
Net (Cost) Revenue to Council for SP & Infrastructure Services	(32,000)	(32,000)	(13,335)	(15,024)
<b>STRATEGIC BUSINESS PROJECTS</b>				
Net (Cost) Revenue to Council for Project Management	13,116	180	79,374	74
Net (Cost) Revenue to Council for Waste Collection	(6,286,712)	(5,929,780)	1,606,543	1,936,343
Net (Cost) Revenue to Council for Landfill Operations	5,830,579	5,923,542	(431,669)	138,813
Net (Cost) Revenue to Council for Waste Overheads	1,789,084	1,889,314	777,415	301,038
Net (Cost) Revenue to Council for Karratha Airport	2,084,303	2,072,972	42,859	3,062,185
Net (Cost) Revenue to Council for Tien Tsin Inne	0	(52,071)	(52,071)	(49,293)
Net (Cost) Revenue to Council for Other Airports	(6,565)	(6,674)	(674)	(28,938)

<b>City of Karratha</b>				
<b>Notes To And Forming Part Of The Financial Statements</b>				
<b>by Divisions by Activities</b>				
<b>for the period ending 30 November 2014</b>				
	<b>2014/2015 Budget</b>	<b>2014/2015 Amended</b>	<b>2014/2015 Year To Date Budget</b>	<b>2014/2015 Actual To Date</b>
<b>DEVELOPMENT &amp; REGULATORY SERVICES</b>				
Net (Cost) Revenue to Council for Emergency Services	(1,161,333)	(718,841)	(514,945)	(187,572)
Net (Cost) Revenue to Council for Ranger Services	(977,478)	(911,121)	(140,607)	280,917
Net (Cost) Revenue to Council for Tourism/Visitors Centres	(660,832)	(660,832)	(308,416)	(145,436)
Net (Cost) Revenue to Council for Community Safety	(50,854)	(278,140)	(98,133)	453,706
Net (Cost) Revenue to Council for Economic Development	(199,446)	(273,325)	(77,768)	(82,066)
Net (Cost) Revenue to Council for Camping Grounds	(15,592)	58,143	38,496	73,529
Net (Cost) Revenue to Council for Building Control	(370,026)	(397,549)	(134,592)	(175,419)
Net (Cost) Revenue to Council for Health Services	(854,325)	(909,214)	(388,317)	(331,364)
Net (Cost) Revenue to Council for Town Planning	(1,232,268)	(1,149,624)	(409,825)	(442,911)
Net (Cost) Revenue to Council for Strategic Planning	(1,444,087)	(113,113)	(410,260)	(148,684)
Net (Cost) Revenue to Council for Development Services	(83,100)	(73,100)	(36,000)	(15,039)
<b>INFRASTRUCTURE SERVICES</b>				
Net (Cost) Revenue to Council for Depots	(1,231,016)	(1,470,178)	(415,936)	(404,858)
Net (Cost) Revenue to Council for Public Services Overheads	1,019,883	1,246,007	530,623	442,055
Net (Cost) Revenue to Council for Fleet & Plant	(4,016,904)	(212,129)	45,588	428,178
Net (Cost) Revenue to Council for Roads & Streets	(3,545,726)	(4,836,624)	(1,936,407)	(816,595)
Net (Cost) Revenue to Council for Parks & Gardens	(1,938,576)	(1,979,729)	(910,755)	(738,240)
Net (Cost) Revenue to Council for Drainage	(742,612)	(790,868)	(291,049)	(84,003)
Net (Cost) Revenue to Council for Footpaths & Bike Paths	(1,535,101)	(1,695,469)	(658,155)	(516,362)
Net (Cost) Revenue to Council for Effluent Re-Use Scheme	(794,516)	(1,019,614)	(317,708)	(242,582)
Net (Cost) Revenue to Council for Cemeteries	(827,188)	(832,277)	(371,099)	(265,407)
Net (Cost) Revenue to Council for Public Toilets	(325,406)	(387,680)	(165,061)	(148,623)
Net (Cost) Revenue to Council for Beaches, Boat Ramps, Jetties	(338,369)	(511,935)	121,228	151,425
Net (Cost) Revenue to Council for Town Beautification	(1,320,940)	(1,327,645)	(474,775)	(280,978)
Net (Cost) Revenue to Council for Bus Shelters	(100,000)	(131,438)	68,562	(31,438)
Net (Cost) Revenue to Council for Private Works & Reinstatements	0	3,289	3,289	1,726
Net (Cost) Revenue to Council for Works Overheads	1,133,367	717,069	235,839	205,864
Net (Cost) Revenue to Council for Parks & Gardens Overheads	1,243,700	1,240,053	539,051	489,963
Net (Cost) Revenue to Council for Distaster Preparation & Recovery	(402,978)	(323,072)	(323,072)	(201,623)
Net (Cost) Revenue to Council for Tech Services	(3,141,888)	(3,082,064)	(1,228,597)	(1,951,495)
Net (Cost) Revenue to Council for Tech Services Overheads	0	0	0	(29)
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	(18,727)	(206,907)
Net (Cost) Revenue to Council for SP & Infrastructure Services	(32,000)	(32,000)	(13,335)	(15,024)
<b>STRATEGIC BUSINESS PROJECTS</b>				
Net (Cost) Revenue to Council for Project Management	13,116	180	79,374	74
Net (Cost) Revenue to Council for Waste Collection	(6,286,712)	(5,929,780)	1,606,543	1,936,343
Net (Cost) Revenue to Council for Landfill Operations	5,830,579	5,923,542	(431,669)	138,813
Net (Cost) Revenue to Council for Waste Overheads	1,789,084	1,889,314	777,415	301,038
Net (Cost) Revenue to Council for Karratha Airport	2,084,303	2,072,972	42,859	3,062,185
Net (Cost) Revenue to Council for Tien Tsin Inne	0	(52,071)	(52,071)	(49,293)
Net (Cost) Revenue to Council for Other Airports	(6,565)	(6,674)	(674)	(28,938)



**9.2 LIST OF ACCOUNTS DECEMBER 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>29 December 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 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 City. These services enable the City 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 2014-2015 provided for this activity:

Our Program:	4.d.1.5	Ensure financial accountability
Our Services:	4.d.1.5.2	Ensure value for money and procurement

**RISK MANAGEMENT CONSIDERATIONS**

Having good terms of trade will reduce the risk of penalties, loss of quality services and contractors, and dissatisfaction amongst the community.

**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 \$27,044,241.97 submitted and checked with vouchers, being made up of:

- a) Trust Vouchers: nil;
- b) EFT32112 to EFT32674 (Inclusive);
- c) Cheque Vouchers 77457 to 77534 (Inclusive);
- d) Cancelled cheques EFT31684, EFT31965, EFT32182, EFT32207, 77454, 77486, 77499, 77503, 77511, 77520, 77522 ;
- e) Direct Debits: nil;
- f) Payroll Cheques \$1,564,423.82; and
- g) with the EXCEPTION OF     (as listed)

**CONCLUSION**

It has been a customary practice that whilst being a leader in the community, 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.

**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 153032  
**MOVED** : Cr Harris  
**SECONDED** : Cr Smeathers

**That Council by SIMPLE Majority pursuant to Sections 6.7 and 6.9 of the *Local Government Act 1995* RESOLVES to ACCEPT payments totalling \$27,044,241.97 submitted and checked with vouchers, being made up of:**

- a) Trust Vouchers: nil;
- b) EFT32112 to EFT32674 (Inclusive);
- c) Cheque Vouchers 77457 to 77534 (Inclusive);
- d) Cancelled cheques EFT31684, EFT31965, EFT32182, EFT32207, 77454, 77486, 77499, 77503, 77511, 77520, 77522 ;
- e) Direct Debits: nil;
- f) Payroll Cheques \$1,564,423.82; and
- g) with the EXCEPTION OF  (as listed)

**CARRIED**

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

Chq/EFT	Date	Name	Description	Amount
EFT31684	14.11.14	Engin Western Australia	Cancelled Cheque	-5,497.50
EFT31965	21.11.14	ADAMS Coachlines	Cancelled Cheque	-930.00
EFT32112	28.11.2014	Australian Ethical Retail Superannuation Fund	Superannuation contributions	1,081.78
EFT32113	28.11.2014	AMP Retirement Trust - BATT	Superannuation contributions	2,216.45
EFT32114	28.11.2014	Local Government Superannuation - BRISBANE	Superannuation contributions	1,025.68
EFT32115	28.11.2014	MACQUARIE SUPER - HOUNSHAM(JEWKES)	Superannuation contributions	1,033.34
EFT32116	28.11.2014	Cbus	Superannuation contributions	1,242.25
EFT32117	28.11.2014	The Haines Superannuation Fund	Superannuation contributions	754.01
EFT32118	28.11.2014	WA Super ( Formerly WALGSP)	Superannuation contributions	228,363.19
EFT32119	28.11.2014	BT Lifetime Super employer Plan - Hadland	Superannuation contributions	1,100.04
EFT32120	28.11.2014	Catholic Super & Retirement Fund	Superannuation contributions	87.21
EFT32121	28.11.2014	Jacqueline & Theresa Super Fund	Superannuation contributions	689.52
EFT32122	28.11.2014	J & S Pryor Super Fund	Superannuation contributions	872.91
EFT32123	28.11.2014	Statewide Super	Superannuation contributions	1,418.14
EFT32124	28.11.2014	Vision Super	Superannuation contributions	940.04
EFT32125	01.12.2014	ADAMS Coachlines	Coach Hire for Chinese Delegations from Rizhao Sister City Group - 25 26 & 27th November 2014	930.00
EFT32126	01.12.2014	West Australian Newspapers Limited	Advertising - Various	15,888.26

Chq/EFT	Date	Name	Description	Amount
EFT32127	05.12.2014	Karratha Contracting Pty Ltd	Kta Airport - Supply & Install New Branch Line From Fire Service, CoK - Air Con Servicing, KLP - Connector Checking, Kta Airport - Stage 2 Globe Replacement, Roebourne Skatepark - Maintenance & Investigations, 38 Clarkson - Replace Air Cons, 8 McRae Ct - Replace Air Con, Kta Admin Bldg - Install Water Chiller, Annual Testing of Reduced Pressure Zones, Cattrall Park- Install limestone Wall, Millars Well Daycare - Relocate HWU	237,836.23
EFT32128	05.12.2014	Australia Post	Postage	6,570.83
EFT32129	05.12.2014	Austral Pool Equipment	KLP - Junior flippa ball floating goal net for Poolside	1,962.27
EFT32130	05.12.2014	Barmah Hats	Stock	369.60
EFT32131	05.12.2014	Staples Australia (formerly Corporate Express)	Stationery Items - Various	668.01
EFT32132	05.12.2014	Childrens Services Support Unit Wa Inc - CSSU	REAF Jnr 2014 - Donation For Materials & Services For Arts & Crafts Tables	1,027.50
EFT32133	05.12.2014	Chandler Macleod	Labour Hire	16,963.50
EFT32134	05.12.2014	Hathaway's Lubricants	Parts For Repairs	927.30
EFT32135	05.12.2014	KAW Engineering Pty Ltd	Klp - Fabrication On Treadplate Lids To Cover Balance Tanks Pool	629.29
EFT32136	05.12.2014	Best Western Karratha Central Apartments	Staff Accommodation - Leadership WA - Managers Training 18-19/11/14	538.20
EFT32137	05.12.2014	Karratha Community House	2014/15 Annual Community Grant Scheme - Employment Costs For Program Delivery - First Instalment 25%	8,800.00
EFT32138	05.12.2014	Mercure Hotel - Perth	Staff Accommodation - Perth Training 19/11-21/11/14	528.00
EFT32139	05.12.2014	Midalia Steel	General Hardware for Repairs	556.44
EFT32140	05.12.2014	WALGA (Marketforce)	Advertising - Various	2,437.49
EFT32141	05.12.2014	Nickol Junior Soccer Club	Reimbursement - Light Tokens (KLP 24/07/13 Receipt #10726)	1,073.00
EFT32142	05.12.2014	Noise & Vibration Measurement Systems PI	Rechargeable Battery For Hand-Held Analyser	536.80
EFT32143	05.12.2014	North West Training & Inspection Services Pty Ltd T/As North West Oil	Stock - Filters	4,228.62
EFT32144	05.12.2014	Water2Water	Kta Airport - WT#8418 Replace Zip Hot Pump	1,755.62
EFT32145	05.12.2014	Parry's Merchants	RAC & Youth Shed Café Stock	844.05
EFT32146	05.12.2014	St John Ambulance-Karratha	Klp - Adult Defib Pads	325.00
EFT32147	05.12.2014	BP Australia - Bulk Fuel (Reliance Petroleum)	Bulk Fuel	21,871.25
EFT32148	05.12.2014	Shenton Enterprises Pty Ltd	WRF - Heavy Duty Fully Assembled Turbulence Free Disc Lane Ropes With Uv Stabiliser	3,493.60
EFT32149	05.12.2014	Sealanes	Kitchen Stock	46.40
EFT32150	05.12.2014	Helloworld North West Karratha (Aspen View Pty Ltd)	Staff Airfares - Book Exchange And Meetings Perth 02-05/12/14	808.08
EFT32151	05.12.2014	TNT Express	Freight	1,066.42
EFT32152	05.12.2014	The Retic Shop	Stock - Retic Parts	847.67
EFT32153	05.12.2014	Thrifty Car Rental	Staff Car Hire - 6/11/14, Arts And Community Concept, Perth	60.63
EFT32154	05.12.2014	West Pilbara Junior Cricket Association	Reimbursement - Light Tokens (KLP 16/02/14 Receipt #72817)	940.00
EFT32155	05.12.2014	Wickham Volunteer Fire Brigade	Cossack Art Awards - Donation For Assistance With Bar At Awards Night, Sponsors Night And Parking At Family Day	2,500.00
EFT32156	05.12.2014	Forpark Australia	Removal Of Existing Play Ground. Supply & Installation Of New Equipment For Ausburn Park	55,002.20
EFT32157	05.12.2014	Blackwoods (Atkins Carlyle Ltd)	Stock	337.41
EFT32158	05.12.2014	Auslec	Kta Airport - Meter, KLP - 400W Globe Replacement	1,430.07
EFT32159	05.12.2014	Protector Alsafe	Safety Work Boots	325.78

Chq/EFT	Date	Name	Description	Amount
EFT32160	05.12.2014	Abco Products	Kta Airport - Henry Vacuum Cleaner, Stainless Steel Bins	1,281.06
EFT32161	05.12.2014	Airport Security Pty Ltd	Kta Airport - 8 Asics Print And Supply	640.00
EFT32162	05.12.2014	Archival Survival Pty Ltd	Local History Office - Boxes And Gloves For Local History	1,989.03
EFT32163	05.12.2014	APP Corporation Pty Ltd	Concept Development & Business Plan For Kta Municipal Precinct Stage Two	12,969.00
EFT32164	05.12.2014	ROL-WA Pty Ltd t/as Allpest WA	Pest Control	11,650.00
EFT32165	05.12.2014	Ashdown-Ingram	Parts for Repairs	1,906.58
EFT32166	05.12.2014	AM Wicked Pty Ltd	Youth Projects - 'Keep It In The Ring' Boxing Clinic/Q&A with Danny Green in Roebourne and Karratha 14/11/14	9,933.00
EFT32167	05.12.2014	Angie Ayers	Light The Night Twilight Tunes - Angie Ayers Performance Fee MC Event	500.00
EFT32168	05.12.2014	BOC Limited	Gas Cylinders / Refills	743.21
EFT32169	05.12.2014	Bunzl Ltd	Stock	615.41
EFT32170	05.12.2014	BC Lock & Key	Stock, Lock Repairs, Padlocks	2,590.89
EFT32171	05.12.2014	Beacon Equipment	Parts For Repairs	125.40
EFT32172	05.12.2014	Bodyscience International	Klp - Protein Products For Pro Shop	279.75
EFT32173	05.12.2014	BRL Building Company	Roebourne Courts - Remove Section Of Cyclone Fence, Bulgarra Daycare - Repair Fence, Baynton West Park - Secure Toilet Door to stop Vandals, Kta Airport - Conveyor Repairs	4,153.83
EFT32174	05.12.2014	Steven John Burgess	Land Matters - Draft Policy On Use Of City Centre Reserved Land	300.00
EFT32175	05.12.2014	Baracus Pty Ltd	Rates Refund - Overpayment	7.23
EFT32176	05.12.2014	CJD Equipment	Parts For Repairs	217.25
EFT32177	05.12.2014	Centurion Transport Co Pty Ltd	Freight	5,883.77
EFT32178	05.12.2014	Coates Hire Operations	Baynton West Park Toilets - Damage Caused To 2 Portable Toilets On Hire	500.50
EFT32179	05.12.2014	Coca-Cola Amatil (Holdings) Ltd	RAC & Youth Shed Café Stock	768.34
EFT32180	05.12.2014	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Parts for Repairs	375.56
EFT32181	05.12.2014	Cummins South Pacific Pty Ltd	Parts For Repairs	35.39
EFT32182	05.12.2014	CB Snapz	Cancelled Cheque	0.00
EFT32183	05.12.2014	T Corfield	Reimbursement Of Relocation Expenses	6,061.19
EFT32184	05.12.2014	Complete Tyre Solutions Pty Ltd	Tyre Repairs	1,269.40
EFT32185	05.12.2014	David Gray And Company Pty Limited	Stock	654.72
EFT32186	05.12.2014	Lisa Pearce t/as Karratha Mobile Veterinary Services	Animal Control	310.20
EFT32187	05.12.2014	Development Cartographics (The Trustee for The Beal Family Trust)	Land Matters - Development Areas Within The City November 2014	660.00
EFT32188	05.12.2014	E & MJ Rosher Pty Ltd	Parts for Repairs	644.35
EFT32189	05.12.2014	Environmental Industries	Preparation Of Cricket Pitch Edges Bulgarra Oval, Mowing Bulgarra Verges, Cattrall Park - Lay Turf	9,047.78
EFT32190	05.12.2014	EFK Consulting Engineers	KLP - Review Generator Connection (Tripping)	272.25
EFT32191	05.12.2014	Epcad Pty Ltd	Phase 2 Background Site Analysis Dampier townsite & Foreshore Enhancements	14,529.79
EFT32192	05.12.2014	FOXTEL For Business	Klp - Foxtel Service	305.00
EFT32193	05.12.2014	FE Technologies Pty Ltd	Purchase Of RFID Equipment Training Installation And Delivery	11,825.00
EFT32194	05.12.2014	Gym Care Commercial Fitness Specialists	Klp - Gym Equipment	962.50
EFT32195	05.12.2014	GES Consulting	Project Management Services	9,900.00
EFT32196	05.12.2014	Gurrurga Pty Ltd	Cultural Awareness Training - 06/11/14	1,650.00

Chq/EFT	Date	Name	Description	Amount
EFT32197	05.12.2014	Global Security Management (WA)	Security Patrols	305.80
EFT32198	05.12.2014	Gresley Abas Pty Ltd	V12 - Lump Sum Fee Variation - Contract Documentation and Tender - Dampier Community Hub	37,546.96
EFT32199	05.12.2014	Home Hardware Karratha	General Hardware for Repairs	228.93
EFT32200	05.12.2014	Handy Hands Pty Ltd	Karratha Golf Course Fairways, Baynton West Oval & Wickham Precinct - Supply And Spread Cascade K Fertiliser	47,076.65
EFT32201	05.12.2014	J Hurley	Reimbursement of Expenses	452.53
EFT32202	05.12.2014	Iron Mountain Australia Pty Ltd	Records Management / Archives	686.40
EFT32203	05.12.2014	Qube Logistics (Aust) Pty Ltd	Gap Ridge - Transport 920kg Chlorine Gas Cylinder	3,909.36
EFT32204	05.12.2014	Anna Wood T/As Inner Woodworks	Youth Shed - Girlz Crew Anger Management Workshop 30/10/14	250.00
EFT32205	05.12.2014	Jason Signmakers	Signage	401.50
EFT32206	05.12.2014	J G Graphix	Moonrise Cinema - Reprint Of Moonrise Decal With City Of Karratha Logo & new Vinyl Banner	2,467.30
EFT32207	05.12.2014	Intouch Public Relations (rebecca Jarvis)	Cancelled Cheque	0.00
EFT32208	05.12.2014	M Jordan	Reimbursement Of Meal Expenses While In Perth On Training	151.42
EFT32209	05.12.2014	Jolly Good Auto Electrics	Vehicle Air Con Repairs - Various	2,908.40
EFT32210	05.12.2014	Karratha Fluid Power	Kta Airport - Overhaul Hydraulic Cylinder B	6,720.61
EFT32211	05.12.2014	Karratha Gymnastics Club	Payment Of Kidsport Fees - K Lawton	190.15
EFT32212	05.12.2014	Komatsu Australia Pty Ltd	Parts for Repairs	337.19
EFT32213	05.12.2014	KBC Australia (Kristine Battye Consulting Pty Ltd)	Critical Review & Recommended Direction Of MSES Program	11,967.34
EFT32214	05.12.2014	KRTS Pty Ltd	Kta Airport - NWDF Traineeship Midpoint Payment	594.00
EFT32215	05.12.2014	Karratha Panel & Paint (Tunstead Family Trust t/as)	Vehicle Tows/Removals	1,375.00
EFT32216	05.12.2014	Lyons & Peirce	Youth Shed & KLP - Pump Out Grease Traps	1,450.00
EFT32217	05.12.2014	Leadership WA	3 Day Management Development Course For Executive Management Group	19,508.50
EFT32218	05.12.2014	Leethall Constructions Pty Ltd	7 Mile Waste - Supply And Install Extra Hand Railing	5,170.00
EFT32219	05.12.2014	Macdonald Johnston Engineering (Bucher Municipal Pty Ltd)	Parts for Repairs	8,054.34
EFT32220	05.12.2014	Momar Australia	Parts For Repairs	5,239.31
EFT32221	05.12.2014	McMahon Services Australia Pty Ltd	7 Mile Waste - Dry Hire Of Hook Bin Truck For Wickham Transfer Station for W/E: 30/10/14 (Week 9)	5,263.50
EFT32222	05.12.2014	North West Tree Services	Pelago East & West Sharpe Ave & Warrambie Rd, Sharpe Ave & Welcome Road, Karratha Terrace, Point Samson - Tree & Shrub Pruning	10,221.20
EFT32223	05.12.2014	Norwest Craft Supplies	KLP - 2x Stamps For Membership Reward Cards	20.94
EFT32224	05.12.2014	Neverfail Springwater Pty Ltd - 7 Mile Waste Account	15 Litre Spring Water Refills	80.00
EFT32225	05.12.2014	Orica Australia Pty Ltd	Gas Cylinders / Refills	5,020.40
EFT32226	05.12.2014	Pilbara Glass	Kta Depot - Supply And Install Window Film	297.00
EFT32227	05.12.2014	Pilbara Motor Group	Parts for Repairs	173.37
EFT32228	05.12.2014	Pilbara Institute	Staff Training - Various	1,720.00
EFT32229	05.12.2014	Pilbara Copy Service	Photocopier Charges	801.74
EFT32230	05.12.2014	Perth Safety Products	Traffic Signs - Various	712.80
EFT32231	05.12.2014	Print Sync Norwest Business Solutions	Photocopier Charges	2,353.67
EFT32232	05.12.2014	Repco Auto Parts	Parts for Repairs	2,961.76
EFT32233	05.12.2014	Red Earth Flowers	Cossack Art Award - Sponsor And Award Night Flower Display And Winners Bouquets	1,348.00
EFT32234	05.12.2014	Amcap (Formerly Skipper Truck Parts)	Parts for Repairs	444.70
EFT32235	05.12.2014	Statewide Bearings	Parts for Repairs	374.78

Chq/EFT	Date	Name	Description	Amount
EFT32236	05.12.2014	Kmart Karratha	Youth Services Eastern Corridor - Xbox And Ps Games For Drop In	196.00
EFT32237	05.12.2014	Shelf Cleaning Services Pty Ltd	Final Clean Of Wickham SES Building Prior To DFES Handover	907.50
EFT32238	05.12.2014	Sony Pictures Releasing	Moonrise Cinema - Screening Of Fury On 23/11	1,222.00
EFT32239	05.12.2014	Specialised Truck Services	Parts for Repairs	792.00
EFT32240	05.12.2014	Skilled Group Limited	Labour Hire	6,534.26
EFT32241	05.12.2014	Scott Printers Pty Ltd	Printing and Delivery of Mail outs - Various	6,207.30
EFT32242	05.12.2014	Jeremy Lee Shub	Kta Library - Purchase Of Book Conscious Relaxation'	20.00
EFT32243	05.12.2014	Scotwork Negotiating Skills (Negotiating Skills Australia Pty Ltd)	Advancing Negotiations Course 24 - 27/11/14 for B. Pezzali	5,148.00
EFT32244	05.12.2014	RBHS Construction (Robert Ben Harrison Stewart t/as)	Christmas 2014 - Light Starting Button For Sharpe Avenue Light Walk	180.00
EFT32245	05.12.2014	Telford Industries	Stock	1,716.00
EFT32246	05.12.2014	Tradelink Plumbing Supplies	Klp - Replacement Float Valves For Pool	56.02
EFT32247	05.12.2014	Sports Turf Association (WA) Inc.	Sports Turf Assoc. Corporate Membership - 1st July 2014 to 30th June 2015	275.00
EFT32248	05.12.2014	20th Century Fox Film Distributors Pty Ltd	Moonrise Cinema - Screening Of Gone Girl On 14/11/2014	1,011.60
EFT32249	05.12.2014	The Walt Disney Company Pty Ltd	Moonrise Cinema - Screening Of Tinkerbell And The Pirate Fairy 21/11/14	417.90
EFT32250	05.12.2014	Tura New Music	Tura New Music - Sponsorship For Resonance: An Evening At Hearson's Cove Final 50%	16,500.00
EFT32251	05.12.2014	Toddville Prospecting Pty Ltd T/As Taylor Burrell Barnett	Local Planning Strategy Review And Completion - Variation 14 October 2014	32,401.40
EFT32252	05.12.2014	True North Energy	7 Mile Waste - Energy Efficiency Assessment of Transportable Building	1,144.00
EFT32253	05.12.2014	Universal Pictures International Australasia Pty Ltd	Moonrise Cinema - Screening Of Step Up All In 12/10/2014	487.25
EFT32254	05.12.2014	Karratha Timber & Building Supplies (formerly Versatile)	General Hardware for Repairs	2,551.00
EFT32255	05.12.2014	Village Roadshow Pty Ltd	Moonrise Cinema - Screening Of Tammy On 7/11/2014 At 35%	1,046.86
EFT32256	05.12.2014	Westrac Equipment Pty Ltd	Parts for Repairs	670.56
EFT32257	05.12.2014	Woolworths (WA) Ltd	Youth Shed, Youth Service - Café Stock	606.85
EFT32258	05.12.2014	Wormald Australia Pty Ltd	FBCC - Replace Fire Bell On Entrance Wall	456.50
EFT32259	05.12.2014	Wurth Australia Pty Ltd	Parts for Repairs	79.90
EFT32260	05.12.2014	A Ward	Reimbursement Of Utilities as per Contract	105.00
EFT32261	05.12.2014	Wrapped Creations	Rio Tinto Partnership Luncheon - Chair Covers And Centrepieces	629.20
EFT32262	05.12.2014	M Waddington	Reimbursement Of Travel & Accommodation While In Perth - Pro Development Training 15-17/10/14	755.30
EFT32263	05.12.2014	Yakka Pty Ltd	Uniforms	3,022.97
EFT32264	05.12.2014	Supercivil Pty Ltd	Sholl Street Roebourne - Resurfacing	119,379.15
EFT32265	09.12.2014	D Blanket	Travel Assistance Trust Withdrawal - D Blanket	1,840.00
EFT32266	09.12.2014	S Murphy	Travel Assistance Trust Withdrawal - S Murphy	6,240.00
EFT32267	09.12.2014	Peter Lynch	Refund - ASIC Card Bond P. Lynch	50.00
EFT32268	09.12.2014	Karratha First National Real Estate	16 Garland Place - Water Usage	222.84
EFT32269	09.12.2014	LRW'S Electrical	Parts for Repairs	406.20
EFT32270	09.12.2014	Shire Of Ashburton	Fire Arms Handling & Training Course - K Sparks K Glover	78.00
EFT32271	09.12.2014	BP Roebourne	Fuel	877.94
EFT32272	09.12.2014	Wickham Service Station	Fuel	1,333.68
EFT32273	09.12.2014	Command IT Services	Wickham Ses - IT Storage And Back Systems, Kta Airport - CCTV Hard Drives	3,619.46
EFT32274	09.12.2014	Environmental Industries	Mowing And Brushcutting Of Drainage Reserves	19,124.64

Chq/EFT	Date	Name	Description	Amount
EFT32275	09.12.2014	MSD Wholesale - T/A McLernon's Everything Business	Kta Office - Office Partitioning For Central Area Of Finance	801.00
EFT32276	09.12.2014	Pilbara Motor Group	Parts for Repairs	2,233.05
EFT32277	09.12.2014	Woolworths (WA) Ltd	Youth Shed - Cafe Stock	1,658.10
EFT32278	09.12.2014	K Nugent	Travel Assistance Trust Withdrawal - K Nugent	1,000.00
EFT32279	09.12.2014	V Subramoney	Refund - Verge Bond 3 Veall Close Millars Well (#238279 30/09/2014)	3,000.00
EFT32280	09.12.2014	T Swetman	Home Ownership Allowance	555.00
EFT32281	09.12.2014	Lee Gan (Mortgage Account)	Home Ownership Allowance FE 03.12.2014	1,470.90
EFT32282	09.12.2014	Maxxia Pty Ltd	Payroll deductions	6,512.88
EFT32283	09.12.2014	R Steinki (Mortgage Account )	Home Ownership Allowance FE 03.12.2014	800.00
EFT32284	09.12.2014	S Wachter (Mortgage Account)	Home Ownership Allowance FE 03.12.2014	1,394.17
EFT32285	17.12.2014	Australian Taxation Office	Payroll deductions	297,217.00
EFT32286	17.12.2014	Child Support Agency	Payroll deductions	1,293.52
EFT32287	12.12.2014	Staples Australia (formerly Corporate Express)	Stationery Items - Various	1,474.34
EFT32288	12.12.2014	Chandler Macleod	Labour Hire	12,664.61
EFT32289	12.12.2014	Garrards Pty Ltd	Stock	250.80
EFT32290	12.12.2014	Hathaway's Lubricants	Stock	4,735.00
EFT32291	12.12.2014	Spectacles 2-4-1	Prescription Safety Glasses - I. Chapman	389.00
EFT32292	12.12.2014	Midalia Steel	Hardware for Maintenance	61.09
EFT32293	12.12.2014	Market Creations Pty Ltd	Advertising - Various	970.20
EFT32294	12.12.2014	WALGA (Marketforce)	Advertising - Various	1,018.83
EFT32295	12.12.2014	Parry's Merchants	Youth Shed - Cafe Stock	259.15
EFT32296	12.12.2014	Truck Centre (WA) Pty Ltd	Parts for Repairs	154.31
EFT32297	12.12.2014	The Retic Shop	Stock - Retic Parts	1,112.22
EFT32298	12.12.2014	Thrifty Car Rental	Staff Car Hire - 02/11 - 08/11/14 Training Course In Perth	441.60
EFT32299	12.12.2014	Atom Supply	Stock	380.46
EFT32300	12.12.2014	Blackwoods (Atkins Carlyle Ltd)	Kta Airport - Professional Multi Meter	337.17
EFT32301	12.12.2014	A Noble & Son Ltd - WA Division	Parts for Repairs	15.18
EFT32302	12.12.2014	Australian Institute Of Management - WA (AIM)	Mental Health Leadership Program - 5th & 6th November 2014	14,346.47
EFT32303	12.12.2014	Onyx (Aust) Pty Ltd	C of K - Walkington Awards Ceremony Catering 17/11/14	320.00
EFT32304	12.12.2014	Protector Alsafe	Safety Work Boots	1,014.82
EFT32305	12.12.2014	Dorma Australia Pty Ltd	Kta Airport Terminal Building - 6 Monthly Service Of Automatic Doors	3,449.31
EFT32306	12.12.2014	Abco Products	Stock	547.47
EFT32307	12.12.2014	Apprenticeships Australia	Managed Services For B. Le Apprenticeship (Terminated 07. 11. 14)	85.56
EFT32308	12.12.2014	Atktec Pty Ltd	Kta Library - Undertake Cabling And Electrical Works and install Auto Book Return, Kta Airport - Monopole Switch Cabling	7,738.06
EFT32309	12.12.2014	Ashdown-Ingram	Parts for Repairs	737.00
EFT32310	12.12.2014	Ampac Debt Recovery	Debt Recovery Costs	1,092.87
EFT32311	12.12.2014	Bunzl Ltd	Stock	1,115.53
EFT32312	12.12.2014	BC Lock & Key	Padlocks, Lock Repairs, Restricted Key Cutting	4,314.51
EFT32313	12.12.2014	Beacon Equipment	Stock	205.50
EFT32314	12.12.2014	Broad Civil Construction Services	Kta Airport - Office Refurbishment and Relocation - Release of Retention Held	4,380.37
EFT32315	12.12.2014	Burrup Mountain Bike Club	Sports Funding - SP/03/OCT/14 Radio Frequency Identification Timing System	1,500.00
EFT32316	12.12.2014	Steven John Burgess	Land Matters - Policy On Use Of Reserves	125.00
EFT32317	12.12.2014	Centurion Transport Co Pty Ltd	Freight	2,253.81

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EFT32318	12.12.2014	Coates Hire Operations	Youth Services - Hire Of Portable Toilets Nickol Skate Park Spring Classic Championship	883.12
EFT32319	12.12.2014	Coca-Cola Amatil (Holdings) Ltd	RAC & Youth Shed Café Stock	419.48
EFT32320	12.12.2014	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Parts for Repairs	484.67
EFT32321	12.12.2014	Chadson Engineering Pty Ltd	Stock	559.90
EFT32322	12.12.2014	Chemform	Stock	1,362.13
EFT32323	12.12.2014	Compact Business Systems Pty Ltd	Record Keeping Mylar Folders	151.09
EFT32324	12.12.2014	Command IT Services	Kta Airport - Investigate Tone & Trace On Telstra Mdf Area Exposed Conduits	264.00
EFT32325	12.12.2014	Comine Safety & Training Pty Ltd	7 Mile Waste - National Accredited Test & Tag Electrical Appliance Course 17/12/14	5,720.00
EFT32326	12.12.2014	Daysafe Training & Assessing	Moxy Voc Certification	1,051.88
EFT32327	12.12.2014	Design Co-Operative Ltd	Kta Airport - Design Of Signage For The Airport Terminal Redevelopment Project	2,255.00
EFT32328	12.12.2014	Lisa Pearce t/as Karratha Mobile Veterinary Services	Animal Control	1,050.00
EFT32329	12.12.2014	S Doy	Reimbursement For Ice Purchased For Pool Party At Klp 29/11/14	27.56
EFT32330	12.12.2014	DS Agencies Pty Ltd	Cemeteries - Supply And Delivery Of Park Seats	10,065.00
EFT32331	12.12.2014	Dawnhill Holdings Pty Ltd (atf Briggs Family Trust)	Estimating / Construction Consultancy Services - Work Completed To 20/11/14	4,950.00
EFT32332	12.12.2014	E & MJ Rosher Pty Ltd	Parts for Repairs	184.35
EFT32333	12.12.2014	ESS Bay Village (Compass Group)	Hire Of Venue And Catering For Dampier Townsite And Foreshore Management Plan	585.42
EFT32334	12.12.2014	Enigin Western Australia	Kta Airport - Professional Fees For Consultation On Solar Project	1,650.00
EFT32335	12.12.2014	Forrest And Forrest Games	Kta Golf Club - Testing And Analysis Of 3 x Sand Samples	762.65
EFT32336	12.12.2014	Fulham Christopher	Public Art For The Karratha Airport Terminal Upgrade Project - 'Bilybara'	20,000.00
EFT32337	12.12.2014	Frontier Lighting WA Pty Ltd	Xmas In The C of K - Jaburara Trail Light Spectacular & Lighting Design	20,900.19
EFT32338	12.12.2014	Grace Removals Group	Packing And Removal Of Goods From Transit House	1,198.40
EFT32339	12.12.2014	Global Security Management (WA)	Security Patrols	458.70
EFT32340	12.12.2014	Gresley Abas Pty Ltd	Dampier Community Hub - Consultancy Services As Per Tender	1,567.50
EFT32341	12.12.2014	Home Hardware Karratha	Jaburara Heritage Trail - Equipment and Materials	1,176.20
EFT32342	12.12.2014	Harvey Norman Karratha (Karravit Pty Ltd atf Karravit No 2 Trust t/as)	Klp - 2 X Handheld Two Radio For Leisureplex Emergency Communications	250.00
EFT32343	12.12.2014	Intouch Public Relations (rebecca Jarvis)	Copywriting And Editing Of Content For Rio Tinto Partnership Annual Report 20/08/14	3,036.00
EFT32344	12.12.2014	James Bennett Pty Limited	Library - New Resources	374.27
EFT32345	12.12.2014	Karratha Smash Repairs	Vehicle Repairs, Vehicle Excess Payable on Claims	2,200.00
EFT32346	12.12.2014	Keyspot Services	C Of K Walkington Awards - Plaque For 2014 Winner - W. Zaccheus	40.00
EFT32347	12.12.2014	Karratha Gymnastics Club	Klp - Kidsport Fees Payment I. Vaughan-Williams	200.00
EFT32348	12.12.2014	Kwik Kopy Printing Centre	Stationery - Envelopes	2,032.80
EFT32349	12.12.2014	Karens Party Place	City Of Karratha Christmas Party 2014	369.00
EFT32350	12.12.2014	Rikker Holdings Pty Ltd T/A Karratha Tilt Tray And Towing	Vehicle Tows/Removals	1,320.00
EFT32351	12.12.2014	Karratha Water Polo Association Inc.	Sports Funding - SP/04/OCT/14 Purchase Of Junior Water Polo Caps And Polo Balls	643.00

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EFT32352	12.12.2014	Karratha Environmental Crushing Pty Ltd	7 Mile Waste - Removal Of Recycles Glass	5.28
EFT32353	12.12.2014	Karratha Panel & Paint (Tunstead Family Trust t/as)	Vehicle Tows/Removals	792.00
EFT32354	12.12.2014	Lyons & Peirce	FBCC & PBFC - Pump Out Grease Traps	1,450.00
EFT32355	12.12.2014	McLeods & Co Barristers And Solicitors	Legal Advice	2,509.19
EFT32356	12.12.2014	LE Roberts Drafting & Design (Karratha CAD Centre)	Design & Documentation Of City Depot Truckwash	8,767.00
EFT32357	12.12.2014	Landmark Products Ltd	Wickham Cemetery - Design Engineer And Supply In Kit Form Mulgrave Shelter	28,259.00
EFT32358	12.12.2014	Label Image	Supply And Deliver 24 Label Rolls 98x50	392.27
EFT32359	12.12.2014	Macdonald Johnston Engineering (Bucher Municipal Pty Ltd)	Parts for Repairs	754.13
EFT32360	12.12.2014	Mobile Cuisine And Resource Centre	YHT Equipment Hire Labour & Catering	4,454.50
EFT32361	12.12.2014	North West Tree Services	17 Mosher Way - Date Palms To Clear Horizon Power Main Wires	1,064.80
EFT32362	12.12.2014	Norwest Craft Supplies	Klp - Materials For Members 12 Days Of Fitness	37.64
EFT32363	12.12.2014	Northstar Asset Trust T/a Jaffa Room	Reaf 2014 - Film Festival Dvd Licences	2,640.00
EFT32364	12.12.2014	National Foodservice Equipment	Youth Shed - Cafe Supplies	131.01
EFT32365	12.12.2014	Neverfail Springwater Pty Ltd - 7 Mile Waste Account	15 Litre Spring Water Refills	236.45
EFT32366	12.12.2014	Neils Reticulation And Landscaping	906 Walcott Way - Repair Reticulation	363.83
EFT32367	12.12.2014	Baron Oldridge	Refund For Incorrect Change Given At Kta Airport	16.00
EFT32368	12.12.2014	Peerless Jal Pty Ltd	Stock - Cleaning	578.12
EFT32369	12.12.2014	Pilbara Institute	Excel Advanced - 19/11/14 - 20/11/14	680.00
EFT32370	12.12.2014	Perth Safety Products	Signage	514.80
EFT32371	12.12.2014	Pure Alignment Pilates	Senior's Social Activities - 4 weeks Seniors Yoga	400.00
EFT32372	12.12.2014	Repco Auto Parts	Litter Control - Cargo Net	158.40
EFT32373	12.12.2014	Holcim (Australia) Pty Ltd	Road Maintenance - Barmac Dust 48t Delivered To Lia Depot	1,418.27
EFT32374	12.12.2014	Roebourne District State Emergency Service	Roebourne / Wickham SES - Kitchen Unit And Office Supplies	140.32
EFT32375	12.12.2014	Amcap (Formerly Skipper Truck Parts)	Stock - Filters	95.47
EFT32376	12.12.2014	Statewide Bearings	Parts for Repairs	52.93
EFT32377	12.12.2014	Kmart Karratha	Youth Shed - General Drop In Resources 09/2014	42.00
EFT32378	12.12.2014	Decor8 Australia Pty Ltd	Rapid Graffiti Removal - As Per Graffiti Schedule	31,460.00
EFT32379	12.12.2014	Seek Limited	Seek 10 Job Ad Pack	2,189.00
EFT32380	12.12.2014	Stewart & Heaton Clothing Co Pty Ltd	Fire Prevention - Tabards Ordered Including Lga Panel	602.39
EFT32381	12.12.2014	Sanders Turner Ellick Architects	Kta Airport - Professional Fees For Upgrade December Charges RFT01 - 12/13	28,760.25
EFT32382	12.12.2014	Site Pics	Twilight Tunes Light The Night - Event Photography 07/11/14	767.25
EFT32383	12.12.2014	Designa Sabar Pty Ltd	Kta Airport - Preventive Maintenance Agreement	676.50
EFT32384	12.12.2014	Slimline Warehouse Display Shop	Educational Package For YHT & Promotions	1,595.72
EFT32385	12.12.2014	R Steinki	Reimbursement Of Expenses - As per Managers Contract	563.35
EFT32386	12.12.2014	Specialised Truck Services	Stock	396.00
EFT32387	12.12.2014	Skilled Group Limited	Labour Hire	9,452.20
EFT32388	12.12.2014	K Sparks	Reimbursement For Expenses While On Training Course	236.85
EFT32389	12.12.2014	Smiths Detection (Australia) Pty Ltd	Kta Airport - Monthly Service & Maintenance For Screening Equipment Oct 2014	1,591.32

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EFT32390	12.12.2014	Scott Printers Pty Ltd	City Of Karratha's Christmas 2014 - Carols By Glowlight A3 Posters.	145.20
EFT32391	12.12.2014	Supersealing Pty Ltd	Bitumen Surfacing - ICrack Seal various Roads Karratha and Wickham	21,450.00
EFT32392	12.12.2014	Telford Industries	Stock	1,949.20
EFT32393	12.12.2014	State Library of WA (Office of Shared Services)	Library - Lost Books/Damaged Books Fee	129.80
EFT32394	12.12.2014	Talis Consultants Pty Ltd T/a Talis Unit Trust	7 Mile Waste - Administration Of The Resource Recovery Options Negotiations Oct 14	7,375.50
EFT32395	12.12.2014	Tensens Group Pty Ltd	Ladies Sanitary Bin Injection Moulded Polypropylene 23L Capacity - All Sites	10,067.90
EFT32396	12.12.2014	UDLA	Landscape Consultancy - Kta Water Tank Lookout Yaburara Heritage Trail 50%	2,733.50
EFT32397	12.12.2014	Universal Office National (Pilbco Pty Ltd)	Stationery Items - Various, Office Furniture	1,618.47
EFT32398	12.12.2014	Karratha Timber & Building Supplies (formerly Versatile)	General Hardware for Repairs	660.91
EFT32399	12.12.2014	Westrac Equipment Pty Ltd	Stock - Filters	52.84
EFT32400	12.12.2014	Wurth Australia Pty Ltd	Stock	461.34
EFT32401	12.12.2014	West-Sure Group	Kta Airport - Car Parking Revenue Bank Deposit For November	330.84
EFT32402	12.12.2014	A Wear	Reimbursement Of Expenses - As per Managers Contract	399.49
EFT32403	12.12.2014	Yakka Pty Ltd	Uniforms	704.94
EFT32404	12.12.2014	Wayne Zaccheus	2014 Walkington Award Recipient	5,000.00
EFT32405	12.12.2014	MSS Security	Kta Airport - Screening and Security Services - October 2014 (as per Council Resolution # 152725)	220,564.87
EFT32406	12.12.2014	North West Waste Alliance	Street Sweeping - Roads Pavements Pathways And Car Parks Nov 14	58,095.19
EFT32407	12.12.2014	Karratha Automotive Group	Purchase Of One (1) 2014 Holden Colorado LX 4x4 Manual Cab-Chassis Utility With Toolbox And Pipe Racks (Fleet # P2057)	40,813.00
EFT32408	18.12.2014	T F Woollam & Son Pty Ltd TA Woollam Constructions	Karratha Airport Terminal Upgrade Project (RFT 27-13/14) - Progress Claim #6	3,347,703.18
EFT32409	18.12.2014	Department Of Fire And Emergency Services (ESL Payments)	2014/15 Emergency Services Levy for Rates levied in addition to Option B Agreement arrangements - 2nd Qtr Contribution	565,175.54
EFT32410	18.12.2014	Karratha First National Real Estate	Leases	17,380.94
EFT32411	18.12.2014	North West Realty	Leases	14,991.07
EFT32412	18.12.2014	Pilbara Real Estate	Leases	13,904.76
EFT32413	18.12.2014	Ray White Real Estate	Leases	3,910.71
EFT32414	18.12.2014	Finbar Karratha Pty Ltd	Leases	4,333.33
EFT32415	22.12.2014	Garry Bailey	Sitting Fee - December 2014	2,791.67
EFT32416	22.12.2014	John Lally	Sitting Fee - December 2014	4,562.50
EFT32417	22.12.2014	Evette Smeathers	Sitting Fee - December 2014	2,791.67
EFT32418	22.12.2014	Fiona White-Hartig	Sitting Fee - December 2014	2,741.67
EFT32419	22.12.2014	David Hipworth	Sitting Fee - December 2014	2,791.67
EFT32420	22.12.2014	Geoffrey Harris	Sitting Fee - December 2014	2,791.67
EFT32421	22.12.2014	Nerida Kickett	Sitting Fee - December 2014	2,791.67
EFT32422	22.12.2014	Peter Long	Sitting Fee - December 2014	11,125.00
EFT32423	22.12.2014	Janine Miller	Sitting Fee - December 2014	2,791.67
EFT32424	22.12.2014	Michael Benjamin Saylor	Sitting Fee - December 2014	2,791.67
EFT32425	22.12.2014	Robin Vandenberg	Sitting Fee - December 2014	2,791.67
EFT32426	19.12.2014	Cardno Bsd Pty Ltd	Point Samson District Structure Plan - Services for the period ending 31/10/14	51,597.58
EFT32427	19.12.2014	Chandler Macleod	Labour Hire	55,780.73
EFT32428	19.12.2014	Dampier Community Association	2013/14 ACADS Events funding - Sunset Movies	51,193.97
EFT32429	19.12.2014	Karratha Earthmoving & Sand Supplies	Dampier Boat Ramp Upgrade - Undertake Earthworks And Supply Materials	109,163.02

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EFT32430	19.12.2014	Australia Post	Postage Charges	2,953.63
EFT32431	19.12.2014	M Booth	Reimbursement Of Expenses While On Training Course In Perth	234.05
EFT32432	19.12.2014	Chefmaster Australia	Stock	6,345.00
EFT32433	19.12.2014	Chemdry Northwest	Cleaning Costs	2,571.00
EFT32434	19.12.2014	Staples Australia (formerly Corporate Express)	Stationery Items - Various	2,001.18
EFT32435	19.12.2014	Davis Langdon Australia Pty Ltd	Seven Mile Landfill Redevelopment - Stage 3 Fee Variation 003 RSA Structural Design (Sub Consultancy)	49,643.57
EFT32436	19.12.2014	Garrards Pty Ltd	Stock	386.36
EFT32437	19.12.2014	Hathaway's Lubricants	Stock	828.40
EFT32438	19.12.2014	ITVision	PUPP System Improvements - Development of Solution, Synergy Soft Upgrade, Crystal Report Writing - Invoicing	20,538.10
EFT32439	19.12.2014	Spectacles 2-4-1	Kta Airport - Prescription Safety Glasses for P O'Reilly	440.00
EFT32440	19.12.2014	Karratha Volunteer Fire And Rescue	City Of Karratha - All Staff Christmas Party 2014 - Supply Of Staff	600.00
EFT32441	19.12.2014	Karratha International Hotel	Room Hire & Catering For Hosting Breakfast For The City Of Rizhao Delegation 27/11/14	2,298.00
EFT32442	19.12.2014	Karratha Tavern	City of Karratha - All Staff Christmas Party 2014 Refreshments	4,481.58
EFT32443	19.12.2014	Lions Club Of Karratha & Dampier (Inc)	Events Sponsorship Cash Component As Per Council Resolution 152868	29,904.81
EFT32444	19.12.2014	LRW'S Electrical	Yaburara Heritage Trail - Air Cleaner Element, Blades	1,683.45
EFT32445	19.12.2014	Les Mills Aerobics Australia	KLP - Exercise Class Fee for December 2014	1,348.92
EFT32446	19.12.2014	LINK (Local Information Network Karratha) Inc.	2014/15 Annual Community Grant Scheme - Parenting Workshops - 2nd Instalment 25%	16,720.00
EFT32447	19.12.2014	Caltex Energy WA (Link Energy Pty Ltd)	Stock - Bulk Fuel Purchase	21,600.00
EFT32448	19.12.2014	Market Creations Pty Ltd	Klp - 2015/16 Karratha Directory 1/2 Page Ad	1,623.60
EFT32449	19.12.2014	WALGA (Marketforce)	Cancellation Fee For Inhouse Officer Training Course	250.00
EFT32450	19.12.2014	North West Training & Inspection Services Pty Ltd T/As North West Oil	Stock - Filters	3,449.58
EFT32451	19.12.2014	Poolmart Karratha	KLP - Chemicals and Pool Maintenance	1,780.00
EFT32452	19.12.2014	Hotel Ibis Perth	Accommodation - D. Pentz 02-03/12/14 Planning Meeting Perth	466.20
EFT32453	19.12.2014	Phonographic Performance Company (PPCA)	Licence 0627825 Renewal - Karratha Library 1/1/15-31/12/15	995.83
EFT32454	19.12.2014	Point Samson Community Association Inc	Chilli Cook-Off 2014 (Reserve funds 2012/13 ACADS)	44,000.00
EFT32455	19.12.2014	Parry's Merchants	RAC & Youth Shed Café Stock	2,907.50
EFT32456	19.12.2014	Perth Irrigation Centre	Kta Golf Course - 2000a Powerline Controller, Stock - Various	5,463.92
EFT32457	19.12.2014	Poinciana Nursery	Mosquito Management - Bags Of Chook Food	105.60
EFT32458	19.12.2014	St John Ambulance-Karratha	First Aid Supplies	367.25
EFT32459	19.12.2014	Signswest Stick With Us Sign Studio	Signage - Various	407.00
EFT32460	19.12.2014	Sealanes	Kitchen Stock	62.00
EFT32461	19.12.2014	Stihl Shop Redcliffe	Stock	33.70
EFT32462	19.12.2014	Te Wai Manufacturing	Uniforms	3,633.90
EFT32463	19.12.2014	TNT Express	Freight - W/e 29/11/14 Po 50632 Toilet Tissue	5,164.45
EFT32464	19.12.2014	Truck Centre (WA) Pty Ltd	Parts for Repairs	490.73
EFT32465	19.12.2014	The Retic Shop	Stock	1,841.37
EFT32466	19.12.2014	Thrifty Car Rental	Car Hire - Municipal Law Enforcement B 24 Nov 2014 - 29 Nov 2014	1,509.22
EFT32467	19.12.2014	West Pilbara Junior Cricket Association	Sports Funding - SP/07/OCT/14 Funding Support For Junior Cricket Week In Perth	3,000.00

Chq/EFT	Date	Name	Description	Amount
EFT32468	19.12.2014	Savannah Engineers (WA) Pty Ltd	7 Mile Waste - (RFT 06-14/15) Refurbishment of Transportable Building - Progress Claim #1	123,520.65
EFT32469	19.12.2014	Atom Supply	Picket Post Driver Pneumatic, Stock Items (nuts, bolts, concrete, clips) & Safety Items	4,804.46
EFT32470	19.12.2014	Blackwoods (Atkins Carlyle Ltd)	Stock	2,136.15
EFT32471	19.12.2014	Auslec	RCD Boxes For Sharpe Avenue Light Displays	1,589.76
EFT32472	19.12.2014	Airport Lighting Specialists Pty Ltd	Kta Airport - Primary Connector Super Kits	15,235.00
EFT32473	19.12.2014	Australian Institute Of Management - WA (AIM)	AIM Training - B. Moxham 16/10 To 17/10/14 Strategic Business Planning	965.00
EFT32474	19.12.2014	Onyx (Aust) Pty Ltd	Community Sports Awards - Function Catering And Clean Up 14/11/14	6,647.50
EFT32475	19.12.2014	Protector Alsafe	Stock	1,226.76
EFT32476	19.12.2014	Abco Products	Stock	1,094.94
EFT32477	19.12.2014	Attorney-General's Department	Kta Airport - 12 ASIC Applicants Background Checks	1,158.00
EFT32478	19.12.2014	A&M Medical Services Pty Ltd	WRP - Servicing Of Defib In Gymnasium And Swimming Pool	401.60
EFT32479	19.12.2014	Austswim Limited (Melbourne)	WRP - Teacher Of Swimming And Water Safety - Karratha Leisureplex 06/09/14	640.00
EFT32480	19.12.2014	Avdata Australia	Kta Airport - Monthly Data Reporting	1,266.05
EFT32481	19.12.2014	Ausco Modular Pty Limited	Kta Depot - Hire Fee For Multipurpose Complex December 2014	2,408.34
EFT32482	19.12.2014	Airport Security Pty Ltd	Kta Airport - 2 ASICs	80.00
EFT32483	19.12.2014	Advam Pty Ltd	Kta Airport - Monthly Avdam Services For Car Parking November	412.34
EFT32484	19.12.2014	Ashdown-Ingram	Parts for Repairs	3,200.49
EFT32485	19.12.2014	Ampac Debt Recovery	Debt Recovery Costs	1,810.89
EFT32486	19.12.2014	Australian Safety Engineers (WA)	Rac - Re Fill BA Cylinders	55.00
EFT32487	19.12.2014	ABCYL Pty Ltd	Kta Airport - Shellcrackers For Wildlife Control	11,339.90
EFT32488	19.12.2014	Barth Bros Automotive Machine	Machine Fly Wheel On Toyota Hilux	132.05
EFT32489	19.12.2014	BOC Limited	City Of Karratha - All Staff Christmas Party - Costs	610.11
EFT32490	19.12.2014	BP Roebourne	Fuel - Emergency Vehicles	560.51
EFT32491	19.12.2014	Bunzl Ltd	Stock	6,997.14
EFT32492	19.12.2014	Beaurepairs	Tyre Repairs / Replacements	6,552.23
EFT32493	19.12.2014	BC Lock & Key	Padlocks, Lock Repairs, Restricted Key Cutting	498.09
EFT32494	19.12.2014	Wickham Service Station	Fuel - Emergency Vehicles	874.82
EFT32495	19.12.2014	Baileys Fertilisers	Tissue Samples For Lewandowski Park, Bulgarra Oval, Millars Well	4,114.00
EFT32496	19.12.2014	BT Equipment Pty Ltd T/a Tutt Bryant Equipment	Travel To Karratha And Reset Bomag Computer, Stock Items and Parts for Repairs	7,414.08
EFT32497	19.12.2014	Benara Nurseries	Tambrey Park - 5ltr Little John Callistemon	2,021.80
EFT32498	19.12.2014	Beacon Equipment	Multi Use Custom Boxtop Trailer As Per RFQ 1/P9431 and Parts for Repairs	9,220.55
EFT32499	19.12.2014	Bodyscience International	Klp - Bodyscience Products For Onsale At Pro Shop	240.76
EFT32500	19.12.2014	BRL Building Company	Pegs Creek - Public Toilet Upgrade, Cossack Bond Store - Removal of Roof Sheets, 17 Mosher Way - Repair Damaged Window, Wick Trsf Station - Repair Gate, 41 Clarkson - Repair Water Damaged Ceiling	27,704.78
EFT32501	19.12.2014	BMT JFA Consultants Pty Ltd	RFT 03-14/15 Karratha Back Beach Feasibility Study Consultancy Brief.	22,275.00
EFT32502	19.12.2014	Badgelink	Name Badges	112.50
EFT32503	19.12.2014	Centurion Transport Co Pty Ltd	Freight	1,317.88
EFT32504	19.12.2014	Coates Hire Operations	Equipment Hire - Roller Smooth 15t Single Drum 26/11-27/11/14	1,761.76
EFT32505	19.12.2014	Coca-Cola Amatil (Holdings) Ltd	RAC & Youth Shed Café Stock	2,975.73
EFT32506	19.12.2014	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Parts for Repairs	10,180.96

Chq/EFT	Date	Name	Description	Amount
EFT32507	19.12.2014	Chadson Engineering Pty Ltd	Stock	177.10
EFT32508	19.12.2014	Chemform	Stock	1,700.27
EFT32509	19.12.2014	CCS Strategic Management	Peer Review Assessment Of Wickham Community Hub Proposed Development	4,125.00
EFT32510	19.12.2014	Executive Transfers Australia Pty Ltd (Charles Otway)	Bus Transfers For 2014 Staff Xmas Party - Dampier Wickham Point Samson & Roebourne	1,075.00
EFT32511	19.12.2014	Command IT Services	Various IT Repairs, Purchase and Expenses	3,813.04
EFT32512	19.12.2014	Circuitwest Inc.	2014/2015 Full Membership Renewal	428.20
EFT32513	19.12.2014	Richard Chamberlain	Design Of Grass Greens At Karratha Country Club Golf Course - Payment 2 Of 3	7,700.00
EFT32514	19.12.2014	Constable Care Child Safety Foundation Inc.	Grant Funding - CC/08/OCT/14 Funding For Constable Care Tour Of Karratha	2,695.00
EFT32515	19.12.2014	Dampier Enterprises Pty Ltd (Kangavan)	Charter Hire For Delegation From Rizhao Foreign Affairs Office 26/11 To 27/11/14	1,586.75
EFT32516	19.12.2014	Dustex Australia Pty Ltd	Kta Airport - Dustex	4,334.55
EFT32517	19.12.2014	Total Eden Pty Ltd t/a DME Contractors	Cleaning Of Baynton Playground - Rubbish Removal Cleaning And Unblocking Toilets	3,354.45
EFT32518	19.12.2014	Design Co-Operative Ltd	Design Of Window Decals For Wickham Recreation Precinct	5,233.03
EFT32519	19.12.2014	Donald Cant Watts Corke (wa) Pty Ltd	Kta Arts & Community Precinct - Variation 03 Detailed Tender Schedule Development	10,450.00
EFT32520	19.12.2014	David Golf & Engineering Pty Ltd	Sprinkler Trimmer Tournament (No Blade)	1,247.40
EFT32521	19.12.2014	John Dowson	Purchase Of Off To War Book For Local History Library	29.95
EFT32522	19.12.2014	E & MJ Rosher Pty Ltd	Stock	172.85
EFT32523	19.12.2014	Elliotts Irrigation Pty Ltd	Stock - Retic Parts	10,234.22
EFT32524	19.12.2014	ESS Bay Village (Compass Group)	Chinese Sister City Visit - Lunch On 27/11/14 At Peninsula Palms	5,966.40
EFT32525	19.12.2014	Environmental Industries	Mowing And Brushcutting - Various Drainage and Verge Areas	24,456.35
EFT32526	19.12.2014	EFK Consulting Engineers	Klp - Review Generator Connection	2,293.50
EFT32527	19.12.2014	Ezi-Hose Pty Ltd	Parts - Hose / Fittings	2,918.74
EFT32528	19.12.2014	Elan Media Partners	Library - New Resources	288.21
EFT32529	19.12.2014	Empowering People In Communities (EPIC) Inc	Funding For The Full Delivery Of The 2015 Xmas Celebration For People With Disability	5,000.00
EFT32530	19.12.2014	ES2 Pty Ltd	IT Security Health Check - Vulnerability Assessment Internet Facing Technologies. Firewall and security. Appliance Network architecture review. Policy and procedure review. Meetings and interviews pre-agreed topics information security management as per relevant sections of ISO27001/27002. Documentation reporting quality assurance and recommendations.	7,700.00
EFT32531	19.12.2014	Endeavour College Of Natural Health	Wrp - Cert. 3 Fitness - D. Moore	1,820.00
EFT32532	19.12.2014	Farinosi & Sons Pty Ltd	Stock	23.88
EFT32533	19.12.2014	Fire And Safety WA	Safety Work Boots	1,202.43
EFT32534	19.12.2014	Funtastic Ltd t/as Madman Entertainment	Moonrise Cinema - Screening Of What We Do In The Shadows 05/10/14	330.00
EFT32535	19.12.2014	Geoff Ninnas Fong & Partners Pty Ltd	Roebourne Aquatic Precinct - Schematic Design as per Client Instruction No.8	59,785.00
EFT32536	19.12.2014	GES Consulting	Project Management Services / Consultancy	6,160.00
EFT32537	19.12.2014	Prime Media Group (GWN7)	Advertising	2,211.00
EFT32538	19.12.2014	Prompt Fencing Pty Ltd	Roebourne Cemetery - Removal Of Old Fencing Supply & Installation Of New Fencing	93,335.00
EFT32539	19.12.2014	Hyder Consulting Pty Ltd	Effluent Reuse Scheme Concept & Design Consultancy Brief RFT 17-13/14	72,613.06
EFT32540	19.12.2014	Pilbara Motor Group	Purchase Of 1 x 2014 Toyota Hilux SR 4x4 Dualcab Turbo Diesel, and Purchase of 1 x 2014 Toyota Hilux SR 4x4 DualCab Manual Turbo Diesel	94,729.84

Chq/EFT	Date	Name	Description	Amount
EFT32541	19.12.2014	Supercivil Pty Ltd	Asphalt Surfacing - Herbert Way, Baynton Way, Fritzell Road, McCrae and Mccourt Ways in Wickham	229,776.53
EFT32542	19.12.2014	Home Hardware Karratha	General Hardware for Repairs	2,244.32
EFT32543	19.12.2014	Hydramet	Gap Ridge Waste Water Plant - Major Yearly Service For The Chlorination Equipment	21,829.75
EFT32544	19.12.2014	Harvey Norman Karratha (Karravit Pty Ltd atf Karravit No 2 Trust t/as)	Samsung 48 Led Tv - Video Conference Room Replacement	1,965.70
EFT32545	19.12.2014	Karratha Family Centre	Grant Reference CC/12/OCT/14 - Humpty Dumpty Toy Library Funding For Database Equipment	4,950.00
EFT32546	19.12.2014	The Howe Property Trust	Rates refund for assessment A77775	2,861.80
EFT32547	19.12.2014	The Trustee for the Hickey Family Trust T/A Hickey Holdings WA Pty Ltd	7 Mile Waste - Forklift Hire For Tip Shop 01/11 To 30/11/14	1,038.18
EFT32548	19.12.2014	Hayes Sohan Ariel	Kta Airport Terminal Upgrade - Public Art Terrain Of The Pilbara	22,000.00
EFT32549	19.12.2014	Hurley Architecture & Planning	Architectural Services For PBFC Health Module - Interior Redesign Of Link And Anglicare Offices (3 Offices Total)	900.00
EFT32550	19.12.2014	Iron Mountain Australia Pty Ltd	Records Storage and Archiving	3,133.43
EFT32551	19.12.2014	Jason Signmakers	Signage - Various	8,830.25
EFT32552	19.12.2014	S Jessop	CPA Program - Semester 2 2014	1,210.00
EFT32553	19.12.2014	JP Promotions	Eastern Corridor - January School Holiday Program Hats Required For Workshop	484.00
EFT32554	19.12.2014	Jolly Good Auto Electrics	Vehicle Electrical Works - Various	1,193.50
EFT32555	19.12.2014	Karratha Glass Service	Temp Rear Window For P008 Grader	610.00
EFT32556	19.12.2014	Karratha Smash Repairs	Insurance Recoverable Amount - Drivers Side Panel Damage P1058	1,604.07
EFT32557	19.12.2014	Keyspot Services	22 Trophies For Annual And Service Awards 2014	1,229.80
EFT32558	19.12.2014	Karratha Veterinary Hospital	Animal Control	167.50
EFT32559	19.12.2014	Kwik Kopy Printing Centre	Printing	165.50
EFT32560	19.12.2014	Kott Gunning	Legal Advice	10,665.16
EFT32561	19.12.2014	Komatsu Australia Pty Ltd	Stock - filters	275.66
EFT32562	19.12.2014	Karratha Self Storage	Archive Storage For December 2014	450.00
EFT32563	19.12.2014	Sonic HealthPlus Pty Ltd	Annual Travel Allowance As Per MSES Agreement - Dr. Mcnalls	4,527.90
EFT32564	19.12.2014	KPMG Australia	Provide Assistance With Completion Of NSRF Grant Application Criteria	5,500.00
EFT32565	19.12.2014	Rikker Holdings Pty Ltd T/A Karratha Tilt Tray And Towing	Relocation Of 3 Sea Containers From City Depot To 7 Mile Waste Facility	858.00
EFT32566	19.12.2014	Karratha Village	Youth Services Accommodation - Drawing Boards Skate Scooter BMX June 2014 Tour	3,866.50
EFT32567	19.12.2014	A Kett	Reimbursement Of Meals While Attending The Regional Industry Consultative Meeting In Canberra	97.70
EFT32568	19.12.2014	KCI Industries	Youth Shed - Replacement Of Parts For Pie Warmer	61.15
EFT32569	19.12.2014	Charmaine & Keith Doust	Entertainment For City Of Karratha All Staff Christmas Party - 2014	800.00
EFT32570	19.12.2014	Landgate	Karratha And Dampier 3D Aerial Capture	20,608.96
EFT32571	19.12.2014	Lion Hire Pty Ltd	Excavator 5 Tonne X 5 Days - 17/11 To 23/11/14	4,708.56
EFT32572	19.12.2014	Leukaemia Foundation	Leukaemia Foundation Lantern Sales - Light the Night 08/11/2014	9,822.00
EFT32573	19.12.2014	Lomax Family Trust T/a Lomax Media	Translation And Redub Of City Of Karratha Economic Development Video Into Mandarin	1,760.00
EFT32574	19.12.2014	Leethall Constructions Pty Ltd	Klp - Design Supply And Installation Of Shelter For Generator, KLP - Installation of Pavers to Shiller Compound at Front of Main Bldg	41,965.00
EFT32575	19.12.2014	Macdonald Johnston Engineering (Bucher Municipal Pty Ltd)	Stock	940.19

Chq/EFT	Date	Name	Description	Amount
EFT32576	19.12.2014	LGIS Insurance Broking	Motor Vehicle Insurance Premium Adjustment 13/14 To 14/15	990.17
EFT32577	19.12.2014	iSentia Pty Limited (Media Monitors Australia Pty Ltd)	Media Monitoring Services 01/12 To 31/12/14	1,753.31
EFT32578	19.12.2014	MAK Industrial Water Solutions Pty Ltd	Kta Airport - Service & Operations Agreement Technical Support & Water Samples	21,881.07
EFT32579	19.12.2014	Morpho Australasia Pty Ltd	Kta Airport - Service To The ETD Machine Including Flights From NSW	2,445.30
EFT32580	19.12.2014	MSD Wholesale - T/A McLernon's Everything Business	File Shelves For Partitioning In Central Area Of Financial Services Office Space	115.60
EFT32581	19.12.2014	NW Communications & IT Specialists	Installation Of UNF Radios And Onboard Camera Into Toyota Hilux	1,364.70
EFT32582	19.12.2014	Redwave Media Ltd	Advertising - Rego Plates Auction 05/11 To 20/11/14 and Cyclone Season Advertising	4,240.50
EFT32583	19.12.2014	North West Tree Services	Kta Airport - Remove And Stump Grind All Cotton Palms, Garden Maintenance, Tree Works - Various Sites	36,030.50
EFT32584	19.12.2014	NYFL Ltd	Street Cleaning - Roebourne November 2014	5,232.00
EFT32585	19.12.2014	Neverfail Springwater Pty Ltd - 7 Mile Waste Account	15 Litre Spring Water Refills	975.20
EFT32586	19.12.2014	Neverfail Springwater Pty Ltd - Wickham Transfer Station	15 Litre Spring Water Refills	90.70
EFT32587	19.12.2014	Neils Reticulation And Landscaping	Kta Airport - Supply And Install Landscaping To The Internal Garden, Roe St Irrigation Repairs, Baynton Oval Maintenance, Kta Airport - Connect into Existing Recycled Water Retic	13,594.35
EFT32588	19.12.2014	Nielsen Liquid Waste Services	Pump Out Sullage Tanks At Cleaverville	982.00
EFT32589	19.12.2014	Orica Australia Pty Ltd	Gas / Oxygen Cylinder Refills - Various	4,184.50
EFT32590	19.12.2014	Paint Industries Pty Ltd	Kta Airport - Runway Marking Paint White	4,221.80
EFT32591	19.12.2014	Pilbara Distributors	RAC & Youth Shed Café Stock	398.28
EFT32592	19.12.2014	The Paper Company Of Australia Pty Ltd	Stationery - A4 Paper 80gsm Pure White	841.50
EFT32593	19.12.2014	Pilbara Institute	OHS - For Coordinators And Supervisors Training	6,293.06
EFT32594	19.12.2014	Pilbara Copy Service	Photocopier Charges	1,541.41
EFT32595	19.12.2014	Parks & Leisure Australia	Annual Membership For Manager	275.00
EFT32596	19.12.2014	Optum Health & Technology (Australia) Pty Ltd	Critical Incident Response 18/9/2014	1,031.25
EFT32597	19.12.2014	Initial Hygiene (formerly Pink Hygiene Solutions)	Dampier Pavilion. Removal of 3 C of K Sharps Containers and delivered to City Depot. Install of 3 Pink Sharps Containers	1,590.43
EFT32598	19.12.2014	Perth Safety Products	Signage - Various	2,618.00
EFT32599	19.12.2014	Print Sync Norwest Business Solutions	Photocopier Charges	92.29
EFT32600	19.12.2014	Point Parking Pty Ltd	Kta Airport - Administration Carpark Management And Monitoring Fees November	6,776.00
EFT32601	19.12.2014	Quicksmart Industries	City Of Karratha Banner Mesh - To Be Used At Sponsored Events	1,230.90
EFT32602	19.12.2014	Repco Auto Parts	GSCAN-Truck Scan Tool with Truck Attachments	6,541.70
EFT32603	19.12.2014	Roy Galvin & Co Pty Ltd	Kta Golf Course - Retic Repairs	844.78
EFT32604	19.12.2014	Red Dog Festival Pty Ltd	Mess Sponsorship - Red Dog Festival 2015 As Per Resolution 152966. 50% Deposit.	16,500.00
EFT32605	19.12.2014	Roebourne Community Resource Centre Incorporated	Roebourne Community Resource Centre Refurbishment Funding 70%	7,700.00
EFT32606	19.12.2014	Road Safety Audits Pty Ltd	Undertake Road Safety Audit On Roe St Roebourne. Provide Report Of Findings	6,204.00
EFT32607	19.12.2014	Statewide Bearings	Parts for Repairs	653.90
EFT32608	19.12.2014	Kmart Karratha	Seniors Christmas Party Gifts - Lollies. Karratha And Roebourne	2,120.25
EFT32609	19.12.2014	Speedo Australia Pty Ltd	Klp - Speedo Merchandise For Onsale At Pro Shop	5,129.30

Chq/EFT	Date	Name	Description	Amount
EFT32610	19.12.2014	Sigma Chemicals	Stock - Chemicals	2,827.91
EFT32611	19.12.2014	Sunny Sign Company Pty Ltd	Stock - Hand Rails	1,804.00
EFT32612	19.12.2014	Broometown Holdings T/a Subway Karratha	Catering for Rangers Workshop, Catering for Kta Airs & Community Precinct Meeting	189.00
EFT32613	19.12.2014	Stott & Hoare	IT Equipment Purchases / Maintenance	23,760.00
EFT32614	19.12.2014	Swoon Design Studio	Artwork Amendments To DI Flyer - Litter Initiatives	1,413.50
EFT32615	19.12.2014	Designa Sabar Pty Ltd	Kta Airport - Preventive Maintenance	3,684.52
EFT32616	19.12.2014	Seatadvisor Pty Ltd	Moonrise Cinema - November 2014 Ticket Sales	498.30
EFT32617	19.12.2014	Soundgear Australia	Klp - Replacement Portable Sound Equipment.	2,990.00
EFT32618	19.12.2014	Securepay Pty Ltd	Moonrise Cinema - Seatadvisor Payments For November	41.42
EFT32619	19.12.2014	Scope Business Imaging	Photocopier Charges	3,121.69
EFT32620	19.12.2014	Skilled Group Limited	Labour Hire	21,547.49
EFT32621	19.12.2014	Scott Printers Pty Ltd	Christmas In Karratha 2014 - Carols By Glowlight Song Book Printing	1,690.70
EFT32622	19.12.2014	Chantelle Creevey t/as Stick It Stickers	Wickham Recreation - Novelty Cheque For Dash For Cash	120.00
EFT32623	19.12.2014	Trugrade Pty Ltd	Stock - Cleaning	939.62
EFT32624	19.12.2014	Tradelink Plumbing Supplies	Stock - Retic Parts	860.11
EFT32625	19.12.2014	Tox Free (Australia) Pty Ltd	7 Mile Waste, Kta Airport and KLP - Waste Removal	2,559.52
EFT32626	19.12.2014	State Library of WA (Office of Shared Services)	Library - Damaged Books	52.80
EFT32627	19.12.2014	TenderLink.com	Fee - 13-14/15 Dampier Community Hub Facility Management Tender	165.00
EFT32628	19.12.2014	Talis Consultants Pty Ltd T/a Talis Unit Trust	7 Mile Waste - Administration Of The Resource Recovery Options For 01- 28/11/14	4,961.00
EFT32629	19.12.2014	TCS Pilbara Pty Ltd	Building Surveying Services - BCA Certification Of Buildings At The City Works Depot	1,815.00
EFT32630	19.12.2014	Taniwha Security Services Pty Ltd	Christmas In The City - Overnight Security For Yaburara Christmas Light Show	3,520.00
EFT32631	19.12.2014	Scarboro Painting Services (The Trustee For Scarboro Painting Services)	Wickham SES - Line Marking For The SES And St Johns Car Parking Area	2,134.00
EFT32632	19.12.2014	Turf Whisperer	Golf Course Superintendent - Phase 1 Works Of Golf Course Redevelopment	8,165.86
EFT32633	19.12.2014	Tensens Group Pty Ltd	Stock - Ladies Sanitary Bin Injection Moulded Polypropylene 23L Capacity	2,290.64
EFT32634	19.12.2014	The Pool Table Man	Youth Shed - Replacement Pool Table For Drop In Space	3,290.00
EFT32635	19.12.2014	The NeuResource Group Pty Ltd	2015 Diploma Of Project Management - 12 Participants 50% Deposit	13,827.00
EFT32636	19.12.2014	Uniqco (WA) Pty Ltd	Plant & Vehicle Management Services - November 2014	6,288.34
EFT32637	19.12.2014	United Forklift And Access Solutions	Stock - filters	185.98
EFT32638	19.12.2014	Universal Office National (Pilbco Pty Ltd)	Stationery Items - Various	358.11
EFT32639	19.12.2014	Karratha Timber & Building Supplies (formerly Versatile)	General Hardware for Repairs	1,629.32
EFT32640	19.12.2014	Village Roadshow Pty Ltd	Moonrise Cinema - Film Screening Of Best Of Me	660.10
EFT32641	19.12.2014	Westrac Equipment Pty Ltd	Parts for Repairs	701.18
EFT32642	19.12.2014	Woolworths (WA) Ltd	City Of Karratha - All Staff Christmas Party 2014 Sundry Items	2,767.87
EFT32643	19.12.2014	Wormald Australia Pty Ltd	Fire Systems - Routine Maintenance and Inspection of Fire Equipment	6,489.24
EFT32644	19.12.2014	Wurth Australia Pty Ltd	Stock	74.54
EFT32645	19.12.2014	A Wear	Reimbursement Of Expenses as per Managers Contract	93.57
EFT32646	19.12.2014	Wrapped Creations	Wrapped Creations Commencement for NAIDOC 2015 Contractual Agreement Payment #1 (of4)	6,000.00

Chq/EFT	Date	Name	Description	Amount
EFT32647	19.12.2014	The ABD Travel Trust T/a Whitmore Security Consultants	Kta Airport - Audit Of Current Checked Baggage And Passenger Screening Procedures	10,873.50
EFT32648	19.12.2014	WT Design Studio	Redesign Library Brochures, Moonrise Cinema Stamps, Youth Shed Programs and Youth Services Artwork	3,793.63
EFT32649	19.12.2014	West Australian Newspapers Limited	Advertising - Various	16,934.80
EFT32650	19.12.2014	Yakka Pty Ltd	Uniforms	4,223.96
EFT32651	19.12.2014	Zipform Pty Ltd	Rates Annual Notices	1,623.60
EFT32652	19.12.2014	Karratha Contracting Pty Ltd	Kta Airport - Aerial Relocation, KLP - Generator Testing, Baynton West Park - Repair Water Meter Uprights, Baynton West Park Toilets - Dispose of Contaminated Soil, All Sites - Air Con Maintenance, 5 Marsh Way - Install Air Cons, Wick Trsf Stn - Install new Septic System, Camping Grounds - Installation Of 3 Tank Sullage Collection Point,	130,693.74
EFT32653	19.12.2014	T Swetman	Home Ownership Allowance	555.00
EFT32654	19.12.2014	L Gan ( Mortgage Account )	Home Ownership Allowance FE 17.12.2014	1,470.90
EFT32655	19.12.2014	Maxxia Pty Ltd	Payroll deductions	5,861.55
EFT32656	19.12.2014	R Steinki (Mortgage Account )	Home Ownership Allowance FE 17.12.2014	800.00
EFT32657	19.12.2014	S Wachter (Mortgage Account)	Home Ownership Allowance FE 17.12.2014	1,394.17
EFT32658	24.12.2014	Australian Taxation Office	Payroll deductions	286,309.00
EFT32659	24.12.2014	Child Support Agency	Payroll deductions	1,293.52
EFT32660	23.12.2014	Marilyn Lange	Refund - Overpayment of PUPP Instalment 7 Forrest Close Millars Well	1,802.55
EFT32661	23.12.2014	K Nuttall	Refund - Overpayment of PUPP Instalment 5B Jennifer Court Nickol	482.60
EFT32662	24.12.2014	Grant Thornton (WA) Pty Ltd	Interim Fee for Audit of Financial Report for City of Karratha for the Year End 30/06/2014	14,357.20
EFT32663	24.12.2014	BP Australia Pty Ltd	Fuel - Fleet	12,470.53
EFT32664	24.12.2014	Cabcharge Australia Pty Ltd	Cabcharge - November 2014	1,505.02
EFT32665	24.12.2014	Convic Skate Parks Pty Ltd	Roebourne Skate Park - Stage 2: Completion of Design Development	45,826.00
EFT32666	24.12.2014	Extreme Marquees	Major Events - 5 x 3x3m Marquees with full City of Karratha Branding	6,189.00
EFT32667	24.12.2014	Enigin Western Australia	Kta Airport - Professional Fees For Sustainable Energy Consulting Services	5,497.50
EFT32668	24.12.2014	Prompt Fencing Pty Ltd	Supply And Install Flashing And Repair Defects To Roofing Wickham SES Building	4,301.00
EFT32669	24.12.2014	Prefab Building Systems Australia Pty Ltd	SES Building Wickham - Variations for the design and construction of RFT 08-13/14 - Final Claim	22,351.75
EFT32670	24.12.2014	Repco Auto Parts	Parts for Repairs	2,274.80
EFT32671	24.12.2014	Rock Wear	Wrp - Gym Apparel 12 x Singlets	389.60
EFT32672	24.12.2014	Tox Free (Australia) Pty Ltd	Depot Washpad - Removal Of Bulk Hydrocarbon Sludge Approximately 2. 5 Cubic Metres	3,323.32
EFT32673	24.12.2014	Universal Office National (Pilbco Pty Ltd)	Stationery Items	17.55
EFT32674	24.12.2014	Woolworths (WA) Ltd	REAF 2014 - Equipment For Events	914.52
77454	26.11.14	Horizon Power	Cancelled Cheque	-8,165.17
77457	28.11.2014	Australian Super	Superannuation contributions	12,562.92
77458	28.11.2014	Colonial First State Firstchoice Super	Superannuation contributions	2,528.87
77459	28.11.2014	Asgard Superannuation	Superannuation contributions	571.17
77460	28.11.2014	AMP Flexible Lifetime Superannuation Fund	Superannuation contributions	2,512.83
77461	28.11.2014	ANZ Smart Choice Super	Superannuation contributions	796.72
77462	28.11.2014	AXA Generations	Superannuation contributions	1,476.04
77463	28.11.2014	AMP Super Directions Fund	Superannuation contributions	632.59
77464	28.11.2014	AMP SignatureSuper	Superannuation contributions	1,108.58

Chq/EFT	Date	Name	Description	Amount
77465	28.11.2014	BT Super For Life	Superannuation contributions	4,254.78
77466	28.11.2014	CBA Superannuation Savings Account	Superannuation contributions	909.94
77467	28.11.2014	Club Plus Superannuation Scheme	Superannuation contributions	1,118.49
77468	28.11.2014	First State Super	Superannuation contributions	1,226.54
77469	28.11.2014	100F Lifetrack Personal Superannuation	Superannuation contributions	957.42
77470	28.11.2014	Hesta Superannuation	Superannuation contributions	2,971.92
77471	28.11.2014	HostPlus Superannuation	Superannuation contributions	6,822.11
77472	28.11.2014	The Industry Superannuation Fund	Superannuation contributions	1,053.98
77473	28.11.2014	JR Superannuation Fund	Superannuation contributions	96.09
77474	28.11.2014	Local Government Superannuation- SYDNEY	Superannuation contributions	2,155.14
77475	28.11.2014	Legal Super Pty Ltd	Superannuation contributions	136.97
77476	28.11.2014	MLC Nominees Pty Ltd	Superannuation contributions	1,809.30
77477	28.11.2014	MLC Masterkey Superannuation	Superannuation contributions	3,581.43
77478	28.11.2014	Mercer Superannuation (Australia) Pty Ltd	Superannuation contributions	443.95
77479	28.11.2014	NGS Superannuation	Superannuation contributions	1,181.90
77480	28.11.2014	OnePath Masterfund	Superannuation contributions	998.87
77481	28.11.2014	Rest Superannuation	Superannuation contributions	11,210.10
77482	28.11.2014	Superwrap Personal Super Plan	Superannuation contributions	1,033.34
77483	28.11.2014	Sunsuper Pty Ltd	Superannuation contributions	1,881.25
77484	28.11.2014	Colonial First State Investments Limited (super)	Superannuation contributions	987.76
77485	28.11.2014	VicSuper	Superannuation contributions	1,289.16
77486	28.11.2014	Horizon Power	Cancelled Cheque	0.00
77487	28.11.2014	Horizon Power	Electricity Usage Charges	22,060.67
77488	01.12.2014	Apprenticeships Australia	Refund - Overpayment of PUPP Fee due to amended Notice U3 4 Welcome Road Karratha	1,022.17
77489	01.12.2014	ACE SMSF Warrant Pty Ltd	Refund - Overpayment of PUPP Fee due to amended Notice U50 5-15 Sharpe Ave Karratha	4,202.49
77490	01.12.2014	Bigwig Enterprises Pty Ltd	Refund - Overpayment of PUPP Fee due to amended Notice 55 Balyarra Parkway Baynton	482.60
77491	01.12.2014	Church Of Jesus Christ Of Latter-Day Saints	Refund - Overpayment of PUPP Fee due to amended Notice 17 Galbraith Road Pegs Creek	10,647.90
77492	01.12.2014	Supply Chain Logistics Pty Ltd	Refund - Overpayment of PUPP Fee due to amended Notice U5 4 Welcome Road Karratha	1,022.17
77493	01.12.2014	Yennett Pty Ltd	Refund - Overpayment of PUPP Fee due to amended Notice U90 5-15 Sharpe Ave Karratha	4,202.49
77494	05.12.2014	Karratha Adventure Sports	Klp - Squash Balls	200.00
77495	05.12.2014	Yari Chinchilla	Partial Refund of Hire Fee - Cancellation of Booking of Wickham Hall	75.00
77496	05.12.2014	Sally Casson	Refund For Cancelled Klp Membership For S. Casson & D. Casson 26/08/14	238.80
77497	05.12.2014	Donna Hector	Refund For Klp Term 4 Program Mini Masterchef Cancelled Due To Lack Of Enrolments	105.00
77498	05.12.2014	Venturex Pilbara Pty Ltd	Rates refund for assessment A89847	220.54
77499	05.12.2014	Wayne Zaccheus	Cancelled Cheque	0.00
77500	08.12.2014	City of Karratha	Reserve Funds Investment - Bankwest TD 3 Months @ 3.59%	10,000,000.00
77501	08.12.2014	City of Karratha	Muni Funds Investment - Bankwest TD 3 Months @ 3.59%	5,000,000.00
77502	09.12.2014	City of Karratha	Payroll deductions	1,483.46
77503	12.12.2014	M Booth	Cancelled Cheque	0.00
77504	12.12.2014	Telstra Corporation Ltd	Telephone Usage Charges	839.40
77505	12.12.2014	Horizon Power	Electricity Usage Charges	978.48
77507	12.12.2014	Water Corporation	Water Usage Charges	30,054.96

Chq/EFT	Date	Name	Description	Amount
77508	12.12.2014	Dept Of Planning & Infrastructure - Plates	City Of Karratha Plates - Number 1809K	200.00
77509	11.12.2014	City of Karratha	Airport Float Reimbursement - 1 x Paystation Top Up	3,635.00
77510	11.12.2014	Telstra Corporation Ltd	Telephone Usage Charges	10,439.62
77511	11.12.2014	Charmaine & Keith Doust	Cancelled Cheque	0.00
77512	12.12.2014	Horizon Power	Pilbara Underground Power Project - Instalment #1	1,100,000.00
77513	15.12.2014	City of Karratha	Petty Cash Reimbursement	1,292.85
77514	16.12.2014	Dept Of Planning & Infrastructure - Plates	City of Karratha Plates (x29 Plates) - Sold at Auction through Allbids - Plate Fee	5,800.00
77515	19.12.2014	Department of Transport	Licence And Third party Insurance	82.20
77516	19.12.2014	Department of Transport	Application Fee To Register Wickham Boat Ramp - New Licence	82.65
77517	19.12.2014	Karratha Adventure Sports	KLP - Programs Equipment	302.50
77518	19.12.2014	Karratha Autumn Club	Grant CC/16/OCT/14 Assistance In Paying For Autumn Club Seniors Bus Insurance	2,700.00
77519	16.12.2014	Telstra Corporation Ltd	Macro Onramp - Internet & Data Charges 01/12/14 to 31/12/14	3,055.01
77520	16.12.2014	Horizon Power	Cancelled Cheque	
77521	16.12.2014	Horizon Power	Electricity Usage Charges	415,359.62
77522	16.12.2014	Water Corporation	Cancelled Cheque	
77523	16.12.2014	Water Corporation	Water Usage Charges	32,408.94
77524	19.12.2014	Pilbara Iron Company (Services) Pty Ltd (Rio Tinto)	Electricity Usage Charges	3,457.05
77525	19.12.2014	Iron Ore Holdings Ltd	Rates refund for assessment A90241	1,387.45
77526	19.12.2014	City of Karratha	Payroll deductions	1,483.46
77527	19.12.2014	City of Karratha	Payroll deductions	100.00
77528	23.12.2014	Ray White Real Estate	Refund - Overpayment of PUPP Instalment 9 Campbell Cres Baynton	38.13
77529	23.12.2014	Neil Carey Dorrington	Refund - Due to Amended PUPP Notice U53 5-15 Sharpe Ave Karratha	4,202.49
77530	23.12.2014	Hayse Peter Dorrington	Refund - Due to Amended PUPP Notice U52 5-15 Sharpe Ave Karratha	4,202.49
77531	23.12.2014	Vivien Kamen	Refund - Overpayment of PUPP Instalment 24 McCamey Loop Baynton	181.71
77532	23.12.2014	Grazyna Quirk	Refund - PUPP Interest Paid in full 26A Truslove Way Pegs Creek	42.80
77533	23.12.2014	Telstra Corporation Ltd	Telephone Usage Charges	14,120.24
77534	23.12.2014	Horizon Power	Electricity Usage Charges	42,262.07

25,479,818.15

	04.12.2014	City Of Karratha	Payroll W/E: 03/12/2014	781,953.18
	10.12.2014	City Of Karratha	Wages	13,628.09
	18.12.2014	City Of Karratha	Payroll W/E: 17/12/2014	768,115.54
	22.12.2014	City Of Karratha	Wages	727.01

1,564,423.82

**Total Payments**

**27,044,241.97**

### 9.3 2014 ANNUAL ELECTORS' MEETING

<b>File No:</b>	<b>FM.1</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>5 January 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Minutes of the Annual Electors' Meeting 15 December 2014</b>

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#### **PURPOSE**

To receive the minutes of the Annual Electors' Meeting held on 15 December 2014.

#### **BACKGROUND**

The Annual Electors' Meeting is held to review the contents of the annual report for the financial year just concluded and then any general business.

Apart from the acceptance of the 2013/14 Annual Report, Annual Financial Report and Auditors Opinion, there were no other matters raised at the meeting.

#### **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 Council's ability to perform its role.

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

No Councillor or Officer consultation is required.

#### **COMMUNITY CONSULTATION**

The ratepayers/electors of the district were invited to this meeting via local public notice. Ratepayers/electors have the opportunity to put forward motions in line with the City's Standing Orders.

#### **STATUTORY IMPLICATIONS**

The City is required in accordance with Part 5 Subdivision 4 of the *Local Government Act 1995* to convene a general meeting of electors once every financial year and within 56 days of the Council accepting the annual report of the previous financial year. Any decisions made are to be then presented to the next available ordinary Council meeting for consideration.

#### **POLICY IMPLICATIONS**

There are no policy implications.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications.

#### **STRATEGIC IMPLICATIONS**

There are no strategic implications.

**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**

A general meeting of electors of the district is held once every financial year.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 5.33 of the *Local Government Act 1995* RESOLVES to DEFER receiving the Minutes of the Annual Electors' Meeting for the City of Karratha held on 15 December 2014.

**CONCLUSION**

The Annual Electors' Meeting was held in accordance with the *Local Government Act 1995* on 15 December 2014 following local public notice. The 2013/14 Annual Report, Annual Financial Report and Auditors' Opinion were accepted without any discussion from those electors in attendance at the meeting.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 153033  
**MOVED** : Cr Vandenberg  
**SECONDED** : Cr Lally

**That Council by SIMPLE Majority pursuant to Section 5.33 of the *Local Government Act 1995* RESOLVES to RECEIVE the Minutes of the Annual Electors' Meeting for the City of Karratha held on 15 December 2014.**

**CARRIED**

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

## 10 COMMUNITY SERVICES

Cr Hipworth declared an Indirect Financial interest in Item 10.1 Dampier Community Hub Management Tender as Cr Hipworth holds Rio Tinto Shares.

Cr White-Hartig declared a Financial interest in Item 10.1 Dampier Community Hub Management Tender as Cr White-Hartig's spouse is employed by Rio Tinto which contribute financially to the Dampier Community Hub.

At 6.56 pm Cr Hipworth and Cr White-Hartig left the Chambers.

### 10.1 DAMPIER COMMUNITY HUB MANAGEMENT TENDER

<b>File No:</b>	<b>CP.329</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Manager Leisure Services</b>
<b>Date of Report:</b>	<b>23 December 2014</b>
<b>Applicant/Proponent:</b>	<b>Dampier Community Association</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Confidential - Dampier Community Hub Management Tender Evaluation</b>

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#### PURPOSE

For Council to consider the tender submissions for the management of the Dampier Community Hub following RFT 13-14/15.

#### BACKGROUND

At the September 2014 Ordinary Council Meeting, Council endorsed the management plan for the soon to be constructed Dampier Community Hub and instructed the Chief Executive Officer to release a tender for the management of several areas within the proposed facility. The management plan set the vision for the community asset and highlighted areas of the hub that could be managed via an external organisation. Officers proceeded to release a tender throughout November/December 2014 with the following areas highlighted for potential external management;

- Multipurpose areas (x2)
- Not for Profit Offices (x3)
- Coffee hut
- Dampier Community Association Office and Reception
- Change rooms (x2)
- Existing Community Hall
- Existing Lesser hall
- Existing Kitchen

Council also resolved to assess an organisations ability to effectively manage these spaces via the following selection criteria:

Criteria	Weighting
Relevant Experience	25%
Capacity to Deliver	25%
Methodology	30%
Price	20%

Following the formal tender process, the City of Karratha received one response. The tender was received from the Dampier Community Association (DCA). Officers have attached the confidential evaluation report for Council's perusal.

#### **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 financial issues.

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

As this item is in relation to a formal tender, there has been no consultation with Councillors. Officers within the Leisure Services Department have evaluated the submissions. Further advice has been provided by the City's Building Maintenance Department regarding the cleaning and upkeep of the facility by the tenderer.

#### **COMMUNITY CONSULTATION**

Following the formal tender process, Officers reviewed the respondent's submission and prepared a lengthy response in the form of a post tender clarification. Unfortunately due to the DCA being unavailable (Christmas closure), these clarifications were not answered. The respondent has advised they will be unable to provide a response until the first week of February 2015. Officers consider the respondents offer in its current form to be financially unsatisfactory and recommend Council reject the tender in its current form. Officers recommend the CEO negotiate with the wider market (including the DCA) with proposals being presented to Council at the March 2015 Ordinary Council Meeting along with an internal management model in order to allow Council to make an informed decision. Officers have held preliminary discussions with the City's Community and Engagement Department regarding the opportunity to explore a 'Place Management' approach, which may amalgamate Community Development and the community hub management.

#### **STATUTORY IMPLICATIONS**

Section 3.57 of the *Local Government Act 1995*.

#### **POLICY IMPLICATIONS**

Council policy *CF-05 Regional Price Preference Policy* is relevant to this item as the sole respondent is a local organisation.

#### **FINANCIAL IMPLICATIONS**

The tender submission presented by the DCA was extensive and of a high quality, however the financial aspect of the submission was silent of several costs. As previously stated in this report, Officers were unable to clarify items with the DCA prior to their Christmas closure period, hence the submitted offer for the DCA remains unchanged at a total price tendered \$690,562.67 (incl. GST).

Officers wish to further interrogate the costs with the DCA via a delegation to the Chief Executive Officer to negotiate with the market. Officers suggest the tender submitted should be rejected as the foundations of the submission details costs associated with other activities undertaken by the DCA (i.e. non Hub costs), however these costs have been included in the management fee stated above. Officers note the tender price is higher than anticipated.

**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 2014-2015 provided for this activity:

- Our Program: 1.a.2.6 Operate community facilities.
- Our Services: 1.a.2.6.6 Plan new facilities and upgrade old facilities.

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be high to the City in terms of financial and level of service issues.

**IMPACT ON CAPACITY**

Officer’s recommendation has an impact on the Leisure Services Department, which has not been factored into annual work plans.

**RELEVANT PRECEDENTS**

Council has previously resolved to both manage facilities internally (i.e. Karratha Youth Shed and Karratha Leisureplex) and outsource the management (i.e. Pam Buchanan Family Centre). Council has previously made this decision based on the most advantageous outcome for Council.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**

Option 1

As per Officer’s recommendation.

Option 2

1. That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to AWARD the management of the Dampier Community Hub to the Dampier Community Association under the following terms:
  - a) \_\_\_\_\_
  - b) \_\_\_\_\_
  - c) \_\_\_\_\_
2. That Council by ABSOLUTE Majority pursuant to Section 5.42 of the *Local Government Act 1995* RESOLVES to DELEGATE to the Chief Executive Officer to negotiate with the Dampier Community Association in finalising the terms of the management lease.

**CONCLUSION**

During the fourth quarter of 2014, Officer tendered the management of the proposed Dampier Community Hub. The public tender closed in December 2014, with only one submission being received. Officers consider the submission to be financially unsatisfactory as several costs allocated towards the management fee are not associated with the actual facility. Officers suggest Council reject the tender submission by the DCA and present revised options at the March 2015 Ordinary Council Meeting.

**OFFICER’S RECOMMENDATION**

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

1. **REJECT** the tender submission from the Dampier Community Association for Tender 13-14/15 for the Management of the Dampier Community Hub;
2. **INSTRUCT** the Chief Executive Officer to negotiate with the market (including the Dampier Community Association) and present the revised options to Council at the March 2015 Ordinary Council Meeting; and
3. **INSTRUCT** the Chief Executive Officer to prepare an internal cost and management approach for the City of Karratha to manage the Dampier Community Hub and present the option to Council at the March 2015 Ordinary Council Meeting.



**ADDENDUM**

<b>To:</b>	<b>Councillors</b>
<b>File No:</b>	<b>CP.329</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Manager Leisure Services</b>
<b>Date of Report:</b>	<b>23 January 2015</b>
<b>Applicant/Proponent:</b>	<b>Dampier Community Association</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Title of Report:</b>	<b>10.1 DAMPIER COMMUNITY HUB MANAGEMENT TENDER</b>

**PURPOSE**

To note circumstances have changed which affect the Officer’s recommendation.

**BACKGROUND**

Manager Leisure Services met with the Dampier Community Association (DCA) President on 22 January 2015 to discuss Officer’s recommendation to Council regarding the DCA tender submission for the management of the Dampier Community Hub. The DCA were comfortable with the recommendation, however advised due to DCA committee members and staff absence, and their next committee meeting (AGM) not being held until the 24 February 2015, they are not in a position to present a revised management option to Council at the March 2015 Ordinary Council Meeting. Manager Leisure Services agreed to amend Officer’s recommendation to Council for DCA to submit proposal from March to April 2015 Ordinary Council Meeting.

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

**Res No** : 153034  
**MOVED** : Cr Lally  
**SECONDED** : Cr Smeathers

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

1. **REJECT** the tender submission from the Dampier Community Association for Tender 13-14/15 for the Management of the Dampier Community Hub;
2. **INSTRUCT** the Chief Executive Officer to negotiate with the market (including the Dampier Community Association) and present the revised options to Council at the April 2015 Ordinary Council Meeting; and
3. **INSTRUCT** the Chief Executive Officer to prepare an internal cost and management approach for the City of Karratha to manage the Dampier Community Hub and present the option to Council at the April 2015 Ordinary Council Meeting.

**CARRIED**

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**FOR** : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Miller, Cr Saylor, Cr Smeathers,  
Cr Vandenberg  
**AGAINST** : Nil

At 6.57 pm Cr Hipworth and Cr White-Hartig re-entered the Chambers.



**10.2 PAM BUCHANAN FAMILY CENTRE MANAGEMENT TENDER**

<b>File No:</b>	<b>CM.52</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Manager Leisure Services</b>
<b>Date of Report:</b>	<b>23 December 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>PBFC Community Module Map</b></li> <li><b>Letter of Break Lease by Karratha Community House Inc.</b></li> </ol>

**PURPOSE**

To receive correspondence from the Karratha Community House Inc. (KCH) regarding the breaking of their lease at the Pam Buchanan Family Centre and to seek Council's endorsement to release a tender for the management of the Pam Buchanan Family Centre.

**BACKGROUND**

KCH was appointed the management of the community module of the Pam Buchanan Family Centre (PBFC) at the September 2011 Ordinary Council Meeting following a formal Expression of Interest (EOI) process. The Community Module within the PBFC is highlighted on the attached document for Council's information. Council has provided significant assistance to KCH over the past three years since the PBFC was officially opened in February 2012. This is summarised in the following table:

<b>Assistance</b>	<b>Date</b>	<b>Value</b>
Waived first year lease fee	February 2012-2013	\$18,965.00
Assistance with Fit out	February 2012	\$8,051.00
Reduction of lease fee	April 2014	\$19,477.00 per annum
Reduction in utility costs	April 2014	\$20,360.00
Increased Community Grant	April/May 2014	\$32,000.00
Waiver of utility debt	July 2014	\$12,726.34
<b>TOTAL</b>	<b>January 2012 -2015</b>	<b>\$111,579.34</b>

KCH has undergone a review of its management structure by an independent consultant. The group has successfully implemented changes recommended by the consultant however, KCH have advised Officers the model is still unsustainable for them to continue to operate and would require additional assistance, or to alter the terms of the lease agreement.

The City has provided assistance within limits of the current management contract. Should KCH require additional changes, the management contract should be formally advertised. Officers received the attached letter of termination from KCH on 17 December 2014. KCH have since confirmed they will continue to operate the facility until the management of the facility has been resolved.

**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, financial and operational issues.

**COUNCILLOR/OFFICER CONSULTATION**

No Councillor or Officer consultation is required.

**COMMUNITY CONSULTATION**

Officers have continued to work closely with KCH, particularly over the past 12 months, to support the community group. Through this period Officers have maintain an excellent working relationship with KCH. Board members from KCH have expressed their gratitude for the City’s assistance and support, however the fundamental terms of the original agreement are no longer practical and KCH wishes to re-bid for the management under new terms. Officers have advised KCH that it is welcome to tender for the management of the PBFC again should Council progress with a public tender. KCH have been made aware that following a public tender process, they may not be successful in securing the management and relinquishing the management does present a risk.

Furthermore, Council may wish to consider managing the Pam Buchanan Family Centre Community Module internally. Should Council wish to consider this, it could be presented under the following methods:

1. The City may wish to submit an internal bid through a competitive public tender process; or
2. Council may wish to review internal costs prior to releasing a public tender and resolving on whether the City should manage the facility.

Officers recommend Council receive a report detailing costs and associated management models available to Council should they wish to proceed with internal management. It is anticipated that such a report will be available at the February Council meeting should Council support the Officers recommendation. Council may consider this not to be in the best interest of the City, and resolve to advertise the management of the facility via public tender. Should Council wish to release a public tender immediately, Officers suggest the follows criteria be used:

Selection Criteria	Weighting
<p><b>Relevant Experience</b>                      Previous experience in community facility coordination / management                      Experience in business planning and financial management</p>	25%
<p><b>Capacity to Deliver</b>                      Demonstrated capacity to provide access to the facility for the wider community on an equitable hire/user pay system</p>	25%
<p><b>Methodology</b>                      Demonstrated ability in the development of promotion and communication plans.                      Proven experience in facility and program marketing and promotion                      Ability to align with the Pam Buchanan Family Centre’s mission statement</p>	25%
<p><b>Price</b>                      Cost to manage and operate the facility less income generated.</p>	25%

Officers suggest the following high level scope is outlined within the tender for the management of the Community Module:

Area	Tenant responsibilities/Scope	City of Karratha responsibilities
Foyer and Reception Offices	<ul style="list-style-type: none"> <li>• Payment of all outgoings</li> <li>• Building security (coordinating security access)</li> <li>• Cleaning of all spaces including Public Toilets</li> <li>• Fitting out all loose furniture</li> <li>• Annual testing of electrical items</li> <li>• Site cyclone clean up</li> <li>• Adhering to Disability Access and Inclusion Plan</li> <li>• Pest/Insect control</li> <li>• Contents insurance</li> </ul>	<ul style="list-style-type: none"> <li>• Management of lease agreement</li> <li>• All planned and unplanned building maintenance of Landlords fixtures</li> <li>• Building security (managing security system/training tenant on operation of system)</li> <li>• Fit out of all fixed items</li> <li>• Fire protection</li> <li>• Building insurance</li> </ul>
Community Hire Rooms	<ul style="list-style-type: none"> <li>• Coordinating user group/commercial hire and retaining income</li> <li>• Payment of all outgoings</li> <li>• Building security (coordinating security access)</li> <li>• Cleaning of all areas</li> <li>• Fit out of furniture to all areas</li> <li>• Maintenance of all furniture</li> <li>• Site cyclone clean up</li> <li>• Adhering to Disability Access and Inclusion Plan</li> <li>• Pest/Insect control</li> <li>• Contents insurance</li> </ul>	<ul style="list-style-type: none"> <li>• Management of lease agreement</li> <li>• All planned and unplanned building maintenance of Landlords fixtures</li> <li>• Building security (managing security system/training tenant on operation of system)</li> <li>• Building insurance</li> <li>• Fire protection</li> <li>• Fit out of fixed furniture</li> </ul>
Outdoor Areas (including central courtyard)	<ul style="list-style-type: none"> <li>• Site cyclone clean up/tie-down</li> <li>• Hire of outdoor area</li> </ul>	<ul style="list-style-type: none"> <li>• Maintenance of all external grounds</li> <li>• Payment of outgoings</li> </ul>

**STATUTORY IMPLICATIONS**

Section 3.57 of the *Local Government Act 1995*.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

There are no financial implications pertaining to this report, however future reports on this matter will have 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 2014-2015 provided for this activity:

- Our Program: 1.a.2.6 Operate community facilities.
- Our Services: 1.a.2.6.1 Maintain Pam Buchanan Centre leases.

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be low to the City in terms of Service Interruption and Compliance.

**IMPACT ON CAPACITY**

The tendering of the PBFC Community Module was not factored into the work plans for the Leisure Services Department within the 2014/15 year.

**RELEVANT PRECEDENTS**

Council has previously tender out the management of community facilities.

**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:

1. RECEIVE the letter of termination by Karratha Community House Inc. for the management of the Pam Buchanan Family Centre Community Module,
2. INSTRUCT the Chief Executive Officer to release public tender for the management of the Community Module of the Pam Buchanan Family Centre under the following criteria and scope:

Criteria	Weighting
Relevant Experience	25%
Capacity to Deliver	25%
Methodology	25%
Price	25%

Area	Tenant responsibilities/Scope	City of Karratha responsibilities
Foyer and Reception Offices	<ul style="list-style-type: none"> <li>• Payment of all outgoing</li> <li>• Building security (coordinating security access)</li> <li>• Cleaning of all spaces including Public Toilets</li> <li>• Fitting out all loose furniture</li> <li>• Annual testing of electrical items</li> <li>• Site cyclone clean up</li> <li>• Adhering to Disability Access and Inclusion Plan</li> <li>• Pest/Insect control</li> <li>• Contents insurance</li> </ul>	<ul style="list-style-type: none"> <li>• Management of lease agreement</li> <li>• All planned and unplanned building maintenance of Landlords fixtures</li> <li>• Building security (managing security system/training tenant on operation of system)</li> <li>• Fit out of all fixed items</li> <li>• Fire protection</li> <li>• Building insurance</li> </ul>
Community Hire Rooms	<ul style="list-style-type: none"> <li>• Coordinating user group/commercial hire and retaining income</li> <li>• Payment of all outgoing</li> <li>• Building security (coordinating security access)</li> <li>• Cleaning of all areas</li> <li>• Fit out of furniture to all areas</li> <li>• Maintenance of all furniture</li> <li>• Site cyclone clean up</li> <li>• Adhering to Disability Access and Inclusion Plan</li> <li>• Pest/Insect control</li> <li>• Contents insurance</li> </ul>	<ul style="list-style-type: none"> <li>• Management of lease agreement</li> <li>• All planned and unplanned building maintenance of Landlords fixtures</li> <li>• Building security (managing security system/training tenant on operation of system)</li> <li>• Building insurance</li> <li>• Fire protection</li> <li>• Fit out of fixed furniture</li> </ul>
Outdoor Areas (including central courtyard)	<ul style="list-style-type: none"> <li>• Site cyclone clean up/tie-down</li> <li>• Hire of outdoor area</li> </ul>	<ul style="list-style-type: none"> <li>• Maintenance of all external grounds</li> <li>• Payment of outgoing</li> </ul>

Option 3

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

1. RECEIVE the letter of termination by Karratha Community House Inc. for the management of the Pam Buchanan Family Centre Community Module; and
2. INSTRUCT the Chief Executive Officer to release public tender for the management of the Community Module of the Pam Buchanan Family Centre under the following criteria:

Criteria	Weighting
Relevant Experience	25%
Capacity to Deliver	25%
Methodology	25%
Price	25%

Area	Tenant responsibilities/Scope	City of Karratha responsibilities
Foyer and Reception Offices	<ul style="list-style-type: none"> <li>• Payment of all outgoings</li> <li>• Building security (coordinating security access)</li> <li>• Cleaning of all spaces including Public Toilets</li> <li>• Fitting out all loose furniture</li> <li>• Annual testing of electrical items</li> <li>• Site cyclone clean up</li> <li>• Adhering to Disability Access and Inclusion Plan</li> <li>• Pest/Insect control</li> <li>• Contents insurance</li> </ul>	<ul style="list-style-type: none"> <li>• Management of lease agreement</li> <li>• All planned and unplanned building maintenance of Landlords fixtures</li> <li>• Building security (managing security system/training tenant on operation of system)</li> <li>• Fit out of all fixed items</li> <li>• Fire protection</li> <li>• Building insurance</li> </ul>
Community Hire Rooms	<ul style="list-style-type: none"> <li>• Coordinating user group/commercial hire and retaining income</li> <li>• Payment of all outgoings</li> <li>• Building security (coordinating security access)</li> <li>• Cleaning of all areas</li> <li>• Fit out of furniture to all areas</li> <li>• Maintenance of all furniture</li> <li>• Site cyclone clean up</li> <li>• Adhering to Disability Access and Inclusion Plan</li> <li>• Pest/Insect control</li> <li>• Contents insurance</li> </ul>	<ul style="list-style-type: none"> <li>• Management of lease agreement</li> <li>• All planned and unplanned building maintenance of Landlords fixtures</li> <li>• Building security (managing security system/training tenant on operation of system)</li> <li>• Building insurance</li> <li>• Fire protection</li> <li>• Fit out of fixed furniture</li> </ul>
Outdoor Areas (including central courtyard)	<ul style="list-style-type: none"> <li>• Site cyclone clean up/tie-down</li> <li>• Hire of outdoor area</li> </ul>	<ul style="list-style-type: none"> <li>• Maintenance of all external grounds</li> <li>• Payment of outgoings</li> </ul>

3. Instruct the Chief Executive Officer to prepare an internal bid for the management of the Community Module of the Pam Buchanan Family Centre.

**CONCLUSION**

Karratha Community House Inc. (KCH) has managed the operations of the Community Module within the PBFC since February 2012. Following extensive assistance by the City of Karratha, KCH has formally advised the foundations of the current agreement are unsustainable for them to sustainably continue. Officers are seeking direction from Council on the future management of the Community Module, and recommend Council re-release the Community Module to the market under a public tender process. Officer have suggested Council may also wish to investigate internal costs to manage the facility internally.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 153035  
**MOVED** : Cr White-Hartig  
**SECONDED** : Cr Smeathers

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

1. **RECEIVE** the letter of termination by Karratha Community House Inc. for the management of the Pam Buchanan Family Centre Community Module; and
2. **INSTRUCT** the Chief Executive Officer to present costs and management approach for the City of Karratha to manage the Pam Buchanan Family Centre Community Module at the February 2015 Ordinary Council Meeting.

**CARRIED**

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



**10.3 ROEBOURNE COMMUNITY HALL: MANAGEMENT MODEL**

<b>File No:</b>	<b>LS.10</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Manager Recreation Facilities</b>
<b>Date of Report:</b>	<b>14 January 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Draft PCYC MOU</b>

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**PURPOSE**

For Council to consider the Management of the Roebourne Community Hall to be facilitated under memorandum of understanding with the Police and Citizens Youth Club, Roebourne.

**BACKGROUND**

The Police and Citizens Youth Club (PCYC) is a not for profit organisation that creates opportunities for young people in the community through the delivery of Recreational and educational activities and Programmes.

Over many years the Roebourne Branch of PCYC has operated from the Roebourne Community Hall under various agreements. The most recent agreement has expired .With recent changes to local Management at the PCYC, it is considered timely to review the situation and endorse an appropriate method of Management of the Community Hall.

An initial agreement which involved the PCYC's usage of office space and kitchen facilities for \$1- per annum peppercorn rental with a Community Hire fee for all other bookings was rejected by PCYC Management. The Community Hire fee was proposed at \$12.50 per hour as per Councils fees and charges (50% of Community rate of \$25- per hour from January 2015). It was envisaged by Officers that PCYC would seek some funding through the Community Grants scheme to assist with these costs.

Subsequent discussions have revealed that the PCYC would prefer to have free use of facilities in return for an increase level of service that addresses some gaps in youth programming within Roebourne as well as the day to day management of the Roebourne Community Hall. It is believed this later approach would improve the quality and quantity of services and programmes offered to the Roebourne Youth community and result in better outcomes for the community.

The proposed Memorandum of Understanding allows for the free use of facilities by PCYC in return for a minimal level of service of programmes conducted by them. A total of 20 hours per week contact program time is required and must operate at least the following times:

1. 3.00pm – 9.00pm Fridays (6 Hours)
2. 6.00pm – 9.00pm Saturdays (3 hours)
3. 2.00pm – 5.00pm Sundays (3 Hours)
4. The remaining 8 hours would be after school hours and flexible to suit operational requirements.

Officers believe the enforced formal programming of activities at these times can fill the gap in current service provision and result in less anti-social behaviour at these times. In addition, the financial operational costs would be shared between the PCYC and the City.

PCYC would assume management control of the building and be responsible for a proportion of the electricity, water and cleaning charges. In addition they would administer all bookings and retain income from third parties users at the facility.

The City of Karratha would continue building maintenance, insurances, capital works and garden maintenance of the facility.

Given the unique nature of the service being sought and the experience, knowledge and expertise provided by the PCYC, Officers believe that the MOU agreement between the City and the PCYC is applicable to Regulation 11(2) (f) of the *Local Government (Functions and General) Regulations 1996*. The regulation determines that when the local government has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier.

#### **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 within the City.

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

No Councillor or Officer consultation is required.

#### **COMMUNITY CONSULTATION**

Initial consultation has occurred with Mayor Peter Long and CEO Chris Adams meeting with PCYC CEO John Gillespie in September 2014. Subsequent discussions were held between Mr Gillespie and the Director Community Services in December 2014 and January 2015.

#### **STATUTORY IMPLICATIONS**

Regulation 11(2)(f) of the *Local Government (Functions and General) Regulations 1996* makes provision to directly the direct source a services/product on the basis that due to the unique nature of the services to be supplied that they are the sole supplier of the service.

#### **POLICY IMPLICATIONS**

There are no policy implications.

#### **FINANCIAL IMPLICATIONS**

The following table details income and expenditure figures for the Roebourne Community Hall for the past financial year.

Activity	2013/14 Approx. cost
Cleaning Wages	\$46,000
Cleaning Materials and services	\$4,000
Electricity	\$25,000
Water	\$9,000
Management*	N/A
Income – Hire	\$16,000
Cost to Council 13/14 **	\$68,000*

\* City Recreational Services staff manage the facility bookings, usage and maintenance of the facility as part of their day to day responsibilities.

\*\* Capital costs not included

**STRATEGIC IMPLICATIONS**

This item is relevant with the City's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012 - 2016. In particular the Operational Plan 2014-2015 provides for this activity:

Our Program:	1.a.2.6	Operate Community Facilities
Our Services:	1.a.2.6.2	Provide and manage community recreational facilities.

**RISK MANAGEMENT CONSIDERATIONS**

There are no risk management considerations applicable.

**IMPACT ON CAPACITY**

Potentially there is a decrease on capacity demand in areas of cleaning and facility bookings should the MOU be signed and implemented.

**RELEVANT PRECEDENTS**

Council has entered into other management models of multi-purpose facilities such as the Pam Buchanan Family Centre in the past.

**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 ENTER into a memorandum of understanding with the Police and Citizens Youth Club for the Management of the Roebourne Community Hall.

**CONCLUSION**

PCYC Roebourne has been run from the Roebourne Community Hall under various agreements in previous years, all of which have expired and require reconsideration.

PCYC has requested a model similar to their operations in other towns, whereby they administer the Management of the hall and pay for electricity, water and cleaning charges. They would also administer all bookings, receipting of income and general Management duties.

Council would remain responsible for building maintenance, Insurances, capital works, garden maintenance and other costs of the facility.

The proposed Memorandum of Understanding allows for the free use of facilities by PCYC in return for a minimal level of service of programmes conducted by them. A total of 20 hours per week contact program time is required and must operate at least the following times:

1. 3.00pm – 9.00pm Fridays (6 Hours)
2. 6.00pm – 9.00pm Saturdays (3 hours)
3. 2.00pm – 5.00pm Sundays (3 Hours)
4. The remaining 8 hours would be after school hours and flexible to suit operational requirements.

Officers believe the formal programming of activities at these times utilising the unique services provided by the PCYC can fill a “gap” in current youth service provision within Roebourne.

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**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : **153036**  
**MOVED** : **Cr White-Hartig**  
**SECONDED** : **Cr Bailey**

**That Council by ABSOLUTE Majority pursuant to Section 3.18 of the *Local Government Act 1995* and Regulation 11(2)(f) of the *Local Government (Functions and General) Regulations 1996* RESOLVES to:**

- 1. AGREE pursuant to Regulation 11(2)(f) of the *Local Government (Functions and General) Regulations 1996* to enter into a memorandum of understanding with the Police and Citizens Youth Club for the Management of the Roebourne Community Hall due to the unique nature of the services to be supplied that they are the sole supplier of the service.**
- 2. DELEGATE AUTHORITY to the Chief Executive Officer to finalise operational details of the memorandum of understanding with the Police and Citizens Youth Club.**

**CARRIED**

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

**10.4 YOUTH DEVELOPMENT AND ENGAGEMENT PLAN 2015 - 2017**

<b>File No:</b>	<b>CS.10</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Youth Services Supervisor</b>
<b>Date of Report:</b>	<b>8 December 2014</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Youth Development and Engagement Action Plan 2015 - 2017 (Youth Development and Engagement Plan in its entirety is available upon request)</b>

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**PURPOSE**

For Council to endorse the Youth Development and Engagement Action Plan 2015 – 2017.

**BACKGROUND**

In August 2009, the Shire of Roebourne (City of Karratha) conducted an inaugural community satisfaction survey to gauge community perceptions on areas of importance and the Shire's performance relative to these areas. The survey results ranked the importance of 28 services and facilities, and the performance of the Shire and other agencies in the provision of these in order to illustrate service level gaps. Youth Services was highlighted in the survey and ranked in the top five issues identified by the community.

In 2011, Officers engaged consultants, Creating Communities, to undertake consultation with young people and youth service providers to gain an up to date perspective on issues facing young people living in the region. Results indicated that the main issues identified through research conducted in 2004 remain prevalent in 2011.

The Youth Development Plan 2012 – 2014 was developed in response to feedback received and had eight focus areas:

- Stakeholder Coordination and Management
- Facilities and Amenities, Education
- Training and Employment, Health
- Wellbeing and Safety
- Recreation
- Culture and Events
- Leadership, Participation and Identity
- Communication and Networking and Transport and Access

The City of Karratha Youth Services team have had a significantly positive impact of the level of service delivery that has been available to young people through the delivery of The Youth Development Plan 2012 – 2014 and in more recent times, with the signing of the Memorandum of Understanding with the Wickham Youth Group and in partnership with Rio Tinto. The City of Karratha now delivers youth services out of the Wickham Youth Group facility.

Council's role and level of service has increased significantly over the past 3 – 4 years. The City now employs 5.5 FTE plus casual employees in the delivery of services and programs across the City as well as developing significant partnerships and networks within the local youth sector.

Feedback received from the Youth Development Plan 2012 – 2014 Evaluation Report (Appendix 3) has been used to inform the current Youth Development and Engagement Plan 2015 – 2017 (Attachment 1). Issues that remain current have been considered in the development of the focus areas and incorporated in the YDEP.

The Youth Development and Engagement Plan 2015 – 2017 has four focus areas which include:

- Stakeholder Coordination and Engagement
- Engagement and Leadership
- Recognition and Skills Development and Recreation
- Participation and Events

Officers will review and evaluate the YDEP biannually and provide recommendations if required to ensure the document stays relevant to the Youth Services sector. The YDEP's impact on the City's commitment to Youth Services remains predominantly unchanged from current servicing in terms of staffing requirements, program and activity delivery and budgeting requirements. Budget impacts are noted under the financial implications.

#### **LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of moderate significance.

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

Consultation has previously taken place regarding the development and implementation of The Youth Development and Engagement Plan with Council, the Executive Management Team, the Community Development Team and the Youth Services Team.

#### **COMMUNITY CONSULTATION**

Consultation with young people has taken place through regular youth programs delivered by Officers as well as a strong focus placed on engaging with young people in local high schools. 361 young people completed the survey which equates to 10.1% of the young people residing in the City of Karratha.

The consultation process included 22 Youth organisations operating in the City of Karratha and members of the Regional Youth Coordinators Network.

#### **STATUTORY IMPLICATIONS**

This report is relevant to section 3.18 of the *Local Government Act 1995*.

#### **POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

Officers will review the Youth Development and Engagement Plan 2015–2017 biannually with budgetary requirements being presented to Council for consideration through the annual budget process and/or budget reviews.

	<b>Jan 2015 – June 2015 (commencement of the YDEP)</b>	<b>2015/2016</b>	<b>2016/2017</b>	<b>2017/2018</b>
<b>Expenses</b>				
<b>Salaries</b>	\$250,239 <i>5.5 x FTE Youth Service Staff (pro-rata)</i>	\$550,524 <i>5.5 x FTE Youth Service Staff</i>	\$605,577 <i>6 x FTE Youth Service Staff</i>	\$666,134 <i>6 x FTE Youth Service Staff</i>
<b>Program and Service Delivery Costs</b>	\$146,922	\$293,844	\$299,720 (2% increase/CPI)	\$305,714 (2% increase/CPI)
<b>Facility Maintenance</b>	\$52,770	\$107,650 (2% increase/CPI)	\$109,803 (2% increase/CPI)	\$111,999 (2% increase/CPI)
<b>Total Expenditure</b>	<b>\$449,931</b>	<b>\$952,018</b>	<b>\$1, 015, 100</b>	<b>\$1, 083, 847</b>
<b>Income and Sponsorship</b>				
North West Shelf Project	(\$72,500)	(\$145,000)	(\$145,000)	(\$145,000)
Regional Development Australia (C4C)	(\$0)	N/A	N/A	N/A
Rio Tinto	(\$87,000)	(\$174,000)	(\$174,000)	(\$174,000)
Other	(\$6,975)	(\$41,000)	(\$56,000)	(\$66,000)
<b>Note assumptions and other considerations below</b>				
<b>Total Income</b>	<b>(\$165,975)</b>	<b>(\$360,000)</b>	<b>(\$375,000)</b>	<b>(\$385,000)</b>
<b>TOTAL Council Contribution</b>	<b>\$283,956</b>	<b>\$592,018</b>	<b>\$640,100</b>	<b>\$698,847</b>

## Assumptions and Other Considerations

### Staffing

- An increase to Youth Services FTE has been incorporated based on projected population growth, thus an anticipated increase to youth program participation (numbers). Staff ratios may need to accommodate increases as a result, however this will be assessed annually as part of the budgetary process and alignment with the *City of Karratha Workforce Plan 2013 – 2018*.
- FTE increase likely to be casual or part time positions to accommodate the spread of hours for Youth Services programs. Increases should not be assumed as fulltime/permanent positions.
- Increases in staff costs are in accordance with the EBA and Long Term Financial Plan assumptions.

### Income

- Applications for funding and sponsorship will be made to a number of grant schemes and organisations over the three year period, however an increase in income cannot be guaranteed.
- Specific funding partners listed are major sponsors of City of Karratha Youth Services initiatives as of December 2014. Continued support and/or increases to their contribution is subject to meeting relevant agreement targets and KPI's and again, cannot be guaranteed.
- Continuation of the Rio Tinto partnership and sponsorship for delivery of Eastern Corridor Youth Services, post the current 2015 end date.

### Other

- Maintenance costs for the Wickham Youth Facility are minimal due to the Memorandum of Understanding with the Wickham Youth Group. Should the Wickham Youth Facility be moved, maintenance costs will be expected to increase dramatically.
- Communities for Children (C4C) programming and associated funding undertaken by alternate City of Karratha Service Unit.
- Based on scheduled annual reviews of the YDEP, actions may be modified / altered based on capacity, budgets and staffing.

## 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 2014-2015 provided for this activity:

Our Program: 1.f.1.1 Implement the Youth Development Plan

Our Services: 1.f.1.3.2 Provide a regular structured drop in program for youth.

## RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be low to the City, however Officers will need to clearly articulate the commitment made by the City of Karratha to implement the relevant YDEP action items. The City of Karratha will not be accountable for the commitment and responsibilities of other stakeholders and will continue to play a collaborative, facilitating role

for the Youth Service sector to ensure organisations have every opportunity to contribute where possible.

The successful implementation and annual review of the Youth Development and Engagement Plan 2015 - 2017 will create a clear understanding amongst stakeholders of the services and initiatives being delivered across the City of Karratha.

### **IMPACT ON CAPACITY**

The Youth Development and Engagement Plan 2015 – 2017 clearly articulates the City's Youth Services team focus areas over a three year period (includes programs and services delivery). There are currently no new initiatives being delivered through the YDEP, Officers will be focusing on developing existing programs and continue to take a facilitation and coordination role within the Youth Services Sector.

### **RELEVANT PRECEDENTS**

The City of Karratha has previously supported the Youth Development Plan 2012 – 2014, Youth Strategic Plan in 2008 and the Say It Loud Strategic Plan 2005 – 2007. Findings from Consultation conducted in 2014 have indicated that similar issues are still prevalent in Youth Services that appeared in findings dating back to 2005.

### **VOTING REQUIREMENTS**

Simple Majority.

### **OPTIONS:**

#### Option 1

As per Officer's recommendation.

#### Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 and 5.56 of the *Local Government Act 1995* RESOLVES to NOT RECEIVE the Youth Development Engagement Plan 2015–2017.

### **CONCLUSION**

The evaluation of the Youth Development Plan 2012–2014 commenced the development of the Youth Development and Engagement Plan 2015–2017. This facilitated a consultation process with 361 young people and 22 youth organisations to inform the Youth Development and Engagement Plan 2015–2017 and the establishing the four focus areas which are Stakeholder Coordination and Engagement, Engagement and Leadership, Recognition and Skills Development and Recreation, Participation and Events.

Officers will review and evaluate the YDEP at the end of each year and provide recommendations if required to ensure the document stays relevant to the Youth Services sector.

It is recommended that Council endorse the Youth Development and Engagement Action Plan 2015–2017 and direct the City of Karratha Youth Services Team to continue to fulfil its commitments outlined in the four focus areas.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 153037  
**MOVED** : Cr Hipworth  
**SECONDED** : Cr Vandenberg

**That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ENDORSE the Youth Development and Engagement Action Plan 2015–2017.**

**CARRIED**

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

**10.5 NON-STATUTORY DONATIONS – ST JOHN AMBULANCE**

<b>File No:</b>	<b>GS.41</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Acting Community Development Coordinator</b>
<b>Date of Report:</b>	<b>8 January 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

**PURPOSE**

To seek Council endorsement and direction in relation to funding the fuel costs for St John Ambulance Sub Centres in Karratha and Wickham until 30 June 2015.

**BACKGROUND**

Council provides support and assistance to community and sporting organisations via various Community Grant Schemes including the Annual Community Grant Scheme.

Since 2007/08 Financial Year, Council has resolved to support St John Ambulance – Roebourne through the Annual Community Grant Scheme. These funds were allocated to assist with fuel costs for two ambulances to service the Eastern Corridor including Mingullatharndo community.

Through the Annual Community Grant Scheme the City of Karratha has been responsible for paying the associated fuel accounts at the allocated service stations capped at the approved funding amount. It has recently been brought to the Community Development Teams attention that St John Ambulance Sub Centres in Karratha and Wickham were issued with City of Karratha fuel cards. As a result the fuel costs for the Karratha and Wickham ambulances have been charged to the City of Karratha.

The below table provides an overview of the approved funding through the Annual Community Grant Scheme per financial year and the total expenditure:

Financial Year	Amount Approved	Total Expenditure
1 July 2011 – 30 June 2012	\$9,000	\$16,589.45
1 July 2012 – 30 June 2013	\$9,000	\$15,854.24
1 July 2013 – 30 June 2014	\$15,000	\$11,208.23
1 July 2014 – 30 June 2015	\$15,000	\$5,994

As a result of the fuel cards being issued to St John Ambulance Sub Centres in Karratha and Wickham there was an inflation in the fuel costs being charged to the City of Karratha. It is noted that with the exception of two years the St John Ambulance total expenditure has exceeded the approved funding amount. Although these amounts exceeded the approved amount, the Non-Statutory account had sufficient funding to cover all excess amounts.

Whilst Officers support the assistance to St John Ambulance Sub Centres, technically Council has resolved to support Roebourne only and budgeted accordingly. Officers

recommend Council determine support for all Sub Centres and approve a budget amendment to accommodate the expenses accordingly.

The City of Karratha has been providing financial assistance to cover the costs associated with fuelling the ambulance for all St John Ambulance Sub Centres including Karratha, Wickham and Roebourne through the Annual Community Grant Scheme Non-Statutory Donations account.

#### **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 social and wellbeing issues.

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

Officers have consulted internally with Director Community Services, Manager Community and Engagement, Manager Regulatory Services, Depot Coordinator and the Fleet Support Officer regarding possible funding options for the ongoing fuels costs for St John Ambulance within the City of Karratha.

#### **COMMUNITY CONSULTATION**

No community consultation is required.

#### **STATUTORY IMPLICATIONS**

Section 3.18 *Local Government Act 1995*.

#### **POLICY IMPLICATIONS**

Policy CS6 – Community Grants, Contributions and Sponsorships is relevant to this matter. This scheme makes provision to offer not for profit community, sporting, cultural, service groups, associations and individuals based within the City of Karratha, financial assistance to foster high quality programs, community events, facilities and services that provide a return benefit to the City of Karratha community.

#### **FINANCIAL IMPLICATIONS**

The Officer's recommendation is to endorse the inclusion of St John Ambulance Sub Centres for Karratha and Wickham within in the approved 2014/15 financial year funding allocation of \$15,000 (ex GST). These funds are allocated to the Annual Community Grant Scheme as per Council Resolution #152848.

Council may choose to amend the amount allocated to St John Ambulance, noting that the Annual Community Grant Scheme budget allocation will need to be amended accordingly.

#### **STRATEGIC IMPLICATIONS**

This item is relevant with the City's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012 - 2016. In particular the Operational Plan 2014-2015 provides for this activity:

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	Provide community funding and grants to encourage development and provision of programs and activities that benefit the wider community.

#### **RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be moderate to the City in terms of financial and level of service issues.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Council has previously provided adhoc funding to community groups and organisations when requests have been received.

**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 REMOVE the fuel cards provided to St John Ambulance Sub Centres in Karratha and Wickham, with financial support provided to the Roebourne Sub Centre only to the value of \$15,000 as per the approved funding amount through the Annual Community Grant Scheme (Council Resolution # 152848) for the 2014/15 Financial Year.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES NOT ACCEPT the Officers recommendation with the following determination:

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

**CONCLUSION**

Since 2007/08 Financial Year, Council has resolved to support St John Ambulance – Roebourne through the Annual Community Grant Scheme to assist with the costs associated with fuelling two ambulances.

It was recently been brought to the Community Development Team’s attention that St John Ambulance Sub Centres in Karratha and Wickham are currently using City of Karratha fuel cards. As a result the City of Karratha has been providing financial assistance to cover the costs associated with fuelling the ambulances for all St John Ambulance Sub Centres including Karratha, Wickham and Roebourne through the Annual Community Grant Scheme Non-Statutory Donations account.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 153038  
MOVED : Cr Hipworth  
SECONDED : Cr Vandenberg

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

1. **ENDORSE** the inclusion of St John Ambulance Sub Centres in Karratha and Wickham within the approved 2014/15 financial year funding allocation of \$15,000 (ex GST). These funds are allocated to the Annual Community Grant Scheme as per Council Resolution #152848.
2. **REVIEW** the current practice of fuel subsidies for St John Ambulance Sub Centres prior to consideration of the 2015/16 budget.

**CARRIED**

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

**10.6 ROEBOURNE COMMUNITY AQUATIC CENTRE**

**File No:** CP.235

**Responsible Executive Officer:** Director Community Services

**Reporting Author:** Leisure Planner

**Date of Report:** 17 December 2014

**Applicant/Proponent:** Nil

**Disclosure of Interest:** Nil

**Attachment(s)**

1. Roebourne Community Aquatic Centre Schematic Design Site Plan
2. Roebourne Community Aquatic Centre Quantity Survey Project Cost Estimate

**PURPOSE**

For Council to receive the schematic design report for the Roebourne Community Aquatic Centre (RCAC) and determine the future direction of the project.

**BACKGROUND**

In early 2012, the Department of Health (DoH) undertook an assessment of RCAC and identified a number of compliance issues requiring rectification. DoH Officers noted that whilst the facilities continue to return acceptable biological water sample results, overall the facilities were nearing the end of their practical life and that an upgrade was necessary.

Following notification from DoH, Officers engaged Landscape Architects UDLA to develop a master plan document for the Roebourne Recreation Precinct and in November 2013, Council endorsed the following, as per resolution 152680:

1. INSTRUCT the Chief Executive Officer to progress partnership and funding negotiations with relevant stakeholders.
2. Provided funding is successfully negotiated ENDORSE Option 1 of the UDLA Community Engagement Report for the Roebourne Recreational Precinct which includes the following facilities developed over a 10yr period:

Phase 1 (1-3 years)	Skate Space, Community Kitchen, Yarning Circles, Landscaping and Plantings, Redevelopment of the Roebourne Aquatic Centre.
Phase 2 (4-6 years)	Extension of Skate Space, Community Kitchen, Yarning Circles, Landscaping and Plantings and investigation to redevelop the Roebourne Community Hall.
Phase 3 (7-10 years)	Extension of Skate Space, Community Kitchen, Yarning Circles, Landscaping and Plantings and redevelopment of the Roebourne Community Hall.

3. INSTRUCT the Chief Executive Officer to progress Option 1 of the UDLA Community Engagement Report for the Roebourne Recreational Precinct by utilizing existing funding within the 2013/14 year for the Roebourne Skate Park (\$600,000.00) and the Roebourne Community Kitchen (\$165,000.00).

Through the 2014/2015 annual budget process, \$100,000 was allocated to the design of the redevelopment of the RCAC. Officers re-engaged aquatic engineers Geoff Nannes Fong & Partners after the contract was held in mutual suspension in 2011, to provide schematic design and documentation for a 'like-for-like' aquatic facility, with improved functionality and security.

The design of the facility is based around 'flipping' the pool from the western side of the site to the eastern side and refurbishing the existing administration building. This will provide improved passive surveillance, greater exposure for the facility and reduced construction costs. The schematic design is attached for Council's perusal. Additionally this will potentially allow the existing pool to remain open during construction. The scope includes:

- Refurbished Changerooms
- Refurbished first aid room
- New plant room and storage
- Beach entry
- 4-lane lap pool
- Water play elements
- Increased universal accessibility
- Specialised drainage sub-surfaces to safeguard from sinkage
- Turfed areas with BBQ and shade amenities
- Retractable shade sails
- Refurbished administration building

Officers have progressed the project to the end of Schematic design and suggest Council have the following options available in regards to the progression of this project;

- Note a budget amendment and progress the project to tender documentation with Council funds;
- Await funding commitments from external agencies before progressing to tender documentation; or
- Place the project on hold.

The impacts of the above options are detailed within the Risk Management section of this report. Officers recommend the project proceed only when 50% of the required funds to proceed to tender documentation is secured from external agencies.

### **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, cultural & wellbeing issues for the residents of Roebourne, as well as high financial implications for Council.

### **COUNCILLOR/OFFICER CONSULTATION**

The project reference group comprises of five Officers from the Leisure Services and Recreation Facilities departments who have provided feedback throughout the design development. The City's Strategic Projects department have also reviewed the designs and provided recommendations for the project moving forward. Councillors have previously been briefed on the project through several previous reports to Council. Through these reports, Council have been advised of the usage and cost per attendance of the facility, this specific report is attached for Council's perusal.

**COMMUNITY CONSULTATION**

The community has been previously consulted through the wider Roebourne Recreation Precinct Master Plan and Officers have interpreted this information throughout the schematic design phase. It is anticipated that further consultation will commence throughout January and February prior to the detailed design phase of the project, should Council wish to progress.

**STATUTORY IMPLICATIONS**

Sections 3.18 and 6.8 of the *Local Government Act 1995*.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

There are financial implications associated with this report however the amount is dependent on Council’s direction.

Geoff Nannes Fong & Partners have provided a quotation under the existing contract to develop the designs to tender documentation of \$128,845 (ex GST). Officers consider this to be a fair price. The total funds expended to date have been utilised for the development of the designs up to schematic stage. The account implications are detailed below:

Financial Year	Council allocated budget (ex GST)	Expenditure to date (ex GST)	Budget remaining (ex GST)	Further budget required (ex GST)
2014/2015	\$100,000.00	\$63,260.00	\$36,740.00	\$92,105.00

Officers are currently developing a business case for Prime Minister and Cabinet under the Federal Government Indigenous Advancement Strategy fund, as well as meeting with local Aboriginal Corporations to attempt to secure funding for the design and construction of the Roebourne Recreation Precinct. Early indications for funding from Aboriginal Corporations were positive, however Officers have been unable to confirm contributions.

Officers recommend Council progress to tender documentation providing a minimum contribution of \$64,000 (or approximately 50%) is provided by external agencies towards the next phase of the project. Hence, Council would be required to fund a shortfall of \$30,000 towards the tender documentation of the RCAC within the 2014/15 financial year. Officers suggest this would be funded via the Infrastructure Reserve (Account 025560).

Officers have engaged an independent Quantity Surveyor who determined the total project cost estimate at Schematic Design to be \$9,498,650.00.

**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 2014-2015 provided for this activity:

- Our Program: 1.a.2.6 Operate Community Facilities
- Our Services: 1.a.2.6.2 Provide and manage community recreational facilities including ovals, hard courts, pavilions, Karratha Leisureplex, Roebourne Aquatic Centre
- Our Services: 1.a.2.6.6 Plan new facilities and upgrade new facilities.

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be high to the City in terms of financial, service interruption and reputation. There are a number of options that Council may consider for the progression of the project:

<b>Action</b>	<b>Current and Future Implications</b>
Progress the project to tender documentation stage with Council funding the outstanding amount of \$92,105.00 within the 2014/2015 FY.	<ul style="list-style-type: none"> <li>• Documentation will be ready for construction immediately should the RCAC be closed down;</li> <li>• Budget amendment required;</li> <li>• Increased cost to Council;</li> <li>• Still no capital funds guaranteed.</li> </ul>
Await funding commitments from external agencies before progressing the tender documentation.	<ul style="list-style-type: none"> <li>• Designs may not be ready for construction should the RCAC be closed down;</li> <li>• Council may not have to commit additional funding to the project at this stage;</li> <li>• Project construction may be delayed;</li> <li>• Potential partnerships and programming opportunities may be sourced.</li> </ul>
Place the contract on hold and leave at Schematic Design.	<ul style="list-style-type: none"> <li>• Designs will not be ready for construction should the RCAC be closed down;</li> <li>• Council will not have to commit additional funding to the project at this stage;</li> <li>• Project will be delayed;</li> <li>• Major service interruption should the facility be closed down.</li> </ul>

**IMPACT ON CAPACITY**

The impact on Officers from the Leisure Services department has been factored into future works plans.

**RELEVANT PRECEDENTS**

Council has previously endorsed forward planning and facility development plans for the Roebourne Recreation Precinct, which includes the redevelopment of Roebourne Community Aquatic Centre.

**VOTING REQUIREMENTS**

Absolute and Simple Majority.

**OPTIONS:**

Option 1

As per Officer’s recommendation.

Option 2

1. That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to RECEIVE the schematic design plans of the Roebourne Community Aquatic Centre.
2. That Council by ABSOLUTE Majority pursuant to Section 6.8 of the *Local Government Act 1995* RESOLVES to:
  - a) INSTRUCT the Chief Executive Officer to progress the Roebourne Aquatic Centre plans to tender documentation stage;

- b) INSTRUCT the Chief Executive Officer to develop documentation to tender stage, with a portion of Council funds allocation as per the below table:

Acc No	Job No	Account/Job Description	Current Budget (2014/2015)	(Inc)/Dec	Proposed Amended Budget	Reason
328030	632805	Roebourne Aquatic Precinct	\$100,000	\$92,105	\$192,105	Develop Roebourne Aquatic schematic documentation through to Tender Documentation
328850		Transfer from Infrastructure Reserve - RAC	\$0	(\$92,105)	(\$92,105)	Account to be used for surplus funds required.
		Total	\$100,000	\$0	\$100,000	

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to INSTRUCT the Chief Executive Officer to hold the project at the schematic design stage until all external funding is known.

**CONCLUSION**

The Roebourne Community Aquatic Centre is currently in a deteriorated state with a high risk of closure in the coming years. Officers have developed the designs of a refurbished 'like-for-like' aquatic facility to schematic stage. Although Officers are currently pursuing funding from external agencies, the project does not have the funds to continue through to tender documentation stage. Officers are now seeking direction about how Council wishes to move forward.

**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 153039  
 MOVED : Cr Bailey  
 SECONDED : Cr Miller

1. That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ENDORSE the schematic design plans of the Roebourne Community Aquatic Centre.
2. That Council by ABSOLUTE Majority pursuant to Section 6.8 of the *Local Government Act 1995* RESOLVES to:
  - a) Develop detailed design documentation with a minimum amount of \$64,000 external agency funding being received; and
  - b) INSTRUCT the Chief Executive Officer to develop detailed design documentation to tender stage, with a portion of Council funds allocation as per the below table:

Acc No	Job No	Account/Job Description	Current Budget (2014/2015)	(Inc)/Dec	Proposed Amended Budget	Reason
328030	632805	Roebourne Aquatic Precinct	\$100,000	\$94,000.00	\$194,000.00	Develop Roebourne Aquatic schematic documentation through to Tender Documentation
328850		Transfer from Infrastructure Reserve - RAC	\$0	(\$30,000)	(\$30,000)	Account to be used for surplus funds required.
328780		Roebourne Aquatic Centre – Grant Income	\$0	(\$64,000.00)	(\$64,000.00)	Income from external agencies
		<b>Total</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$100,000</b>	

**CARRIED**

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

## **11 DEVELOPMENT SERVICES**

### **11.1 PROPOSED DRAFT LOCAL PLANNING POLICY - USE OF KARRATHA CITY CENTRE RESERVED LAND**

<b>File No:</b>	<b>LPP23</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>1 December 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. Draft Policy DP23 - Use of Karratha City Centre Reserved Land</b></li><li><b>2. Interim landscaping plan for Karratha City Shopping Centre Sharpe Avenue frontage</b></li><li><b>3. Leasing and licencing proposed for drainage reserve and road verge around Lot 2642 Balmoral Road</b></li></ol>

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#### **PURPOSE**

To present the draft Local Planning Policy DP23 – Use of Karratha City Centre Reserved Land (Attachment 1) for Council's consideration of the recommendation to adopt the draft policy for public advertising.

#### **BACKGROUND**

The development of this draft policy is a part of the wider Local Planning Policy review currently being undertaken. It has come about as a result of development proposals put forward in the City Centre that propose to use City Centre reserves, and rationalisation and review of use of City Centre reserves via the Karratha City Centre Infrastructure Works Program. The proposed new policy will serve as a guide to landowners, proponents, City staff and the general public when considering proposals for use and/or development within City Centre reserves.

The City has recently received a number of development proposals that impact City Centre reserves, including road reserves. These include:

1. Doubletree Hilton Balmoral Road - Approved arrangements for realignment of a drainage reserve and excision of portion as separate reserve to lease for hotel car parking and licencing of alfresco in Balmoral Road reserve.
2. Karratha Village - Approved arrangements for leasing ex-Sharpe Avenue as separate reserve for parking and landscaping.
3. Karratha Vet - City previously advised the owner of Lot 1975 Sharpe Avenue that their landscaping and car parking development and maintenance concept for portion of ex-Sharpe Avenue out the front of their property is not supported.
4. Karratha City Shopping Centre (ex Centro) Sharpe Avenue frontage - intent that this strip be amalgamated into adjoining lots and developed as part of the shopping centre,

although interim landscaping and vehicle access control arrangement required **(Attachment 2)**.

5. Karratha Terrace west of Balmoral Road – As part of plans for an interim car park within the Karratha Terrace road reserve, a licence will be entered with the owners of Lot 2642 Balmoral Road (Poolmart and Life & Soul Gym) for car parking bays in the Balmoral Road reserve and a separate reserve is proposed to be excised from the drainage reserve at the rear of the property for public car parking **(Attachment 3)**.

It is likely that further proposals will be put forward due to the nature of the redevelopment activities occurring and planned for the City Centre. Clear and concise guidelines are required to ensure decisions are made consistently and fairly when considering development and use proposals in the City Centre. It is also necessary to ensure cost effectiveness and efficiency in assessing proposals, while respecting the intrinsic community value placed on the public realm in the City Centre.

Adoption of the policy will encourage a shared approach to enhancing the appearance of the City Centre, give a better understanding of the process and considerations in using and developing reserved land in City Centre and increase the efficiency and effectiveness of assessing development applications.

#### **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 Council's ability to perform its role.

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

Consultation has taken place with Department of Lands - Pilbara Region Manager. Councillors were briefed on the issues to be considered and discussed the main elements of the draft policy at the 14 December 2014 Councillor Briefing Session. The policy and any submissions will need to be further considered by Council following public advertising.

#### **COMMUNITY CONSULTATION**

The Department of Lands has reviewed the draft policy and the policy has been amended to address comments received. The policy will be advertised for public comment in accordance with TPS8 once considered and adopted by Council.

#### **STATUTORY IMPLICATIONS**

The policy outlines responsibility for issuing licences and leases within City Centre reserves and the circumstances and legislation under which a lease or licence can be issued. Some of the more pertinent legislative matters within the policy are as follows:

- Section 46 of the *Land Administration Act 1997* provides that a Local Government may grant a lease, sublease or licence over all or part of reserved land held under a Management Order for the purpose of the reserve or purposes ancillary and beneficial to that purpose.
- Sections 47 and 48 of that *LAA 1997* allow only the Minister for Lands to lease or licence unmanaged reserves, while Section 57 allows only the Minister for Lands to lease road reserves.
- The Local Government may grant licences in respect to road reserves in accordance with Local Laws and Section 3.58 of the *Local Government Act 1995*.

Section 5.1 of TPS8 covers the process for adopting a Local Planning Policy. Clause 5.1.4 requires a draft policy to be presented to Council for adoption and also states that should Council adopt the draft policy, the policy is to be publicly advertised for a period of 28 days. Following advertising, any submissions plus any recommended modifications to the policy will be presented to Council prior to final adoption.

**POLICY IMPLICATIONS**

This is a new draft policy that will impact future consideration of development applications that affect reserved land in the Karratha City Centre. The policy also allows the policy to be used to guide similar decisions in other town centres.

Along with outlining responsibility for issuing licences and leases within City Centre reserves and the circumstances and legislation under which a lease or licence can be issued, the policy also outlines the City expectations in relation to City Centre reserve use and/or develop proposals with respect to:

- Information to be submitted for such proposals
- Public liability arrangements to protect the City from any risk associated with proposals in the public domain, including indemnity against any claims for damage, injury or death arising from the development.
- Maintenance responsibilities of the proponent for any works or structures proposed in the public domain, including any relocation costs and mitigation arrangements resulting from any relocation of services.

**FINANCIAL IMPLICATIONS**

The policy provides guidance for the consistent determination of applications for the use and/or development of Karratha City Centre reserve land. Such use and/or development of reserve land could have positive financial implications associated with commercial leasing and conditions that might be applied with regards to ongoing maintenance by the lessee.

**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 2014-2015 provides for this activity:

Our Program: 1.b.2.4	Review and update Local Planning Policies
Our Services: 1.b.2.4.1	Prepare, review and implement Local Planning Policies

**RISK MANAGEMENT CONSIDERATIONS**

The policy, plus formal arrangements for authorising use and/or development of City Centre reserves, will minimise the risk to Council in the consideration of matters relating to City Centre reserves. The level of risk is therefore considered to be Low.

**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 as Council has not previously created a policy to address the use of reserved land.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS**Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 5.1.4 of the Town Planning Scheme No.8 RESOLVES to:

1. NOT SUPPORT the draft policy at this time.
2. REQUIRE Planning Services to review the draft version of the policy and modify the content prior to seeking Council's adoption of a modified version of the draft policy.

**CONCLUSION**

Clear and concise guidance that can be easily interpreted and consistently applied is required when determining applications that impact the use of Karratha City Centre reserved land. The proposed new policy will serve as a guide to landowners, proponents, City staff and the general public when considering proposals for use and/or development within City Centre reserves. Should Council adopt the draft Local Planning Policy, the policy is required to be advertised in accordance with Clause 5.1.4 of TPS8. The draft Local Planning Policy - Use of Karratha City Centre Reserved Land is recommended for adoption by Council.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : **153040**  
**MOVED** : **Cr Vandenberg**  
**SECONDED** : **Cr Hipworth**

1. That Council by SIMPLE Majority pursuant to Clause 5.1.4 of *Town Planning Scheme No.8* RESOLVES to:
  - a) **ADOPT** Draft Local Planning Policy DP23 - Use of Karratha City Centre Reserved Land as presented in Attachment 1 of this item.
  - b) **ADVERTISE** Draft Local Planning Policy DP23 - Use of Karratha City Centre Reserved Land in accordance with Clause 5.1.4 a) of Town Planning Scheme No.8.
2. That Council by **ABSOLUTE** Majority pursuant to Section 5.42 of the Local Government Act 1995 RESOLVES to **DELEGATE** authority to the CEO to make any minor changes that may be applicable to Draft DP23 prior to public advertising.

**CARRIED**

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

## **11.2 ADOPTION OF BUSH FIRE BRIGADES POLICY DR-06 & OPERATIONAL AND MANAGEMENT GUIDE**

<b>File No:</b>	<b>ES.17</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>18 December 2014</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>1. Draft Bush Fire Brigades Policy DR-06 2. Bush Fire Brigade Operational and Management Guide</b>

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### **PURPOSE**

For Council to adopt a Bush Fire Brigade Policy and note the Operational and Management guidelines to provide guidance for the effective management and administration of Bush Fire Brigades within the City of Karratha.

### **BACKGROUND**

The current City Local Laws are under review including the City of Karratha Bush Fire Brigades Local Law. In undertaking the review officers have retained local laws related to operational readiness and strategic management of the brigade. Provisions related to the administration and day to day management of the brigade have been removed and placed into a Council Policy with an associated Operational and Management Guide to enable updates and amendments to be undertaken without the need to go through the gazettal advertising and adoption process.

Key provisions of the Operational and Management Guide relate to the roles of the officer group, holding of and structure of meetings, annual funding and reporting and brigade discipline. It also provides guidance on the formulation of a Bush Fire advisory group if determined necessary by the Chief Bush Fire Control Officer, and conduct of meetings of the group.

Several other Local Authorities including the Shire of Ashburton have retained operational provisions for bush fire brigades within their local laws, and moved the administration and day to day running of the brigades to Council Policy. In doing so, this provides greater flexibility and enables more rapid changes to be made to reflect current practices within the brigade. Such changes can be made at the request of the Brigade, Councillors or City Staff. By developing and implementing the policy, the City is aligning management of the brigade with other Local Government Authorities, enabling further mutual aid and co-operation between the municipalities.

As the current Local Law is still in effect, adoption of the policy can occur at councils discretion, however should not come into effect until such time as the new Local Law is gazetted.

**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**

Consultation has taken place between the Manager Regulatory Services, Emergency Management Co-ordinator (Chief Bush Fire Control Officer) and Research Officer.

**COMMUNITY CONSULTATION**

The Policy has been provided to the Point Samson Bush Fire Brigade for review. No concerns or amendments have been raised by the Point Samson Bush Fire Brigade.

**STATUTORY IMPLICATIONS**

The City Bush Fire Local Law is under review with gazettal of the modifications due shortly. This Policy supplements to the Local Law providing guidance on administration matters.

**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 2014-2015 provided for this activity:

Our Program:	4.c.2.3	Develop and/or review Council policies, procedures and processes
Our Services:	4.c.2.3.3	Enhance community awareness to be prepared for emergencies

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be Low to the City in terms of Reputation.

**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 DR-06 Bush Fire Brigades 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**

Policy and operational guideline are required to provide guidance to the Bush Fire Brigades and City Staff as to the management and administration of Bush Fire Brigades within the City of Karratha. This Policy, and associated Operational and Management Guide is designed to be read in conjunction with the revised Bush Fire Local Law which is expected to be gazetted in the coming months. As such it should not come into effect until such time as the revised Bush Fire Local Law comes into effect.

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**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : **153041**  
**MOVED** : **Cr Miller**  
**SECONDED** : **Cr Vandenberg**

**That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ADOPT Policy DR-06 Bush Fire Brigades and NOTE the associated Operational and Management Guide which will come into effect upon the gazettal of the City of Karratha Bush Fire Local Law.**

**CARRIED**

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



**11.3 DAMPIER TOWNSITE AND FORESHORE ENHANCEMENT PLAN**

<b>File No:</b>	<b>LP.242</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Senior Strategic Planner</b>
<b>Date of Report:</b>	<b>5 January 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>1. Dampier Townsite Masterplan 2. The Palms And Hampton Oval Detail Area 3. Shark Cage Node 4. Windy Ridge Beach Node 5. Entrance Bay Detail Area 6. Staging Plan</b>

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**PURPOSE**

For Council to receive and consider the Dampier Townsite and Foreshore Enhancement Plan, which will allow for detailed design and documentation to commence in the 2014/15 financial year.

**BACKGROUND**

Dampier is a popular port township which attracts visitors from across the City and further afield.

The 2013 Draft Dampier Townsite Redevelopment and Revitalisation Strategy, which was jointly prepared by LandCorp, Rio Tinto and the City of Karratha (the then Shire of Roebourne), highlights the importance of enhancing Dampier's 'sense of place' and creating a 'place of destination' to stimulating activity and the town's appeal.

With regard to public realm outcomes, the Revitalisation Strategy recommends:

- Improvements to streetscapes;
- General landscape beautification;
- Access amenity along footpaths and roads including the provision of shade;
- Public art; and
- A range of place making initiatives.

In addition, the Revitalisation Strategy identifies public places that attract and contribute to Dampier's growth as a visitor destination. Public places identified include:

- The Palms area, including Hampton Park and Pavilion;
- Windy Ridge Oval;
- Windy Ridge Boat Ramp area;
- King Bay Gantry; and
- Red Dog statue.

The Dampier Community Association's '2013 Dampier Community Plan' support the above recommendations.

While there are some strategic infrastructure planning issues preventing finalisation of the Revitalisation Strategy, it is possible to proceed with priority recommendations that are not affected by those issues.

The priority directed towards revitalising Dampier via Rio Tinto's funding partnership with the City requires a program of works to be developed and implemented. Dampier's key public areas, particularly along the foreshore, are central recreational areas for the local community and visitors, and would benefit from improvement.

The Dampier Townsite and Foreshore Enhancement Plan clearly defines the public realm enhancement works for key points within the Dampier Townsite and Foreshore that will enhance the appeal and attraction of Dampier. The Enhancement Plan incorporates coastal engineering advice which has been reviewed and refined following site inspections, a community workshop and detailed consideration by a number of senior City officers.

The Enhancement Plan considers planning elements as follows:

- Opportunities and Constraints
- Amenity Strategy
- Detail Area Designs for the following nodes:
  - Shark Cage
  - The Palms and Hampton Oval
  - Windy Ridge
  - Entrance Bay
- Staging Plan
- Preliminary Opinion of Probable Costs

Similarities between Community and City feedback support the following elements:

- Hampton Oval to Windy Ridge Oval extent of the foreshore;
- Splitting the car park area at Hampton Oval to create safer environment;
- Consolidating turf around Hampton Oval to enable expansion of turf at The Palms;
- Streetscape enhancements throughout townsite;
- Review of amenity and furniture suite for Dampier;
- Increased shade throughout the townsite;
- Public art strategy incorporated within the Masterplan; and
- Foreshore enhancement works as a high priority in funding allocation.

The key recommendations of the Plan include implementation of:

- The Shark Cage Node;
- The Palms and Hampton Oval Detail Area;
- The Promenade widening between The Palms and Windy Ridge Oval;
- The Windy Ridge Node;
- The Pedestrian Bridge Connection between the Village Centre and the Foreshore;
- Improvements and enhanced amenity between The Palms and HHBSC; and multiple mini-nodes along The Promenade.

\* *Implementation* refers to the full process of concept design, detailed design, documentation, tendering of works and construction. The construction phase will depend on the availability of funding and could occur over a number of funding cycles.

The preliminary opinion on probable costs (ex GST) is as follows:

Project Area	Description	Cost Estimates
1	Shark Cage Foreshore Node and High Street Pedestrian Enhancements	\$1,089,525.00
2	The Palms & Hampton Oval Detail Area	\$2,095,157.00
3	The Promenade widening from The Palms to Windy Ridge Oval	\$790,660.00
4	Windy Ridge Node Detail Area and Bridge to the Boat Ramps	\$1,001,345.00

Cost estimates include for the supply and installation of permanent poles and footings for the outdoor movie screen at The Palms (\$50-55,000), a BMX path link between Windy Ridge Oval, and a Skate Park (\$223,660).

It is intended that detailed design and documentation of as yet to be confirmed first stage works will be undertaken this financial year with implementation thereafter dependent on available funding. Future stage works will be considered as part of Council's Long Term Financial Plan, and as opportunities arise for others to partner in the enhancement of Dampier.

#### **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, economic, environmental, and cultural wellbeing issues.

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

A number of senior City officers have had input into the Draft Dampier Townsite and Foreshore Enhancement Plan.

#### **COMMUNITY CONSULTATION**

There was substantial community engagement as part of preparing the Draft Dampier Townsite Redevelopment and Revitalisation Strategy including a community workshop held on 11 November 2014 at The Peninsula Palms in Dampier. A key message from community members at that workshop was that they want to see action being taken, not more consultation and plans.

It is recommended that a press release and letter to the Dampier Community Association be prepared to inform the community of the Council decision to receive the Dampier Townsite and Foreshore Enhancement Plan and the program for progressive implementation.

The works program will also need to be considered through the Rio Tinto partnership governing arrangements.

#### **STATUTORY IMPLICATIONS**

There are no statutory implications.

#### **POLICY IMPLICATIONS**

The Draft Dampier Townsite Redevelopment and Revitalisation Strategy is currently being converted into a Dampier Townsite Structure Plan, similar to structure plans that have been prepared for other townships within the City of Karratha. This structure plan will provide the broader planning guidance for Dampier into the future.

### **FINANCIAL IMPLICATIONS**

The City will consider and prioritise the various works packages and funding as part of the annual budget process. There is funding set aside as part of Rio Tinto's funding partnership with the City for implementation of the Dampier Townsite and Foreshore Enhancement Plan.

### **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 2014-2015 provided for this activity:

- |               |           |   |
|---------------|-----------|---|
| Our Programs: | 1.a.2.4   | Maintain City infrastructure necessary to meet the community needs  |
|               | 1.a.2.7   | Deliver projects of strategic importance to the City  |
|               | 1.a.3.1   | Provide open spaces which cater for the communities needs   |
|               | 1.b.4.1   | Manage and improve the landscaping and streetscape  |
|               | 1.d.2.2   | Develop and implement strategic partnerships that assist in the provision of community infrastructure and service delivery. |
|               | 1.f.2.3   | Make the most of our Natural and Public Environment.  |
|               | 4.b.2.1   | Provide and maintain high quality playgrounds, skate parks and public open spaces.  |
|               | 4.c.2.7   | Pursue best practice delivery of Planning Services.   |
| Our Services: | 1.a.2.4.5 | Plan and implement Capital Works Program related to roads, footpaths and drainage   |
|               | 1.a.2.7.2 | Provide project management resources  |
|               | 1.a.2.7.3 | Assist with the preparation of project specifications and contracts   |
|               | 1.a.3.1.2 | Improve open space as per community needs   |
|               | 1.d.2.2.1 | Implement, evaluate and report on Rio Tinto Partnership agreements.   |

### **RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be low to the City in terms of environment and moderate in terms of reputation.

### **IMPACT ON CAPACITY**

The City will need to oversee and administer implementation of priority works. This will be undertaken within existing staff resources.

### **RELEVANT PRECEDENTS**

Council has adopted foreshore management plans for Karratha, Point Samson and 40 Mile Beach. Priority works under those plans are similarly being implemented where funding is available.

### **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 RECIEVE the Dampier Townsite and Foreshore Enhancement Plan because it is not considered to be in the community’s best interest.

**CONCLUSION**

The Dampier Townsite and Foreshore Enhancement Plan defines public realm enhancement works for key points within the Dampier Townsite and along the Foreshore that will enhance the appeal and attraction of Dampier. It is important that the City, in partnership with others, commences implementation process via concept and detailed design and documentation, and continues to use the Plan as the key reference for works to be implemented over time.

It is recommended that the Dampier Townsite and Foreshore Enhancement Plan be:

- Received as the basis for providing guidance for a long term works program;
- Considered through the Rio Tinto partnership governing arrangements; and that detailed design and documentation commence for priority works within the existing budget allocation.

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**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 153042  
 MOVED : Cr Vandenberg  
 SECONDED : Cr Smeathers

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to RECIEVE and NOTE the Dampier Townsite and Foreshore Enhancement Plan as the basis for undertaking detailed design and documentation of priority works and as guidance for a long term works program for enhancing important public spaces in Dampier.

**CARRIED**

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



**11.4 KARRATHA CITY CENTRE INFRASTRUCTURE WORKS PROGRAM - LICENCE FOR ACCESS TO PORTIONS LOT 2642 BALMORAL ROAD, KARRATHA**

<b>File No:</b>	<b>LP.197</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>12 January 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>1. Plan showing proposed interim car park design 2. Plan showing portions of Lot 2642 subject of proposed licence between the owners of Lot 2642 and the City of Karratha</b>

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**PURPOSE**

For Council to consider entering a licence with the owners of Lot 2642 Balmoral Road, Karratha to allow for Karratha City Centre Infrastructure works to commence prior to LandCorp acquisition.

**BACKGROUND**

LandCorp is implementing the Karratha City Centre Infrastructure Works Program on behalf of the City of Karratha. As part of finalising Program works at the western end of the new Karratha Terrace (west of Balmoral Road intersection), an interim car park between Lot 2642 (Poolmart, Life & Soul Health & Fitness Club and Mission Australia) and Lot 2644 (Adventure Sports, Choices Flooring, Water to Water, Maia Chiropractor, Al Kebabs, Sushi Bar and Jazz Noodle Bar) is proposed (Attachment 1). Council resolved to support this proposal at its 19 May 2014 OCM. The longer term plan is to construct Karratha Terrace through to Frinderstein Way and beyond as part of an east-west central spine road.

The interim car park proposal also includes proposals to construct five additional car parking bays out the front of Lot 2642, partially over the Balmoral Road verge, and thirteen additional car parking bays at the rear of Lot 2642, over land currently vested with the City for drainage. A licence will be entered between the City and the owners for the use and management of portion of the Balmoral Road verge for the purpose of car parking.

The parking at the rear of Lot 2642 is proposed to be in a new reserve for the purpose of public car parking. A thin 63m<sup>2</sup> triangular strip at the rear of Lot 2642 (pink area on Attachment 3) needs to be acquired to facilitate creation of this new public parking reserve. LandCorp is progressing acquisition of that strip, as well as the truncation required from Lot 2642 for the Balmoral Road/Karratha Terrace intersection (brown area on Attachment 3), with the owners via a deed of agreement, which is a pre-requisite to any licence being entered. It will take some time, however, for these land transfers to finalise. As an interim measure, it is proposed for the owners to authorise the City to access these portions of land via a licence to allow them to be developed for public purposes without having to wait for the land to be transferred to the Crown. A Council resolution is required to enter such a licence.

**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 Council's ability to perform its role.

**COUNCILLOR/OFFICER CONSULTATION**

LandCorp updates Council on the status, key aspects and issues of the Karratha City Centre Infrastructure Works Program at each Councillor Briefing Session. All of these matters are considered in more detail at Place Team meetings, attended by members of the City Executive.

**COMMUNITY CONSULTATION**

LandCorp has been consulting closely with the owners regarding plans and arrangements for land transfers and commencing works.

**STATUTORY IMPLICATIONS**

The licence for portions of Lot 2642 provides the statutory basis for agreed terms between the owners of Lot 2642 and the City. The City enters this licence as an executive function under section 3.18 *Local Government Act 1995*.

The licence for portion of the Balmoral Road reserve for car parking requires consent of the Minister for Lands, in accordance with section 18 *Land Administration Act 1997*. At its November 2014 Council has delegated authority to enter such licences where consistent with a Council adopted plan, policy or position.

**POLICY IMPLICATIONS**

Draft Local Planning Policy DP23: Use of Karratha City Centre Public Reserves has been prepared for Council consideration as part of this agenda.

**FINANCIAL IMPLICATIONS**

LandCorp is negotiating directly with the owners of Lot 2642 regarding acquisition of portions of land subject of the licence and will undertake works shown on plans for the interim car park, including car parking upgrade works over Lot 2642 and Lot 2644, as part of the Karratha City Centre Infrastructure Works Program.

**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 2014-2015 provided for this activity:

- |               |           |   |
|---------------|-----------|---|
| Our Program:  | 1.d.3.1   | Liaise with key stakeholders including LandCorp and Government Agencies for implementation of Karratha City Centre Master Plan (KCCMP) and Infrastructure Works Program (IWP) |
| Our Services: | 1.d.3.1.1 | Partner with LandCorp and others to implement the Karratha City centre master plan (KCCMP) and Infrastructure Works Program (IWP)   |

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk to the City is considered to be Low because the areas subject of the licence are small, the timeframe over which the licence will apply is expected to be short and LandCorp contractors accessing the land have their own public liability insurance and are required to fence off areas to prevent public access under their City Centre works contract. The licence for the portion of car parking bays in the Balmoral Road verge exempts the City from liability, requires the owners to arrange and maintain public liability and damages insurance in respect of the licence area and indemnifies the City against any liability arising.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Karratha Village Shopping Centre has parking in what was once the Karratha Terrace road verge. In that case, the land has been excised as a separate reserve and leased to the owners. A separate reserve is proposed at the rear of Lot 2642 but it will be a public car park. In the case of Lot 2642, a licence will be used rather than a lease because the car parking will be over road reserve rather than a separate reserve for parking.

**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. NOT ENTER a licence with the owners of Lot 2642 Balmoral Road, Karratha; and
2. REQUIRE the land to be transferred to the Crown prior to required portions being developed for public purposes in accordance with the Karratha City Centre Infrastructure Works Program.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to DEFER consideration of entering a licence with the owners of Lot 2642 Balmoral Road, Karratha pending further information being provided regarding the terms and conditions of such licence.

**CONCLUSION**

It is recommended Council enter a licence with the owners of Lot 2642 Balmoral Road to allow required portions to be developed for public purposes prior to the land being transferred to the Crown.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 153043  
**MOVED** : Cr Hipworth  
**SECONDED** : Cr Vandenberg

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

- 1. ENTER a licence with the owners of Lot 2642 Balmoral Road, Karratha to allow required portions to be developed for public purposes in accordance with the Karratha City Centre Infrastructure Works Program prior to the land being transferred to the Crown; and**
- 2. AUTHORISE the Mayor and Chief Executive Officer to execute two (2) copies of said licence, including the fixing of the Council's Seal**

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**CARRIED**

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

**11.5 REOPENING MACROY STREET ONTO KARRATHA TERRACE**

<b>File No:</b>	<b>LP.197</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>6 January 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Macroy Street Left Out Only Design Option</b>

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**PURPOSE**

For Council to consider a proposal to reopen Macroy Street onto Karratha Terrace as a left out only intersection.

**BACKGROUND**

Council adopted the Karratha City of the North Plan (including the Karratha City Centre Master Plan) at its 17 May 2010 meeting.

Council originally endorsed the Karratha City Centre Road Layout Plan at its 24 October 2011 meeting to establish the Sharpe Avenue main street in accordance with the direction set by Karratha City of the North Plan. Council endorsed an amended Karratha City Centre Road Layout Plan at its 18 November 2013 meeting. Key features of the Road Layout Plan include closure of the southern section of Macroy Street between Mallina Street and Karratha Terrace (ex-Sherlock Crescent).

To assist in implementing the Road Layout Plan, Council resolved:

1. To support submission of a request to the Geographic Names Committee for Karratha City Centre road names including:
  - Changing the name of Macroy Street to Mallina Street; and
  - Road 3 (shown on Attachment 2) to be named Macroy Street (28 October 2013).
2. To advertise proposed closure of portions of Karratha City Centre roads identified on a Road Closures Plan, including the southern portion of Macroy Street, and request the Minister for Lands to close those portions of road (16 December 2013).

While the proposed closure of the southern portion of Macroy Street was advertised on 30 October 2013, the Minister was not requested to close that portion of road. Such requests are only being made at the point when the specific closures and/or new roads are required.

At the 12 June 2014 Place Team meeting, it was noted that the option of reopening the Macroy Street/Karratha Terrace intersection was being reviewed by LandCorp's traffic engineers (amongst other proposed variations from the adopted Karratha City Centre Road Layout Plan) following a request from the owner of the Karratha Vet Hospital. Following receipt of this advice and the City's Infrastructure Services preference for a left out only design option to minimise conflict with the Karratha Terrace median island, LandCorp prepared a left out only design option (Attachment 1) and referred that design to affected businesses for comment. LandCorp has advised that affected businesses support the proposed left out only design option. At the City's request, LandCorp gave those businesses

the opportunity to provide written comment. The only business that responded (Karratha Vet Hospital) supports this option.

LandCorp indicated at the 12 December 2014 Place Team meeting that the reopening of the Macroy Street intersection as left out only is programmed to be constructed in March 2015.

#### **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 and parties affected issues and Council's ability to perform its role.

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

Updates on the Karratha City Centre Infrastructure Works Program are provided via monthly Place Team meetings and Councillor Briefing Sessions.

#### **COMMUNITY CONSULTATION**

Addressed in Background above.

#### **STATUTORY IMPLICATIONS**

If Council resolves now to reopen the southern portion of Macroy Street as recommended, this will not require Council to rescind its 16 December 2013 resolution because while that resolution refers specifically to other road closures (ie. Morse Court, Owen Road, Klenk Street, Hedland Place), it does not refer specifically to closure of Macroy Street.

#### **POLICY IMPLICATIONS**

The Karratha City Centre Road Layout Plan will need to be amended to show this and other minor amendments that are proposed to occur. Such amendments to the Road Layout Plan will need to be presented to Council for adoption.

#### **FINANCIAL IMPLICATIONS**

Works associated with reopening the Macroy Street/Karratha Terrace intersection will be undertaken as part of the Karratha City Centre Infrastructure Works Program.

#### **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 2014-2015 provided for this activity:

- Our Program: 1.d.3.1 Liaise with key stakeholders including LandCorp and Government Agencies for implementation of Karratha City Centre Master Plan (KCCMP) and Infrastructure Works Program (IWP)
- Our Services: 1.d.3.1.1 Partner with LandCorp and others to implement the Karratha City centre master plan (KCCMP) and Infrastructure Works Program (IWP)

#### **RISK MANAGEMENT CONSIDERATIONS**

The intersection design is based on qualified technical advice. Affected businesses are supportive.

#### **IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Council has endorsed the Karratha City Centre Road Layout Plan and has already endorsed amendments to the Plan via its 18 November 2013 resolution.

**VOTING REQUIREMENTS**

Absolute and 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. RETAIN the Macroy Street road alignment as is; and
2. ADVISE affected businesses of the reasons for its decision to not reopen the intersection with Karratha Terrace.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to SEEK technical advice on the suitability of other intersection design option(s).

**CONCLUSION**

The proposed reopening of the Macroy Street/Karratha Terrace intersection as a left out only intersection is supported technically and by affected businesses. It is therefore recommended that the intersection be reopened as a left out only intersection. It is also recommended that LandCorp be requested to include an amendment to the Karratha City Centre Road Layout Plan to reflect the change to Macroy Street when the Plan is next amended.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 153044  
 MOVED : Cr Vandenberg  
 SECONDED : Cr Hipworth

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

1. REOPEN the Macroy Street/Karratha Terrace intersection as a left out only intersection in accordance with the designs prepared and circulated to affected businesses; and
2. INCLUDE an amendment to the Karratha City Centre Road Layout Plan to reflect the change to Macroy Street when the Plan is next amended.

**CARRIED**

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



At 7.12 pm Cr Lally left the Chambers.

## 11.6 CONSIDERATION OF SUBMISSIONS ON AMENDMENT 38 AND REQUEST TO ADOPT FOR FINAL APPROVAL

<b>File No:</b>	<b>AMD 38</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Senior Statutory Planner</b>
<b>Date of Report:</b>	<b>24 December 2014</b>
<b>Applicant/Proponent:</b>	<b>TPG on behalf of LandCorp</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>1. Proposed Scheme Amendment Map 2. Schedule of Submissions</b>

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### PURPOSE

For Council to determine submissions on Amendment No.38 and consider a recommendation to adopt the Amendment for final approval.

### BACKGROUND

Council initiated Amendment No.38 to Town Planning Scheme No.8 on 18 August 2014 (Resolution 152926). This amendment proposes to rezone land on the northern margins of the Karratha City Centre to reflect progress of the City Centre Infrastructure Works Project.

Attachment 1 (Proposed Scheme Amendment Map) shows the proposed changes to zoning under the Scheme Amendment. In summary, these changes include:

1. **Karratha Health Campus:** Rezone part Lot 550 (P60246), part Lot 552 (P60246), part Lot 561 (P74721) and Lots 4540 and 4542 (P189072) from 'Parks, Recreation and Drainage' and 'Other Regional Road' to 'City Centre: Precinct 2 - Commercial'.

In initiating the Amendment, Council noted the Health Department's request for a Public Purpose reserve for the Health Campus rather than the adopted City Centre zoning.

2. **Aged Care Development:** Rezone part Lot 550 (P60246), part Lot 593 (P71801), Unallocated Crown Land (UCL) and part of Balmoral Road reserve from 'Parks, Recreation and Drainage' and 'Other Regional Road' to 'Public Purposes: Community'.
3. **Expanding City Centre Zoning:** Rezone part Lot 550 (P60246), part Lot 557 (P67222), part Lot 560 (P74721) and Lot 4536 (P217474) from 'Parks, Recreation and Drainage', 'Other Regional Road' and 'Public Purpose: Waste Disposal and Treatment' to 'City Centre: Precinct 4 - Accommodation'.
4. **Changing zoning over Crane Circle from City Centre Precinct 2 to City Centre Precinct 4:** Realign boundary of 'City Centre: Precinct 2 - Commercial' and 'City Centre: Precinct 4 – Accommodation' to generally follow the current and future cadastre of this portion of the City Centre as shown on the Proposed Scheme Amendment Map.

5. **Realignment of Bayview Road and providing for pump stations:** Rezone part Lot 550 (P60246), part Lot 554 (P60246), part Lot 561 (P74721) and UCL from 'Parks, Recreation and Drainage' to 'Other Regional Road' and 'Public Purpose: Waste Disposal and Treatment'.
6. **New Parks, Recreation and Drainage:** Rezone part Lot 550 (P60246) from 'Other Regional Road' to 'Parks, Recreation and Drainage'.

Environmental Assessment:

Following Council initiating the proposed Amendment, it was forwarded to the Environmental Protection Authority (EPA) to set a level of environmental assessment. The EPA advised in a letter dated 18 September 2014 that the Amendment did not require assessment under the *Environmental Protection Act 1986*.

Advertising & Submissions Received:

Subsequent to the EPA decision, the amendment was advertised in accordance with the *Town Planning Regulations 1967*. A total of five submissions were received from agencies (refer to Schedule of Submissions – Attachment 2).

None of the submissions raised any objection to the proposed amendment. All submissions are supportive of the proposed amendment. The submission from Water Corporation states that only one site will be required for its waste water pump station.

**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 facilitating implementation of the Karratha City of the North City Centre Master Plan.

**COUNCILLOR/OFFICER CONSULTATION**

LandCorp has prepared this Amendment as part of implementing the Karratha City Centre Infrastructure Works Program on behalf of the City. LandCorp updates the Place Team and Councillor Briefing Sessions on progress with implementation of the Karratha City Centre Infrastructure Works Program on a monthly basis.

**COMMUNITY CONSULTATION**

The Amendment was publicly advertised for 42 days from 1 October until 13 November 2014 in accordance with the *Town Planning Regulations 1967*. Letters of notification were also sent to 28 affected property owners in the Crane Circle precinct on 30 September 2014 advising them directly of the proposed Scheme Amendment.

A total of five (5) submissions were received. A detailed summary of, and response to, each submission is provided within the Schedule of Submissions (**Attachment 2**). The submissions received support the proposed amendment and on review no modifications are required.

The following is a summary of the matters raised within the submissions:

Public Purpose WDT sites

The proposed Scheme Amendment (Attachment 1) shows two "Public Purposes-WDT" sites. Water Corporation has advised only one of these sites will be required for its purposes. The other site, however, is required for infrastructure associated with the City's Effluent Reuse Scheme. It is recommended that both "Public Purposes-WDT" sites be retained.

### Water and Wastewater Planning

Water Corporation raises the issue that current water and wastewater planning does not include the additional area proposed to be rezoned, that a review will be required and that any amplification of these services needs to be addressed at structure planning stage and reticulation upgrades will be at the developer's expense. LandCorp has been advised of these comments.

Water Corporation also advises that the current wastewater pressure main that runs along Balmoral Road and traverses the aged care site (referred to as health campus site in submission) will soon be replaced by a new pressure main along Bayview Road.

### Storm Surge Risk and Flooding

The Department of Water considers the proposed Amendment is acceptable from a water resource perspective given that Bayview Road will become an impenetrable barrier if constructed correctly at the storm surge height and recognising the merits of Council's Storm Surge Risk Policy DP19 in identifying land susceptible to flooding and prescribing acceptable finished floor levels.

### **STATUTORY IMPLICATIONS**

Section 75 of the *Planning and Development Act 2005* gives a local government the power to amend its local planning scheme. The procedure for preparing and adopting an amendment is provided for by the *Town Planning Regulations 1967*.

### **POLICY IMPLICATIONS**

There are no policy implications for the Council that relate to the recommendations of this report.

### **FINANCIAL IMPLICATIONS**

Nil.

### **STRATEGIC IMPLICATIONS**

This item is relevant to the City's approved Strategic Community Plan 2012 - 2022 and Corporate Business Plan 2012 - 2016. In particular the Operational Plan 2014-2015 provides for this activity:

- |               |           |   |
|---------------|-----------|---|
| Our Program:  | 1.d.3.1   | Liaise with key stakeholders including LandCorp and Government Agencies for implementation of Karratha City Centre Master Plan (KCCMP) and Infrastructure Works Program (IWP) |
| Our Services: | 1.d.3.1.1 | Partner with LandCorp and others to implement the Karratha City centre master plan (KCCMP) and Infrastructure Works Program (IWP)   |

### **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 processing of Scheme Amendments is a standard practice undertaken by Planning Services.

### **VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council, pursuant to Clause 75 of the *Planning and Development Act 2005* RESOLVES to REFUSE to adopt for final approval, Amendment No.38 to Town Planning Scheme No.8.

**CONCLUSION**

Submissions received support the amendment and there is no requirement for any modification.

The proposed Scheme Amendment will allow for implementation of the Karratha City of the North City Centre Master Plan and the Karratha City Centre Infrastructure Works Program. The Amendment will also remove unnecessary restrictions that currently apply to properties in Crane Circle and provide a well located zoned site for an aged care development.

It is recommended Amendment 38 be adopted for final approval and forwarded to the WAPC for the Ministers final approval consideration.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 153045  
**MOVED** : Cr Hipworth  
**SECONDED** : Cr Miller

That Council pursuant to Clause 75 of the *Planning and Development Act 2005* RESOLVES to:

1. **DETERMINE** submissions in accordance with the Schedule of Submissions.
2. **ADOPT** for final approval Amendment No.38 to Town Planning Scheme No.8.
3. **AUTHORISE** the City Mayor and Chief Executive Officer to execute three (3) copies of the Amendment Document for Amendment No.38 to Town Planning Scheme No.8 in accordance with Regulation 22 of the *Town Planning Regulations 1967*, including the fixing of the Council's Seal.
4. **FORWARD** to the Western Australian Planning Commission three (3) copies of the Amendment Document for Amendment No.38 to Town Planning Scheme No.8, and a copy of the Schedule of Submissions, for the Minister's final approval consideration.
5. **NOTIFY** the affected property owners in the Crane Circle precinct of the scheme amendment decision and the implications for the future use and development of their properties.

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**CARRIED**

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

At 7.14 pm Cr Lally re-entered the Chambers.

## **12 STRATEGIC PROJECTS & INFRASTRUCTURE**

### **12.1 KARRATHA BACK BEACH – NAVIGABLE CHANNEL FEASIBILITY STUDY**

<b>File No:</b>	<b>CP.748</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>22 December 2014</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Preliminary Dredging Feasibility Study – BMT JFA Consultants – Available on Request</b>

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#### **PURPOSE**

To advise Council of the outcome of the Preliminary Dredging Feasibility Study and to request Council make a determination in relation to proceeding with detailed design of a navigable channel.

#### **BACKGROUND**

Council was successful in securing funding under Round 19 of the Recreational Boating Facilities Scheme (RBFS) to investigate:

1. The feasibility of dredging a navigable channel from the ramp location to deep water
2. Detailed design and further investigation of proposed channel alignment, should it prove feasible to construct.
3. Redesigning the boat ramps to address the issue of tidal flooding across the staging area
4. Replacing the existing finger jetty with a floating jetty to accommodate the new boat ramp design.

Following a tender process BMT JFA Consultants were engaged to undertake investigations. The first component of work is the Preliminary Dredging Feasibility Study. This high level study considered three key factors:

1. The approximate level and quantity of rock within the proposed channel alignment;
2. Concept level cost estimate for dredging the volume of materials required to be removed to establish the proposed channel; and
3. Environmental limitations of dredging the proposed channel

The report provides detailed information and validation of the proposed channel alignment including channel width, channel batter slopes, channel depth, dredging methods and siltation rates. The report further identified that:

- Underlying rock levels along the channel alignment at the site have been detected as high as +2.2 m CD, however levels are variable along the channel route.

- Dredging a channel to a depth that avoids all rock would offer very little navigational benefit relative to the capital costs of mobilising equipment, etc
- A channel dredged to a design depth of +1.0 m CD would require 34,000 – 46,000 m<sup>3</sup> to be dredged, of which approximately 13% is rock.
- A channel dredged to a design depth of +1.7 m CD would require 15,000 – 18,000 m<sup>3</sup> to be dredged, of which approximately 10% is rock.
- The dredging works are considered best suited to a small Cutter Suction Dredge, with side casting of material on to the adjacent tidal flat the most cost effective disposal option.
- Dredging a channel to design depth +1.0 m CD would be expected to cost in the order of \$1.0M – \$1.2M for a relative 58% increase in tidal availability for vessels using the facility.
- Dredging a channel to design depth +1.7 m CD would be expected to cost in the order of \$600,000 – \$700,000 for a relative 30% increase in tidal availability for vessels using the facility.
- The cost for dredging the rock within the channel alignments has not been estimated. This rock may or may not be dredgeable. If weakly consolidated, it may be feasible to establish a channel at this depth however a geotechnical investigation is required to pursue this further. If small volumes of rock near to the shore are not dredgeable, using a land based rock breaking excavator may be feasible.
- The dredging campaign to establish the channel discussed could range from 8 to 22 weeks depending on depth selected, channel dimensions and material encountered.
- Total cost and time of the capital dredging works (the first dredging campaign) is highly dependent on geotechnical properties of the rock layer (i.e. density, strength, permeability). Without further geotechnical information more accurate cost and time estimation is not possible
- Maintenance dredging of the channel could be required as frequently as annually, or as infrequently as every 34 years (for +1.0 m CD channel). This corresponds to an annual average maintenance cost of \$28,000 - \$1.2M depending on the siltation rate in the channel. Costs would be expected to be toward the upper end of this range and may vary from year to year.

In order to progress, the following recommendations have been proposed;

- Further studies and assessments that form part of Component 2 – Detailed design should be undertaken if the establishment of the channel is to be pursued.
- Geotechnical investigation to assess rock properties should be undertaken as dredging will require the removal of some rock.
- Additional environmental sampling should be completed to investigate potential for acid sulphate soils along the proposed channel alignment.

The report provides indicative concept level costings for the construction and maintenance for the proposed channel – Note: two depths have been used for comparison purposes, however the optimal depth is +1.0 metres which will achieve 89% operability.

Parameter	Rate	Quantity		Approximate \$ Value	
		Design Depth 1.0 m	Design Depth 1.7 m	Design Depth 1.0 m	Design Depth 1.7 m
Mobilisation	125,000	1		125,000	
Preliminaries, Insurances	4,400	1		4,400	
Demobilisation	110,000	1		110,000	
Dredging works	897	557 hrs	218 hrs	500,000	195,000
Seastate down time + standby time (tidal condition)	612	178 hrs	105 hrs	109,000	64,000
Total				850,000	500,000
15% engineering and environmental management				127,000	75,000
25% contingency				212,000	125,000
Total Estimate				\$1,187,000	\$700,000

It is difficult to determine the cost of maintaining the channel as it very much depends on climatic conditions and siltation rates. The report provides “best case/worst case” scenarios as follows:-

- The “best case scenario” siltation rate of 50 mm/year corresponds to the channel requiring re-dredging every 34 years for +1.0m CD depth. This corresponds to approximately \$28,000-\$35,000 average annual maintenance costs.
- The ‘worst case scenario’ (cyclonic event) - \$1.2million annual maintenance costs.

Discussions with Department of Transport (RBFS) confirms that maintenance dredging following a cyclonic event falls within the criteria of a RBFS Maintenance Dredging application and accordingly, funding may be available if the application is successful.

#### **LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered not to be of high/moderate/low significance in terms of social issues / economic issues /environmental issues /cultural & wellbeing issues /parties affected issues/Council’s ability to perform its role.

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

Council Resolution 152789 (17 March 2014) resolved to support the Karratha Back Beach – Dredging New Channel & Ramp Upgrade Feasibility Study- Planning Application to Recreational Boating Facilities Scheme)

#### **COMMUNITY CONSULTATION**

No community consultation is required to undertake Component 2.

#### **STATUTORY IMPLICATIONS**

There are no statutory implications.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

There are no financial implications to undertake Component 2 however following a “needs” analysis Council will need to determine if it has an appetite to proceed with construction.

**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 2014-2015 provided for this activity:

Our Program: 1.a.3.1 Provide open spaces which cater for the communities needs  
Our Services: 1.a.3.1.2 Improve open space as per community needs

**RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be low to the City in terms of Health/Financial/Service Interruption/Environment/Reputation/Compliance.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Council Resolution 152789 17 March 2014.

**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. RECEIVE the Preliminary Dredging Feasibility Study.
2. NOT PROCEED with Component 2 of the Karratha Back Beach Feasibility Study to confirm the Preliminary Dredging Feasibility Study and provide sufficient data to inform +/- 10% accuracy of cost estimates, inform Environmental Impact Assessments and develop technical specifications (including all drawings) to construct the channel.
3. UNDERTAKE further needs analysis to demonstrate the number of users impacted by the construction of a navigable channel.

**CONCLUSION**

Karratha Back Beach is the only formalised boat launching facility within the township of Karratha and its operability is severely limited to mid/high tide times. As a result of this limited launch window, additional pressure is put on the surrounding boat ramps i.e. Dampier, Wickham and Pt Samson.

Component 1 of this project has proven that dredging a channel from the ramps to deep water is feasible and provides details of optimum channel width and depth to achieve 84%

operability. Component 2 is a condition of the RBFS funding agreement and hence it is recommended that Council proceed with the design in order to be “shovel” ready should Council determine to proceed with construction of the channel in the future.

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**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : **153046**  
**MOVED** : **Cr Miller**  
**SECONDED** : **Cr Harris**

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

- 1. RECEIVE the Preliminary Dredging Feasibility Study.**
- 2. PROCEED with Component 2 of the Karratha Back Beach Feasibility Study to confirm the Preliminary Dredging Feasibility Study and provide sufficient data to inform +/- 10% accuracy of cost estimates, inform Environmental Impact Assessments and develop technical specifications (including all drawings) to construct the channel.**
- 3. UNDERTAKE further needs analysis to demonstrate the number of users impacted by the construction of a navigable channel.**

**CARRIED**

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



**12.2 AWARD OF KARRATHA BACK BEACH GROYNE REMEDIATION TENDER**

<b>File No:</b>	<b>CP.755</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>11 December 2014</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment:</b>	<ol style="list-style-type: none"> <li><b>1. Confidential Evaluation Report</b></li> <li><b>2. Diagram</b></li> </ol>

**PURPOSE**

To seek Council's endorsement of the successful tenderer for the Karratha Back Beach – Groyne Remediation Works RFT 02-14/15.

**BACKGROUND**

RFT 02-14/15 is for the removal and relocation of a section of the existing breakwater at Karratha Back Beach boat ramp and dredging of the basin adjacent to the boat ramps (refer to diagram attached).

In August 2014 Council resolved, in part, to delegate authority to the Chief Executive Officer to award a contract for the Karratha Back Beach Groyne Remediation Project providing the preferred tendered contract sum is within Council's 2014/15 Budget allocation.

Tenders were advertised on 5 November 2014 and closed 26 November 2014.

Five tenders were received by the closing date from:

- Spinifex Crushing & Screening Services Pty Ltd
- Marniyarra Mining Civil Pty Ltd
- Australian Civils Pty Ltd
- Neo Infrastructure
- Northrock Pty Ltd

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

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

The tenders were first assessed for compliance with the tender documents and then against the qualitative criteria that were weighted as follows:

<b>Criteria</b>	<b>Weighting</b>
Relevant Experience	30%
Tenderer's Resources	20%
Demonstrated Understanding	10%
Price	40%

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

Due to nature of these works and the level of public interest the Chief Executive Officer has determined it appropriate to present the evaluation to Council for its endorsement.

#### **LEVEL OF SIGNIFICANCE**

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is not considered to be significant in terms of social issues and Council's ability to perform its role.

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

Consultation with Council on the scope of works occurred at the August Council meeting (Council Res 152930) and consultation has taken place between panel members in evaluating and analysing the content of each tender submission.

#### **COMMUNITY CONSULTATION**

An advertising campaign will be undertaken two weeks prior to the commencement of works to inform the community of impending works. The work program is scheduled to commence on 13 February and conclude 30 March 2014. No delays are anticipated however it should be noted the works will be undertaken during the cyclone season.

#### **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**

Council has allocated \$409,662 in the 2014/15 budget for these works including funding of \$307,247 received from the Recreational Boating Facilities Fund.

The preferred tender is \$408,362.

It should be noted that the contract sum is very close to Councils Budget and further funds may be required to address any variations on the contract which will be considered in the March Budget Review.

#### **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 2014 -15 provides for this activity:

Our Program:	1.a.2.4	Maintain City infrastructure necessary to meet the community needs.
Our Services:	1.a.2.4.6	Maintain and renew other community infrastructure (beaches, boat ramps, jetties)

#### **RISK MANAGEMENT CONSIDERATIONS**

If remediation works are not undertaken Council will continue to meet the ongoing costs of dredging the boat ramp area. The intended remediation is designed to reduce the silt build up by allowing silt to flush through the boat ramp area.

#### **IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

There is no relevant precedent 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.

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 re tender.

**CONCLUSION**

The Evaluation Panel considered submissions against the compliance criteria, qualitative criteria and a predetermined price structure as detailed in the tender document.

The Evaluation Panel believes that the recommended tenderer has demonstrated the ability to provide the required goods and services and represents the most advantageous outcome for the City of Karratha and the local business communities.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 153047

**MOVED** : Cr Hipworth

**SECONDED** : Cr Lally

**That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to APPOINT Spinifex Crushing & Screening Services Pty Ltd ABN 33 135 324 551 for a contract value of \$408,362 based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 02-14/15 – Karratha Back Beach Groyne Remediation Works.**

**CARRIED**

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

**AGAINST** : Nil



Cr Hipworth declared an Indirect Financial interest in Item 12.3 RFT 11-14/15 Construction of Dampier Community Hub as Cr Hipworth holds Rio Tinto Shares.

Cr White-Hartig declared a Financial interest in Item 12.3 RFT 11-14/15 Construction of Dampier Community Hub as Cr White-Hartig’s spouse is employed by Rio Tinto who are contributing to the project; and Pindan Construction are sponsors of the IF Foundation by which Cr White-Hartig is employed.

At 7.15 pm Cr Hipworth and Cr White-Hartig left the Chambers.

**12.3 RFT 11 - 14/15 CONSTRUCTION OF DAMPIER COMMUNITY HUB**

- File No:** CM.197, CP.329, CP.340
- Responsible Executive Officer:** Director Strategic Projects and Infrastructure
- Reporting Author:** Project Manager
- Date of Report:** 9 January 2015
- Applicant/Proponent:** Nil
- Disclosure of Interest:** Nil
- Attachment(s)**
  - 1. Confidential – Evaluation Report
  - 2. Confidential – Project Budget

**PURPOSE**

To seek Council’s endorsement of the successful tenderer for RFT 11 – 14/15 Construction of the Dampier Community Hub.

**BACKGROUND**

At its October 2014 Council Meeting, Council resolved to;

1. AGREE to call tenders for the construction of the Dampier Community Hub in accordance with the design and specification prepared by Gresley Abas Architects, and;
2. ENDORSE the tender selection criteria as follows;

Criteria	Weighting
Relevant Experience	20%
Capacity to Deliver	20%
Demonstrated Understanding	20%
Price	40%

3. NOTE the pre-tender estimate in the Confidential Attachment 3 provided by Donald Cant Watts Corke based on the detailed design and documentation; and
4. NOTE that a budget amendment to the 2014/2015 Financial Year will be required upon appointment of the successful tenderer.

Tenders were advertised 1<sup>st</sup> November 2014 and closed on the 10 December 2014.

Seven tenders were received by the closing date from:

- Firm Construction Pty Ltd
- Linkforce Engineering
- Megara Construction Pty Ltd
- Mitie Construction Pty Ltd
- Pindan Contracting Pty Ltd
- Woollam Constructions
- Thomas Building Pty Ltd

Tenders were evaluated by a five person panel, comprising of:

- Director Strategic Projects and Infrastructure, City of Karratha
- Project Manager, City of Karratha
- Director, Gresley Abas Architects
- Architect, Gresley Abas Architects
- Cost Manager, Donald Cant Watts Corke

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%
Capacity to Deliver	20%
Demonstrated Understanding	20%
Price	40%

A copy of the Confidential Evaluation Report is as Attachment 1.

#### Project STOP/GO Point

Gresley Abas Architects is contracted as the architect for this project. Donald Cant Watts Corke (DCWC) is contracted as the Quantity Surveyor for this project. These contracts were awarded in August 2013.

There are three specific STOP/GO points within each contract, two of which have previously occurred and the third which is now in play. The current, and final, STOP/GO point allows the Principal the option to terminate or defer the contract, depending on the outcome of the consideration of tenders. As there is no suggestion to terminate or defer award of this tender then the recommendation is to continue both contracts through the construction phase.

#### **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 cultural wellbeing of the residents of Dampier as it relates to the construction of significant community infrastructure in their town.

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

Consultation has taken place between Officers by way of the tender evaluation process.

#### **COMMUNITY CONSULTATION**

Community consultation has been undertaken throughout the development of the design of the Dampier Community Hub.

Consultation with regard to the tender has been by way of advertising of a public tender.

**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 Form of Contract to be utilised to engage the preferred tenderer will be AS4000-1997.

In accordance with Section 6.8 of the *Local Government Act 1995* and in order to execute the construction contract, a budget amendment resolved by Absolute Majority is required.

**POLICY IMPLICATIONS**

Policy CE – 13 Tender Evaluation Criteria is applicable.

**FINANCIAL IMPLICATIONS**Project Budget

The DCH estimated project budget of \$18,224,533 was provided to Council at its October 2014 Meeting for information. This was based on the pre-tender estimate received from the Quantity Surveyor.

Six of the seven submissions were within the pre-tender estimate for construction. If Council agree to the recommendation in this report, the project budget can be reduced from that presented at the October 2014 OCM by \$1.265m. Refer to Confidential Attachment 2.

The City of Karratha has secured \$15.9m from external funding sources. An additional funding application has been made to Lotterywest for \$1m. The outcome of the Lotterywest application will not be known until March / April this year. Based on the revised project budget presented at Attachment 2, if Council is successful in its Lotterywest application, Council's contribution to this project could be reduced to approximately \$65,000.

Contract

To allow for appointment of the construction contractor and the commencement of works in February 2015 a budget amendment is required to the 2014/15 Annual Budget. Funding received from funding partners to date are held in Reserve. A transfer from the Partnership Reserve to the project account will be required. Funding received to date for the project is sufficient to cover the budget amendment required in this financial year and the transfer will result in a nil impact on Council as follows;

Acc No	Job No	Account/Job Description	Current Budget (2014/2015)	(Inc)/Dec	Proposed Amended Budget	Reason
361502		Capital Buildings	(804,411)	(2,703,095)	(3,507,506)	Increase of 2014/15 Annual Budget to allow for appointment of construction contractor for Dampier Community Hub Project.
112850		Transfer from Partnership Reserve	5,642,542	2,703,095	8,345,637	Transfer from partnership reserve
		Total	\$4,838,131	0	\$4,838,131	

The budget amendment requested is for construction costs for the remainder of the current financial year. All other projects costs forecast for the remainder of the financial year are included in the existing 2014/2015 budget allocation.

**STRATEGIC IMPLICATIONS**

This item is relevant with the City's approved Strategic Community Plan 2012 - 2022 and Corporate Business Plan 2012 - 2016. In particular the Operational Plan 2014-2015 provides for this activity:

Our Program:	1.a.2.6	Operate Community Facilities
Our Services:	1.a.2.6.6	Plan new facilities and upgrade new facilities.
Our Program:	1.a.2.7	Deliver projects of strategic importance to the City
Our Services:	1.a.2.6.6	Provide project management resources.

**RISK MANAGEMENT CONSIDERATIONS**

The Project Reference Group has developed a Project Risk Register which is reviewed on a monthly basis.

The Project Architect will also have a key role in managing the risk register throughout the project lifecycle and any design risks identified by the builder during construction.

The City of Karratha is negotiating an operational funding agreement to assist in meeting the increased operating expenditure in operating the Dampier Community Hub which is the subject of a further report in this Agenda. It is proposed that in order to proceed with executing a construction contract for the facility that the City will require a commitment to an operational funding agreement.

**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 Reference Group will be involved to provide support throughout the construction period.

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

**RELEVANT PRECEDENTS**

In recent years, Council have appointed contractors to construct a number of major infrastructure projects including the Pam Buchanan Family Centre, Karratha Leisureplex and the Karratha Airport.

Council have previously appointed contractors on an established assessment criteria to enable the appointment to be based on a number of factors that take into account value judgement as to the cost affordability, qualitative ranking and risk of each Tender, in order to determine the Tender which is most advantageous to the City.

**VOTING REQUIREMENTS**

Simple and Absolute Majority

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

1. That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to:
  - a) NOT support the Officers recommendation and PROPOSE a substitute Tenderer; and
  - b) AGREE to execute the next stage of the appointed architects Gresley Abas Architects and cost Manager Donald Cant Watts Corke contracts; and;
2. That Council by ABSOLUTE Majority pursuant to Section 6.8 of the *Local Government Act 1995* RESOLVES to APPROVE a budget amendment that results in a nil impact on the 2014/15 operating surplus/deficit as follows:

Acc No	Job No	Account/Job Description	Current Budget (2013/14)	(Inc)/Dec	Proposed Amended Budget	Reason
361502		Capital Buildings				Increase of 2014/15 Annual Budget to allow for appointment of construction contractor for Dampier Community Hub Project.
112850		Transfer from Partnership Reserve				Transfer from partnership reserve
		Total				

Option 3

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

1. NOT support the Officers recommendation and NOT propose a substitute Tenderer;
2. NOT execute the next stage of the appointed architects Gresley Abas Architects and cost manager Donald Cant Watts Corke contracts; and
3. NOTE that a budget amendment is not required in the 2014/15 Financial Year.

**CONCLUSION**

Tenders have been invited for Construction of the Dampier Community Hub in accordance with the Request for Tender approved by Council at its meeting held 20 October 2014.

The Evaluation Panel believes that the recommended tenderer provides the best value for money option having tendered under the projected budget, and is seen as an appropriate option having addressed Councils selection criteria. It is the opinion of the Evaluation Panel that the recommended tenderer will provide a successful outcome to this project.

**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 153048  
 MOVED : Cr Vandenberg  
 SECONDED : Cr Lally

1. That Council by SIMPLE Majority pursuant to Sections 3.18 and 3.57 of the *Local Government Act 1995* RESOLVES to NOMINATE Pindan Contracting Pty Ltd ABN 51 120 076 360 as the preferred tenderer for a contract value of \$13,303,812.35 based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 11 – 14/15 Construction of the Dampier Community Hub.
2. Subject to confirmation from Rio Tinto to an Operating Funding Agreement, Council by ABSOLUTE Majority pursuant to Sections 5.42 of the *Local Government Act 1995* DELEGATES AUTHORITY to the Chief Executive Officer to execute contracts with Pindan Contracting Pty Ltd for the construction of the Dampier Community Hub and the next stage of the contracts for the appointed architects Gresley Abas Architects and cost manager Donald Cant Watts Corke.
3. That Council by ABSOLUTE Majority pursuant to Section 6.8 of the *Local Government Act 1995* RESOLVES to APPROVE a budget amendment that results in a nil impact on the 2014/2015 operating surplus/deficit as follows:

Acc No	Job No	Account/Job Description	Current Budget (2014/2015)	(Inc)/Dec	Proposed Amended Budget	Reason
361502		Capital Buildings	(804,411)	(2,703,095)	(3,507,506)	Increase of 2014/15 Annual Budget to allow for appointment of construction contractor for Dampier Community Hub Project.
112850		Transfer from Partnership Reserve	5,642,542	2,703,095	8,345,637	Transfer from partnership reserve
		<b>Total</b>	<b>\$4,838,131</b>	<b>0</b>	<b>\$4,838,131</b>	

**CARRIED**

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg  
 AGAINST : Nil

At 7.17 pm Cr Hipworth and Cr White-Hartig re-entered the Chambers.

## 12.4 KARRATHA AIRPORT TERMINAL UPGRADE FLIGHT INFORMATION DISPLAY AND ADVERTISING TENDER

<b>File No:</b>	<b>TT.43</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>27 January 2015</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment:</b>	<b>Confidential – Evaluation Report</b>

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### **PURPOSE**

To seek Council's endorsement of the successful tenderer for the Karratha Airport Terminal Upgrade – Flight Information Display and Advertising Concession.

### **BACKGROUND**

The upgrade of the Karratha Airport Terminal is part of an integrated redevelopment strategy for Karratha Airport previously approved by Council at the June 2013 Council Meeting, and consistent with the 2013-2033 Airport Master Plan and Land Use Plan.

As part of the redevelopment of Karratha Airport Terminal, a new flight information display system (FIDS) and advertising concession is required. The sign locations have already been specified by the Architect. The scope of this tender is for the advertising opportunity that is presented. The tenders were required to provide prices for the specific sign locations and the option for additional creative advertising locations throughout the terminal.

The offer was to include provision of:

- Hardware: illuminated panels, digital panels (excluding FIDs screens), scrolling displays or similar; all hardware and fittings to effect the installation of the advertising content;
- Software: a content management system to manage the information displayed including FIDs, passenger information and advertising; and
- Engagement and management of advertisers.

The Request for tender was advertised as follows:

- The West Australian newspaper on 4 and 5 October 2014;
- City Noticeboards;
- City Website; and
- The City of Karratha Tenderlink portal – <http://www.tenderlink.com/karratha>

The deadline for all submissions to be received was Wednesday 5th November.

The criteria and associated weightings were as follows:

Criteria	Weighting
A. Relevant Experience	20%
B. Key Personnel Skills and Experience	5%
C. Capacity to Deliver	20%
D. Methodology	15%
E. Price	40%

Four tenders were received by the closing date from:

- S & K Investments Pty Ltd Trading, trading as WA Billboards & Inter Systems
- Valence 24/7
- Digital Images Int.
- SITA

The tenders were assessed by a panel comprising the Karratha Airport General Manager, Manager Information Technology and the Airport Commercial Property Officer.

A copy of the Evaluation Report is contained as a confidential attachment to this agenda item.

#### **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 the potential to enter into partnership with the private sector to carry out significant activities at the Karratha Airport.

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

Consultation has taken place between panel members in evaluating and analysing the content of each tender submission. The Airport Advisory Group has been consulted in relation to the contracts and commercial arrangements that are being implemented as part of the Karratha Airport Terminal Upgrade Project.

#### **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*.

The Contract is for a period of five (5) years commencing in June / July 2015 and is expected to be completed by June 2020.

#### **POLICY IMPLICATIONS**

Policy CE-13 Tender Evaluation criteria was applicable and applied to this tender. The endorsed criteria was designed to shortlist capable organisations to deliver quality service and commercial outcomes to the airport.

**FINANCIAL IMPLICATIONS**

The total estimated contract value is in two parts as follows:-

Revenue - fixed and variable component with a total contract sum estimated to be \$398,185 of income over the term of the contract.

Operating Expenditure – variable subject to aircraft movements over a total contract, estimated to be \$199,920 of expense will apply over the term of the contract.

The budgets are included in the Karratha Airport Annual Operating Budget.

**STRATEGIC IMPLICATIONS**

The contract to provide a new flight information display system and advertising concession are integral to the required levels of passenger information for the upgraded Terminal.

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 2014-15 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**

Variations in the numbers of aircraft movements underlie parts of the proponent's commercial offer in terms of estimated revenue and expense. Recently aircraft movement numbers have softened.

Over the term of the five (5) year contract the estimated revenue contract value of \$398,185 has a fixed component of \$318,548 with the remainder, \$79,637, being variable net advertising revenue for various 'ambient' advertising opportunities for example advertising on baggage carts, screening trays, floor decals, and 'one off' opportunities used to promote or launch special events of products etc.

Should the advertisers not want to take up ambient advertising opportunities at Karratha Airport achieving this component of revenue is at risk.

Again over the term of the five (5) year contract, the estimated total expense value of \$199,920 has a fixed component of \$132,420 and a variable component of \$67,500 being subject to variation as aircraft movements rise and fall. This monthly movement based fee is calculated on the total departing and arriving aircraft movements.

The airport's operating budget will need to be reviewed each year, as part of the regular budget process, to reflect any anticipated variations to aircraft movements that would require the variable operating expense component to be adjusted.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Council has previously gone to the market for tenders to determine levels of commercial interest in the provision of goods and services. Previously Council has let a contract for Advertising within the terminal. This will be the first contract let for the provision of flight information display systems.

**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 an alternative tenderer for this contract

**CONCLUSION**

The Evaluation Panel considered the submissions against the compliance criteria, qualitative criteria and price structure as detailed in the publicly advertised Request for Tender Karratha Airport Flight Information Display (FIDS) and Advertising Tender/Tender No. 08 – 14/15.

In considering the price and net return to the City, compliance and qualitative criteria it was considered that S & K Investments Pty Ltd Trading, trading as WA Billboards (including the Inter Systems Cloud Based solution) have demonstrated the ability to provide the required services to the City at Karratha Airport and therefore the Evaluation Panel recommends S & K Investments Pty Ltd Trading trading as WA Billboards be awarded the tender for Karratha Airport Flight Information Display (FID)s and Advertising Tender.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 153049  
 MOVED : Cr Vandenberg  
 SECONDED : Cr Miller

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to AWARD RFT 08 – 14/15 Karratha Airport Flight Information Display (FID)s and Advertising to S & K Investments Pty Ltd Trading, trading as WA Billboards & Inter Systems ABN 70 547 812 660 for an estimated revenue contract value of \$398,185, part subject to variation in advertising contracts and an estimated expense value of \$199,920 subject to variations in aircraft movements, both over a five (5) year term, based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered.

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**CARRIED**

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

## 13 ITEMS FOR INFORMATION ONLY

Responsible Officer: Chief Executive Officer

Reporting Author: Minute Secretary

Disclosure of Interest: Nil

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### PURPOSE

To advise Council of the information items for January 2015.

### VOTING REQUIREMENTS

Simple Majority.

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### OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 153050  
MOVED : Cr Smeathers  
SECONDED : Cr Hipworth

That Council note the following information items:

- 13.1 Register of Documents Stamped with the City's Common Seal
- 13.2 Non-Statutory Donations
- 13.3 Concessions on Fees
- 13.4 Record of Tenders Awarded by the CEO under Delegation 13
- 13.5 Building Statistics
- 13.6 Planning Decisions Issued
- 13.7 Joint Development Assessment Panel Applications
- 13.8 Environmental Health Statistics
- 13.9 Ranger Statistics
- 13.10 Economic Development update
- 13.11 Waste Services Data
- 13.12 Community Services update
- 13.13 Roebourne Advisory Group January 2015 Meeting Minutes

**CARRIED**

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

### 13.1 REGISTER OF DOCUMENTS STAMPED WITH THE CITY OF KARRATHA COMMON SEAL

**Responsible Officer:** Chief Executive Officer

**Reporting Author:** EA to CEO & Mayor

**Disclosure of Interest:** Nil

#### **PURPOSE**

To advise Council of documents, as listed below, that have been stamped with the Common Seal of the City of Karratha since the last Council Meeting.

<b>DATE</b>	<b>DOCUMENT</b>
01/12/2014	Lease of Crown Land Lot 7017 on Deposited Plan 401051 between the City of Karratha and Pilbara Health Network LTD
19/12/2014	Master Lending Agreement between the Western Australian Treasury Corporation and the City of Karratha
19/12/2014	City of Karratha Town Planning Scheme No. 8 Amendment No. 36 – Lot 126 on DP183297
19/12/2014	Reissued Lease to Virgin Airlines Pty Ltd – Lease part of the Karratha Airport Terminal between the City of Karratha and Virgin Airlines Pty Ltd
19/12/2014	Agreement for Construction of Essential Infrastructure: Lot 1537 & 1538 Pyramid Road Karratha between the City of Karratha and Cape Australia Onshore Pty Ltd

**13.2 NON STATUTORY DONATIONS FOR PERIOD ENDING 31 DECEMBER 2014**

**File No:** JAN14  
**Responsible Officer:** Director Corporate Services  
**Author Name:** Management Accountant  
**Date of Report:** 23 December 2014  
**Disclosure of Interest:** Nil

**PURPOSE**

To provide Council with a summary of Non Statutory Donations made during the specified period. The original budget amounts for 2014/15 were adopted in Council Res No. 152891 Municipal Fund Budget 2014/15. These allocations were amended in the first quarter budget review adopted in November via Council Res No. 152998.

<b>City of Karratha</b>	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual YTD</b>	<b>Funds Remaining</b>
<b>Non Statutory Donations</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>For the Period Ending 31 December 2014</b>				
Contribution - Dampier Community Assoc	\$ 200,000	\$ 100,000	\$ 7,620	\$ 92,380
2013/14 BFWD	\$ -	\$ 94,091	\$ 73,542	\$ 20,549
2012/13 BFWD	\$ -	\$ 28,733	\$ 11,000	\$ 17,733
Contribution - Pt Samson Community Assoc	\$ 100,000	\$ 100,000	\$ 23,685	\$ 76,315
2013/14 BFWD	\$ -	\$ 100,000	\$ -	\$ 100,000
2012/13 BFWD	\$ -	\$ 44,772	\$ 40,086	\$ 4,686
Contribution - Roebourne Advisory Group	\$ 100,000	\$ 100,000	\$ 23,787	\$ 76,213
2013/14 BFWD	\$ -	\$ 100,000	\$ 40,000	\$ 60,000
2012/13 BFWD	\$ -	\$ 83,302	\$ 71,000	\$ 12,302
2011/12 BFWD	\$ -	\$ 15,299	\$ 10,475	\$ 4,824
Contribution - Wickham Community Assoc	\$ 100,000	\$ 100,000	\$ 50,000	\$ 50,000
2013/14 BFWD	\$ -	\$ 79,545	\$ 58,785	\$ 20,760
Contribution - Karratha Community Assoc	\$ 100,000	\$ 80,000	\$ 30,000	\$ 50,000
2012/13 BFWD	\$ -	\$ 66,043	\$ 3,960	\$ 62,083
Ex Gratia Contribution - Dampier Community Assoc	\$ -	\$ 100,000	\$ -	\$ 100,000
2013/14 BFWD	\$ -	\$ 100,000	\$ -	\$ 100,000
2012/13 BFWD	\$ -	\$ 83,557	\$ 7,642	\$ 75,915
Ex Gratia Contribution - Wickham Community Assoc	\$ 250,000	\$ 203,000	\$ 91,966	\$ 111,034
2013/14 BFWD	\$ -	\$ 28,064	\$ -	\$ 28,064
Ex Gratia Contribution - Roebourne Advisory Group	\$ 125,000	\$ 101,500	\$ -	\$ 101,500
2013/14 BFWD	\$ -	\$ 125,000	\$ 125,000	\$ -
2012/13 BFWD	\$ -	\$ 125,000	\$ 74,000	\$ 51,000
2011/12 BFWD	\$ -	\$ 29,000	\$ 16,000	\$ 13,000
Ex Gratia Contribution - Pt Samson Community Assoc	\$ 125,000	\$ 101,500	\$ -	\$ 101,500
2013/14 BFWD	\$ -	\$ 125,000	\$ -	\$ 125,000
2012/13 BFWD	\$ -	\$ 125,000	\$ -	\$ 125,000

<b>City of Karratha</b>		<b><u>Original</u></b>	<b><u>Current</u></b>	<b><u>Actual YTD</u></b>	<b><u>Funds</u></b>	
<b>Non Statutory Donations</b>		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	
<b>For the Period Ending 31 December 2014</b>						
	School Awards	\$ 1,350	\$ 1,350	\$ 1,350	\$ -	#
	Christmas Lights Competition	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	
	Walkington Awards	\$ 5,500	\$ 5,500	\$ 5,327	\$ 173	
	Karratha Golf Club	\$ -	\$ 5,000	\$ 5,000	\$ -	
	State Emergency Services	\$ 8,100	\$ -	\$ -	\$ -	
	Sundry Donations To Community Groups	\$ 250,000	\$ 90,170	\$ 79,736	\$ 10,434	
	Fee Waiver	\$ 20,000	\$ 20,000	\$ 6,159	\$ 13,841	
		<b>\$ 1,389,950</b>	<b>\$ 2,465,426</b>	<b>\$ 856,120</b>	<b>\$ 1,609,306</b>	
#	\$75 adjustment required at March Budget Review					

**13.3 CONCESSIONS ON FEES FOR COUNCIL FACILITIES 14/15 FINANCIAL YEAR**

**File No:** CR.38  
**Responsible Executive Officer:** Director Community Services  
**Reporting Author:** Director Community Services  
**Date of Report:** 7 January 2015  
**Disclosure of Interest:** Nil

**PURPOSE**

To provide Council with a summary of all concessions on fees for Council's facilities and services under Section 11 of the Delegations and Authorisations Register for the 14/15 Financial Year.

Name	Reason	Amount (exc GST)	Balance (exc GST)
Murujuga Aboriginal Corporation	Waiver of Tip Fees 14/15 To the value of \$750.00	\$47.27 July \$141.82 Aug \$189.09 Sept \$62.73 Oct \$141.82 Nov	\$582.73
St Pauls Catholic Church	Additional hire cost of Karratha Leisureplex 40 <sup>th</sup> Anniversary Ball \$330	\$300.00	\$882.73
Lifeline (Tamara Ferguson)	Waiver of hire fees for Dampier Pavilion – Lifeline \$75	\$68.18	\$950.91
Pilbara Zumbathon Committee	Waiver of hire fees for KLP Indoor Courts for 2014 Zumbathon event \$800	\$727.27	\$1,678.18
Make a Wish Foundation	Waiver of hire fees for KLP for 1,000 calorie challenge \$300	\$272.73	\$1,950.91
Telethon	Waiver of Hire Fees for Telethon Twilight Market at Frank Butler \$322.50	\$293.18	\$2,244.09
Pilbara Population Health	Waiver of Hire Fees for Millars Well Pavilion for Healthy Kids Day \$175	\$159.09	\$2,403.18
Karratha Bikers	Waiver of fees for Dampier Pavilion Annual Father's Day Car, Bike & 4WD Show \$276	\$250.91	\$,2654.09
Karratha-Dampier Tee Ball Association	Waiver of fees for Bulgarra Oval, Frank Butler Centre and Lights for North West Tee Ball Championships \$1,173	\$1,066.91	\$3,721.00
Karratha Young Professionals	Waiver of KLP Fees \$170	\$154.55	\$3,875.55
Pilbara Zumbathon Committee	Additional Waiver of hire fees for KLP Indoor Courts for 2014 Zumbathon event \$275.00	\$250.00	\$4,125.55

Name	Reason	Amount (exc GST)	Balance (exc GST)
Friends of St Pauls	Donation to St Pauls Primary School Quiz Night – 3 month membership KLP \$409.00	\$369.09	\$4,494.64
Sunsuper Ride to Conquer Cancer	Donation voucher to Trudi Tunstead representing the Sunsuper Ride to Conquer Cancer – 1 month membership \$158.00	\$143.64	\$4,638.27
Baynton West Primary School	Donation to Baynton West Primary School Twilight Fete – 3 month membership \$409.00	\$369.09	\$5,007.36
Karratha Primary School	Donation to Karratha Primary School Twilight Fete – 3 month membership \$409.00	\$369.09	\$5,376.45
C & I Waste	Waiver of Tip Fees Cyclone Preparation	\$685.86	\$,6062.31
Tox Free	Waiver of Tip fees for waste disposal relating to REAF \$966	\$878.18	\$6,940.49
Raiders Boxing Club	Waiver of Hire Fees for Karratha Leisureplex Indoor Courts \$1700	\$1,545.45	\$8,485.94
Karratha Police Station	Waiver of Green Fees for Annual Karratha Police Charity Golf Day. Divided between Karratha Primary Schools. \$1200	\$1,090.99	\$9,576.93
Tambrey Primary School	Waiver of Youth Shed Hire Fees for Tambrey Primary Graduation Disco \$240	\$110.00	\$9,686.93
Mawarnkarra Health Services	Waiver of Hire Fees 50c Hall \$75	\$68.18	\$9755.11
Department of Child Protection	Waiver of Pool Entry Fees for White Ribbon Day Event \$398.10	\$361.90	\$10,117.01
Virtual Rottnest Channel Swim	Waiver of Pool Fees for Rottnest Channel Swim 21 Feb 2015. 4 lanes x 5 hours @ \$20.00/hour. Teams fundraise for their nominated charity \$400.00	\$363.64	\$10,480.65

\* Not listed in Synergy yet

**13.4 RECORD OF TENDERS AWARDED BY THE CHIEF EXECUTIVE OFFICER UNDER DELEGATION 13**

**File No:** CM.112  
**Responsible Officer:** Director Corporate Services  
**Reporting Author:** DAO Corporate Services  
**Date of Report:** 7 January 2015  
**Disclosure of Interest:** Nil  
**Attachment(s)** Nil

**PURPOSE**

To advise Councillors of Tenders that have been awarded by the Chief Executive Officer since the last Ordinary Council Meeting.

**BACKGROUND**

Under Delegation 13 ‘Awarding Tenders’, the Chief Executive Officer is able to award a Tender where the consideration does not exceed \$300,000.00 (excluding GST) and there is an approved budget. Policy CE-13 ‘Tender Evaluation Criteria’ requires that on each occasion where Delegation 13 is used a report is to be provided to Council at the next ordinary Council meeting that provides the information as detailed below:

<b>Tender No:</b>	RFT 05-14/15	<b>Project Budget:</b>	\$1,250,000
<b>Tender Title:</b>	Bulgarra Public Open Space Stage 2 – Landscape Construction and Minor Demolition		
<b>Note:</b>	At the November Ordinary Council Meeting held on the 17 November 2014, it was resolved via Resolution 153001, in part that Council delegate authority to the CEO to negotiate the final contract sum and extent of works with Environmental Industries, noting the total project budget will not exceed \$1,250,000 ex GST.		
<b>State-wide Advertising Commenced:</b>	6 & 20 September 2014	<b>Tender Closing Date/ Time:</b>	15 October 2014, 2pm WST
<b>Scope of Works:</b>	Separable Portions 1 – 4 Including expansion of junior playground, construction of senior playground, redevelopment of redundant netball courts, construction of BMX pump track, skate park, hit up wall, 3 on 3 basketball, landscaping, outdoor exercise circuit equipment and footpaths and demolition of redundant netball canteen.		
<b>Selection Criteria:</b>	Price	20 %	
	Relevant Experience	20 %	
	Capacity to Deliver	10 %	
	Methodology	10 %	
	Demonstrated Understanding	40 %	
<b>Submissions Received:</b>	<ul style="list-style-type: none"> <li>• Landscaping WA Pty Ltd</li> <li>• GLH Contracting</li> <li>• Yurra Pty Ltd</li> <li>• Environmental Industries Pty Ltd</li> <li>• Earthcare Landscapes</li> <li>• Total Eden Pty Ltd</li> <li>• BCL Group</li> </ul>		
<b>Tender Awarded to:</b>	Environmental Industries Pty Ltd		
<b>Contract Value:</b>	\$1,076,415.30	<b>Date of Award:</b>	19/12/2014
<b>Contract Term:</b>	Date for PC is 16 June 2015	<b>Contract Options:</b>	No options

<b>Tender No:</b>	RFT 12-14/15	<b>Project Budget:</b>	\$130,000
<b>Tender Title:</b>	Quantity Surveyor / Cost Management Services – Effluent Reuse Scheme		
<b>State-wide Advertising Commenced:</b>	22 October 2014	<b>Tender Closing Date/ Time:</b>	12 November 2014, - 2pm WST
<b>Scope of Works:</b>	Appoint Quantity Surveyor to carry out: <ul style="list-style-type: none"> <li>• Detailed Design Development</li> <li>• Contract Documentation</li> <li>• Tender Evaluation</li> <li>• Contract Administration</li> </ul>		
<b>Selection Criteria:</b>	Demonstrated Experience and Knowledge	25 %	
	Methodology	20 %	
	Capacity	15 %	
	Tendered Fees	40 %	
<b>Submissions Received:</b>	<ul style="list-style-type: none"> <li>• Merefield Wilde and Woollard Pty Ltd</li> <li>• Saar Pty Ltd</li> <li>• Rider Levett Bucknall WA Pty Ltd</li> <li>• Rawlinsons (W.A.)</li> <li>• Ralph Beattie Bosworth Pty Ltd</li> <li>• Professional Cost Consultants Australia Pty Ltd</li> <li>• McGarry Associates Pty Ltd</li> <li>• Aurecon Australasia Pty Ltd</li> <li>• Davis Langdon Australia Pty Ltd</li> </ul>		
<b>Tender Awarded to:</b>	Rider Levett Bucknall WA Pty Ltd		
<b>Contract Value:</b>	\$130,000 (ex GST)	<b>Date of Award:</b>	12 December 2014
<b>Contract Term:</b>	2 years. Commencing 1 Jan 2015. Expected completion 31 Dec 2016.	<b>Contract Options:</b>	Nil

<b>Tender No:</b>	12-14/15	<b>Project Budget:</b>	\$81,189 (ex GST)
<b>Tender Title:</b>	Quantity Surveyor/Cost Management Services – Wickham Community Hub		
<b>State-wide Advertising Commenced:</b>	22 October 2014	<b>Tender Closing Date/ Time:</b>	12 November 2014, - 2pm WST
<b>Scope of Works:</b>	Appoint Quantity Surveyor to carry out: <ul style="list-style-type: none"> <li>• Master Plan Review</li> <li>• Concept Plan Review</li> <li>• Schematic Design and Design Development</li> <li>• Contract Documentation</li> <li>• Tender Evaluation</li> <li>• Contraction Administration; and</li> <li>• General QS/CM Services as required.</li> </ul>		
<b>Selection Criteria:</b>	Previous Experience	25%	
	Methodology	20%	
	Capacity	15%	
	Tendered Fees	40%	
<b>Submissions Received:</b>	<ul style="list-style-type: none"> <li>• WT Partnership Aust Pty Ltd</li> <li>• Merefield Wilde and Woollard Pty Ltd</li> <li>• Saar Pty Ltd</li> <li>• Rider Levett Bucknall WA Pty Ltd</li> <li>• Rawlinsons (W.A.)</li> <li>• Ralph Beattie Bosworth Pty Ltd</li> <li>• Professional Cost Consultants Australia (Pty) Ltd</li> <li>• McGarry Associates Pty Ltd</li> <li>• Donald Cant Watt Corke (WA) Pty Ltd</li> <li>• Borrell Rafferty Associates Pty Ltd</li> <li>• Altus Group Consulting Pty Ltd</li> <li>• Davis Langdon Australia Pty Ltd</li> </ul>		
<b>Tender Awarded to:</b>	Chrysalis Quantity Surveying Pty Ltd		
<b>Contract Value:</b>	\$35,750 (ex GST)	<b>Date of Award:</b>	18 December 2014
<b>Contract Term:</b>	3.5 Years	<b>Contract Options:</b>	N/A

**13.5 MONTHLY BUILDING STATISTICS DECEMBER 2014**

**File No:** GR.27  
**Responsible Executive Officer:** Director Development Services  
**Reporting Author:** Manager Regulatory Services  
**Date of Report:** 6 January 2015  
**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	0	3	2	2	0	1	1	60
Alterations and Additions	0	3	3	1	1	2	1	0	3	1	2	2	19
Swimming Pools and Spas	7	5	3	4	4	2	4	2	3	7	7	7	55
Outbuildings (inc signs and shade)	18	21	31	34	26	25	24	21	28	12	17	30	287
Group Development	0	0	5	0	0	0	0	1	1	1	1	0	9
Number sole occpcy units/grp development	0	0	0	0	0	0	0	0	0	0	0	0	0
Commercial	2	4	2	2	0	6	2	8	4	3	6	6	45
<b>Monthly total</b>	<b>51</b>	<b>37</b>	<b>61</b>	<b>43</b>	<b>35</b>	<b>35</b>	<b>34</b>	<b>34</b>	<b>41</b>	<b>24</b>	<b>34</b>	<b>46</b>	<b>475</b>
<b>Building Approval Certificates &amp; Demolition Certificates</b>													
Demolition Permits	5	4	1	0	2	0	1	1	2	0	1	1	18
Dwellings	0	0	0	0	0	0	0	0	1	0	1	0	2
Alterations and Additions	0	0	0	0	0	0	1	0	0	0	0	0	1
Swimming Pools and Spas	0	0	1	0	0	0	0	0	0	0	0	1	2
Outbuildings	8	2	2	2	2	6	0	3	4	3	0	1	33
Group Development	0	0	0	0	0	0	0	0	0	0	1	0	1
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	0	0	0	0	0	0
Occupancy Permit				4	2	4	5	2	8	5	1	1	32
<b>Monthly total</b>	<b>13</b>	<b>6</b>	<b>4</b>	<b>6</b>	<b>6</b>	<b>10</b>	<b>8</b>	<b>6</b>	<b>15</b>	<b>8</b>	<b>4</b>	<b>4</b>	<b>90</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>35,351</b>	<b>56,436</b>	<b>25,345</b>	<b>16,301</b>	<b>1,906</b>	<b>8,770</b>	<b>1,431</b>	<b>210,316</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>

**13.6 PLANNING DECISIONS ISSUED 02 DECEMBER 2014 TO 12 JANUARY 2015**

**File No:** TA/1/1  
**Responsible Officer:** Director Development Services  
**Author Name:** Planning Administration Officer  
**Disclosure of Interest:** Nil

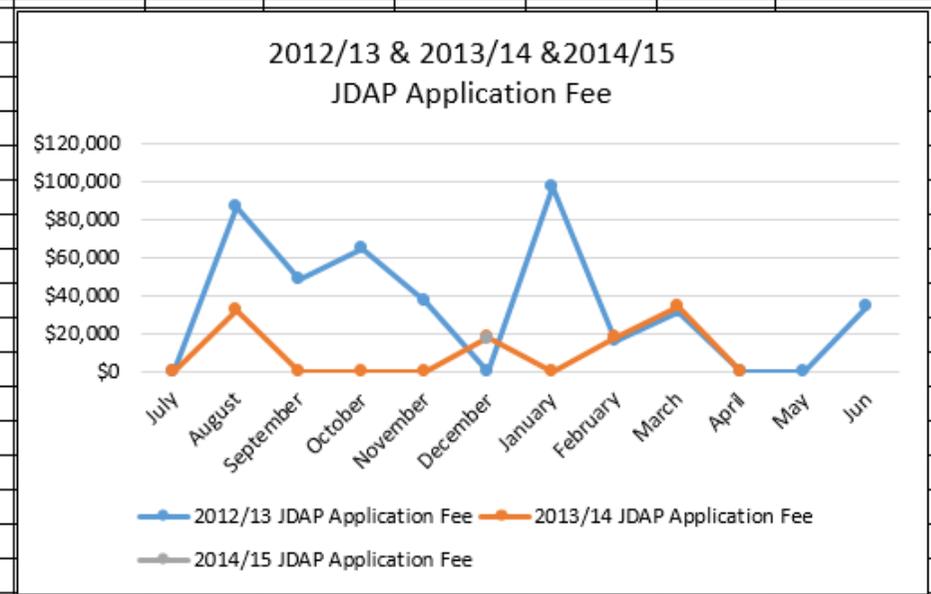
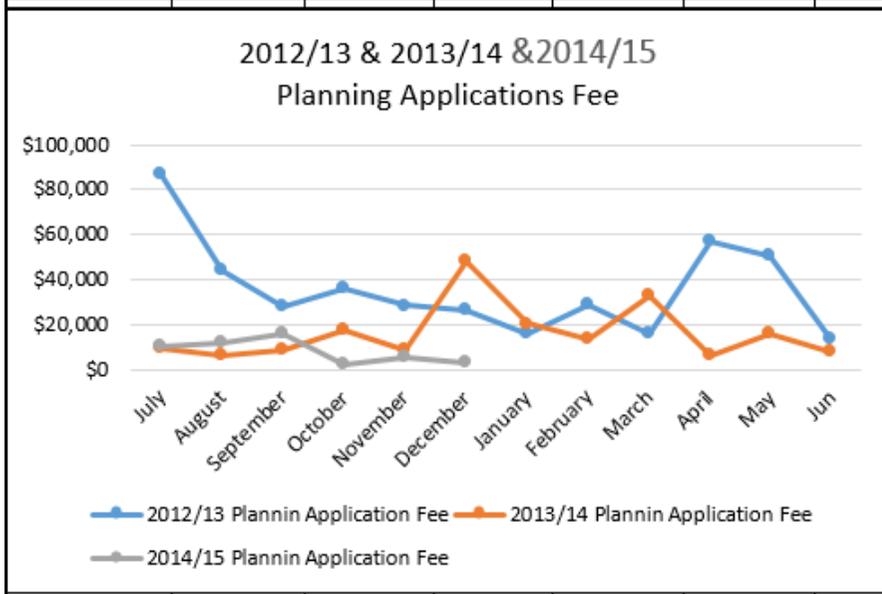
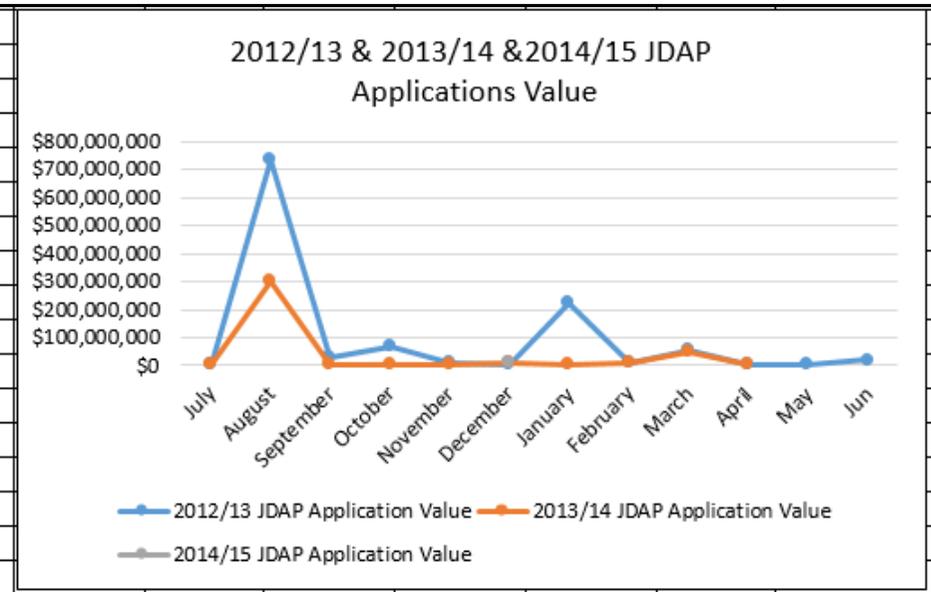
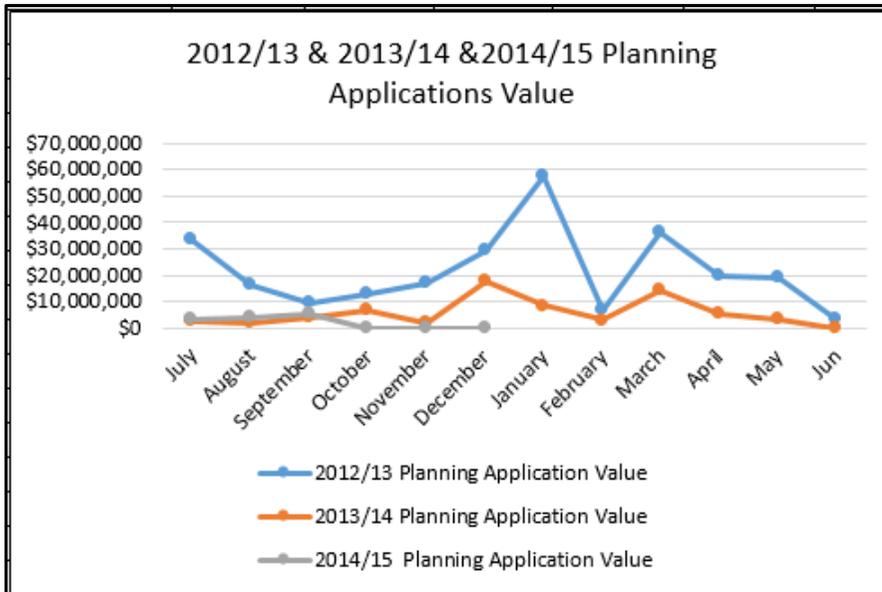
**PURPOSE**

To advise Council of the following planning decisions issued for the above period.

APP	DECISION	OWNER	APPLICANT	ADDRESS	APP TYPE	DEVELOPMENT
DA14128	APPROVED DELEGATE	NGARLUMA AND YINDJIBARNDI FOUNDATION	NYFL HOUSING	31B SHOLL STREET, ROEBOURNE	DEVELOPMENT	RESIDENTIAL HOME
DA14138	APPROVED DELEGATE	DAVOR PRERAD	DAVOR PRERAD	LOT 2505 FISHER WAY, KIE	DEVELOPMENT	SHEET METAL FABRICATION
DA14141	APPROVED DELEGATE	SYZYGY MARINE CONSULTANTS	STEVEN PHILLIPS	8 MEDA CRESCENT, DAMPIER	R-CODE VARIATION	PATIO COLUMNS TO EDGE OF BOUNDARY
DA14142	APPROVED DELEGATE	N AND S TOCAS	N AND S TOCAS	1 PINDERI CRESCENT, DAMPIER	DEVELOPMENT	SEA CONTAINER
DA14151	APPROVED DELEGATE	PILBARA IRON SERVICES	PILBARA BUILDING SERVICES	LOT 779 BANKSIA COURT, WICKHAM	R-CODE VARIATION	GARDEN SHED
DA14154	APPROVED DELEGATE	S F DP DONOVAN AND V A BULL	DARREN OWENS	7 MEARES DRIVE, POINT SAMSON	DEVELOPMENT	SEA CONTAINER
DA14155	APPROVED DELEGATE	G R AND C M PALMER	G R & C M PALMER	1 VIVEASH WAY, BULGARRA	DEVELOPMENT	SEA CONTAINER
DA14156	APPROVED DELEGATE	ROBE RIVER MINING	PETER REIMERS	49 POINCIANA PLACE, WICKHAM	DEVELOPMENT	SEA CONTAINER
DA14157	APPROVED DELEGATE	FINBAR KARRATHA PTY LTD	NIRVANA HAIR AND BODY	UNIT 115, 23 SHARPE AVENUE	DEVELOPMENT	CHANGE OF USE
DA14159	APPROVED DELEGATE	ROBE RIVER MINING	DARREN SMITH	4 NELLEY WAY, WICKHAM	DEVELOPMENT	SEA CONTAINER
DA14160	APPROVED DELEGATE	ROBE RIVER MINING	BRETT HINKLEY	23 OLEANDER PLACE, WICKHAM	DEVELOPMENT	SEA CONTAINER
DA14161	APPROVED DELEGATE	ROBE RIVER MINING	ETHAN AND KIRSTY LENTON	17 ACACIA PLACE, WICKHAM	DEVELOPMENT	SEA CONTAINER
DA14162	APPROVED DELEGATE	M D AND N P RYSZARD	M D OLSZEWSKI	4 SHERLOCK STREET, ROEBOURNE	DEVELOPMENT	SEA CONTAINER
DA14163	APPROVED DELEGATE	ROBE RIVER MINING	DAVID WILKINSON	10 JACARANDA PLACE, WICKHAM	DEVELOPMENT	SEA CONTAINER
DA14165	APPROVED DELEGATE	RINGTHANE PTY LTD	DONALD STEWART	LOT 594 HILLVIEW ROAD, PEGS CREEK	DEVELOPMENT	SEA CONTAINER
DA14167	APPROVED DELEGATE	S M MCAULLAY	S M MCAULLAY	13 LAWRENCE WAY, MILLARD WELL	DEVELOPMENT	SEA CONTAINER
DA14168	APPROVED DELEGATE	MINISTER FOR WORKS	CITY OF KARRATHA	LOT 376 NIELSON PLACE, DAMPIER	DEVELOPMENT	TEMPORARY LIBRARY
DA14169	APPROVED DELEGATE	N J BARTHOLOMEW	N J BARTHOLOMEW	LOT 14 SHOLL STREET, ROEBOURNE	DEVELOPMENT	SEA CONTAINER

APP	DECISION	OWNER	APPLICANT	ADDRESS	APP TYPE	DEVELOPMENT
DA14170	APPROVED DELEGATE	R AND A OLEJKO	R AND A OLEJKO	15 MATEBORE STREET, ROEBOURNE	DEVELOPMENT	SEA CONTAINER
DA14171	APPROVED DELEGATE	A G AND S MCFARLAND	R J HUNTER	LOT 1822 SNOOK WAY, PEGS CREEK	DEVELOPMENT	SEA CONTAINER
DA14172	APPROVED DELEGATE	M J BLACK	M J BLACK	LOT 760 ANDOVER WAY, BULGARRA	DEVELOPMENT	SEA CONTAINER
DA14173	APPROVED DELEGATE	A E FULTON	A E FULTON	LOT 124 MEARES DRIVE, POINT SAMSON	DEVELOPMENT	SEA CONTAINER
DA14174	APPROVED DELEGATE	S H THOR	S H THOR	24 PEIRL WAY, PEGS CREEK	DEVELOPMENT	SEA CONTAINER
DA14175	APPROVED DELEGATE	W TAT	W TAT	9 WAURBURTON CRESCENT, DAMPIER	DEVELOPMENT	SEA CONTAINER
DA14176	APPROVED DELEGATE	D S HOCKINGS	R PALMER	15 FLYNN CRESCENT, DAMPIER	DEVELOPMENT	SEA CONTAINER
DA14178	APPROVED DELEGATE	JAY AND DEAPTY LTD	S CREIGHTON	LOT 1239 SHULTZ COURT, PEGS CREEK	DEVELOPMENT	HOME OCCUPATION
DA14179	APPROVED DELEGATE	J E GRIFFIN	J E GRIFFIN	LOT 1341 FRINDERSTEIN WAY, PEGS CREEK	DEVELOPMENT	SEA CONTAINER
DA14181	APPROVED DELEGATE	ROBE RIVER MINING	M TONES	LOT 1001 CAJUPUT WAY, WICKHAM	DEVELOPMENT	SEA CONTAINER
DA14182	APPROVED DELEGATE	ROBE RIVER MINING	T CLARKE	LOT 557 OLEANDER PLACE, WICKHAM	DEVELOPMENT	SEA CONTAINER
DA14186	APPROVED DELEGATE	ROBE RIVER MINING	J WELLISCH	3 RAMIREZ COURT, WICKHAM	DEVELOPMENT	SEA CONTAINER
DA14188	APPROVED DELEGATE	J L MOYLAN	S KENNEDY	27A FRINDERSTEIN WAY, PEGS CREEK	DEVELOPMENT	SEA CONTAINER
DA14189	APPROVED DELEGATE	ROMAN CATHOLIC BISHOP OF GERALDTON	ST LUKES COLLEGE	LOT 4469 ROSEMARY ROAD, STOVE HILL	DEVELOPMENT	PORTABLE CLASSROOMS
DA14193	APPROVED DELEGATE	ROBE RIVER MINING	CROWLEY FORWELL	LOT 1004 CAJUPUT WAY, WICKHAM	DEVELOPMENT	SEA CONTAINER

2012/13 & 2013/14 & 2014/15 Development Applications Value													
	July	August	September	October	November	December	January	February	March	April	Mag	Jun	YTD Total
2012/13 Planning Application	\$33,478,667	\$16,490,448	\$9,341,668	\$12,938,020	\$16,700,814	\$29,115,000	\$57,472,000	\$6,763,900	\$36,297,000	\$19,394,000	\$18,782,500	\$3,423,386	\$260,197,403
2013/14 Planning Application	\$2,671,000	\$1,770,000	\$3,897,650	\$6,770,000	\$1,763,000	\$17,455,854	\$8,340,625	\$2,850,000	\$14,371,100	\$5,189,325	\$3,010,000	\$85,000	\$68,173,554
2014/15 Planning Application	\$3,207,896	\$3,827,500	\$5,348,000	\$8,801	\$15,427	\$19,730							\$12,427,354
	July	August	September	October	November	December	January	February	March	April	Mag	Jun	YTD Total
2012/13 JDAP Application Value	\$0	\$733,000,000	\$30,000,000	\$65,000,000	\$7,014,300	\$0	\$222,000,000	\$8,600,000	\$52,000,000	-	-	\$19,254,000	\$1,136,868,300
2013/14 JDAP Application Value	\$0	\$300,000,000	\$0	\$0	\$0	\$9,500,000	\$0	\$9,500,000	\$50,000,000	-			\$369,000,000
2014/15 JDAP Application Value						\$8,387,433							\$8,387,433
2012/13 & 2013/14 & 2014/15 Development Applications Fee													
	July	August	September	October	November	December	January	February	March	April	Mag	Jun	YTD Total
2012/13 Plannin Application	\$86,769	\$43,748	\$27,866	\$35,699	\$28,252	\$25,970	\$15,577	\$28,877	\$15,817	\$57,245	\$50,168	\$13,019	\$429,006
2013/14 Plannin Application	\$9,238	\$5,938	\$8,134	\$17,134	\$8,180	\$47,715	\$20,187	\$13,708	\$32,697	\$6,206	\$15,520	\$7,565	\$192,222
2014/15 Plannin Application	\$10,313	\$11,411	\$15,427	\$2,392	\$5,348	\$2,930							\$47,821
	July	August	September	October	November	December	January	February	March	April	Mag	Jun	YTD Total
2012/13 JDAP Application Fee	\$0	\$86,100	\$48,535	\$64,430	\$36,660	\$0	\$96,555	\$15,870	\$31,500	-	-	\$34,205	\$413,855
2013/14 JDAP Application Fee	\$0	\$32,185	\$0	\$0	\$0	\$18,168	\$0	\$18,168	\$34,196	-			\$102,717
2014/15 JDAP Application Fee						\$16,800							\$16,800



**13.7 JOINT DEVELOPMENT ASSESSMENT PANEL APPLICATIONS  
02 DECEMBER 2014 – 12 JANUARY 2015**

**File No:** TA/1/1  
**Responsible Officer:** Director Development Services  
**Author Name:** Planning Administration Officer  
**Disclosure of Interest:** Nil

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**PURPOSE**

To advise Council of the status of JDAP Applications for the above period.

<b>APPL. #</b>	<b>LODGEMENT DATE</b>	<b>OWNER</b>	<b>APPLICANT</b>	<b>ADDRESS</b>	<b>DESCRIPTION</b>	<b>JDAP MEETING DATE</b>
JDAP 14005	16 DEC 2014	SULCON PTY LTD	RFF PTY LTD	LOT 10 NORTHWEST COASTAL HIGHWAY, STOVE HILL	SERVICE STATION AND TAKEWAY FOOD OUTLET	TBA

### **13.8 MONTHLY ENVIRONMENTAL HEALTH STATISTICS**

**File No:** LE.288  
**Responsible Executive Officer:** Director Development Services  
**Reporting Author:** Manager Regulatory Services  
**Date of Report:** 1 January 2015  
**Disclosure of Interest:** Nil  
**Attachment(s)** Nil

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#### **PURPOSE**

To provide Annual Environmental Health Statistics for the Council's information.

Environmental Health Statistics													2014
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
<b>Inspections/reinspections/audits</b>													
Food premises inspection/reinspection	11	11	37	14	4	28	17	4	19	14	36	23	218
Lodging house inspection	0	0	1	17	2	8	3	0	3	5	1	0	40
Camping/caravan park inspection	0	0	0	3	1	0	4	0	0	0	0	0	8
Public building inspection	0	0	3	27	1	36	6	0	9	1	1	1	85
Swimming pool inspection	1	0	0	0	0	0	0	0	0	0	2	18	21
Hairdressers inspection	5	0	2	1	0	1	1	0	0	5	1	0	16
Beauty therapy/skin penetration inspection	3	1	8	0	0	2	0	0	0	3	3	1	21
Septic tank inspections	0	0	1	0	0	0	0	0	0	0	0	0	1
Closed premises	8	1	5	2	0	7	5	1	3	4	5	1	42
<b>Monthly total</b>	<b>28</b>	<b>13</b>	<b>57</b>	<b>64</b>	<b>8</b>	<b>82</b>	<b>36</b>	<b>5</b>	<b>34</b>	<b>32</b>	<b>49</b>	<b>44</b>	<b>452</b>
<b>Health nuisances/complaints investigated</b>													<b>0</b>
Air Pollution	0	0	1	0	1	0	0	3	0	0	0	0	5
Building & Accommodation	1	1	5	0	2	1	3	0	0	1	3	1	18
Effluent & Water Pollution	2	3	1	0	0	1	1	0	0	0	1	1	10
Food Safety	0	2	0	0	0	2	2	1	2	6	0	0	15
Noise Pollution	1	3	0	1	0	5	5	3	0	0	0	0	18
Nuisance	3	7	0	3	0	2	0	1	0	0	1	1	18
Pest Control	2	4	0	0	0	1	0	0	1	2	0	0	10
Refuse & Litter	1	1	0	0	0	1	0	0	0	2	0	0	5
Skin Penetration	1	1	0	0	0	1	1	0	0	0	0	0	4
Stallholders & Traders	0	2	0	0	0	0	0	0	1	0	1	0	4
Other	0	0	0	0	0	0	0	0	0	1	0	0	1
<b>Monthly total</b>	<b>11</b>	<b>24</b>	<b>7</b>	<b>4</b>	<b>3</b>	<b>14</b>	<b>12</b>	<b>8</b>	<b>4</b>	<b>12</b>	<b>6</b>	<b>3</b>	<b>108</b>
<b>Notifiable infectious diseases</b>													
Ross River Virus (RRV)	0	2	13	2	3	4	4	1	4	2	4	1	40
Barmah Forest Virus (BFV)	0	0	0	0	0	0	1	0	0	0	0	1	2
Salmonellosis	2	0	2	3	1	1	4	0	2	0	1	0	16
Campylobacteriosis	3	1	3	0	1	0	1	0	1	2	0	1	13
Cryptosporidiosis	0	0	1	0	0	0	0	0	0	0	0	1	2
Other	0	0	0	0	0	0	0	0	0	0	0	1	1
<b>Monthly total</b>	<b>5</b>	<b>3</b>	<b>19</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>10</b>	<b>1</b>	<b>7</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>74</b>
<b>Other health</b>													
Assess development applications	3	9	2	3	1	1	2	3	3	12	7	0	46
Assess building applications	0	0	0	0	0	0	0	0	0	8	0	0	8
Respond to swimming pool positive detections	3	3	8	1	1	0	4	0	5	4	1	2	32
Healthy dog day	0	1	0	0	1	0	0	1	0	0	1	0	4
Chicken bleeding	2	2	2	3	2	2	2	2	2	2	2	2	25
<b>Monthly total</b>	<b>8</b>	<b>15</b>	<b>12</b>	<b>7</b>	<b>5</b>	<b>3</b>	<b>8</b>	<b>6</b>	<b>10</b>	<b>26</b>	<b>11</b>	<b>4</b>	<b>115</b>

Environmental Health Statistics													2013
2013 - YTD	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
<b>Inspections/reinspections/audits</b>													
136	24	7	1	36	0	0	0	8	9	12	34	5	
41	0	0	0	1	0	0	34	6	0	0	0	0	
7	0	0	0	0	0	0	7	0	0	0	0	0	
0	0	0	0	0	0	0	0	0	0	0	0	0	
28	0	0	0	0	0	0	0	0	0	28	0	0	
3	0	0	0	0	0	0	0	1	1	0	1	0	
9	0	0	0	0	0	0	0	1	0	2	5	1	
0													
23	3	0	0	0	7	0	0	3	8	0	2	0	
<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>													
11	0	1	3	1	0	0	1	0	0	1	3	1	
26	1	1	3	3	4	3	2	0	2	1	6	0	
0	0	0	0	0	0	0	0	0	0	0	0	0	
44	5	7	9	13	5	2	1	0	0	1	0	1	
37	4	2	2	6	5	6	2	2	3	3	0	2	
28	0	1	1	1	4	1	2	1	9	6	0	2	
34	8	3	4	4	4	3	0	0	1	1	5	1	
10	1	1	1	0	1	2	0	0	2	1	0	1	
2	0	0	0	0	1	1	0	0	0	0	0	0	
6	0	0	0	0	0	0	3	2	0	1	0	0	
66	5	14	17	15	4	11	0	0	0	0	0	0	
<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>													
4	0	0	0	2	2	0	0	0	0	0	0	0	
12	0	0	5	2	2	0	0	0	0	3	0	0	
4	0	0	0	3	0	0	0	0	0	0	1	0	
1	0	0	0	0	0	0	0	0	0	0	1	0	
3	0	0	0	3	0	0	0	0	0	0	0	0	
0													
<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>													
61	3	9	5	7	7	10	11	3	0	2	3	1	
3	1	1	1	0	0	0	0	0	0	0	0	0	
9	0	0	0	2	0	0	0	2	3	0	2	0	
4	0	1	0	0	1	0	0	1	0	0	1	0	
24	2	2	2	3	2	2	3	2	2	2	1	1	
<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 MONTHLY RANGER STATISTICS**

**File No:** LE.245  
**Responsible Executive Officer:** Director Development Services  
**Reporting Author:** Manager Regulatory Services  
**Date of Report:** 7 January 2015  
**Disclosure of Interest:** Nil  
**Attachment(s):** Nil

**PURPOSE**

To provide Annual Ranger Services Statistics for the Council's information.

Rangers continue to focus on patrol activities and action requests from members of the public. With the City being quieter over the Christmas period, and several members of staff being on leave, the statistics are lower than previous months, however adequate coverage over the whole of the district was maintained for the period.

	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	7	8	8	<b>23</b>
Abandoned vehicles	10	2	8	<b>20</b>
Animal (dogs/other)	36	40	6	<b>82</b>
Cats	11	2	2	<b>15</b>
Camping	8	11	1	<b>20</b>
Cyclone	4	10	4	<b>18</b>
Fire	1	1	3	<b>5</b>
Litter	10	5	4	<b>19</b>
Parking	33	33	1	<b>67</b>
Off Road Vehicles	2	6	3	<b>11</b>
Total Action requests	<b>122</b>	<b>118</b>	<b>40</b>	<b>280</b>

**No applications to keep 3 or more dogs on a residential property were received this month.**

**For this month there was 55 calls forwarded from our after hours call centre. 20 of those calls required an immediate after hour's response**

<b>Rangers Statistics 2014</b>														<b>Ranger 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>YTD</b>	<b>2013 TOTAL</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>Inspections/reinspections/audits</b>														<b>Inspections/reinspections/audits</b>													
Activities on Shire Properties	0	0	0	0	2	1	0	0	0	1	7	23	34	13	1	0	0	1	2	1	1	1	1	4	1	0	
Abandoned vehicles	25	56	14	26	15	22	35	20	35	57	19	20	344	300	15	16	77	20	32	15	21	22	25	15	20	22	
Animal (dogs/etc)	62	53	50	53	48	73	71	94	110	124	130	82	950	941	86	91	95	72	94	92	102	89	50	54	68	48	
Cats	30	22	22	20	19	23	21	19	24	30	18	15	263	33											19	14	
Camping	0	1	7	4	2	1	3	4	15	13	11	20	81	71	3	5	3	22	13	5	8	4	6	0	1	1	
Cyclone	3	0	0	1	0	0	0	0	57	166	13	18	258	98	6	8	0	0	0	0	0	0	0	0	81	3	
Fire	1	0	0	0	1	3	2	1	61	70	2	5	146	97	3	2	2	1	0	0	5	8	4	2	67	3	
Litter	10	15	31	13	8	11	13	8	34	30	28	19	220	180	10	22	20	12	21	12	16	12	18	17	14	6	
Parking	21	16	9	18	22	38	16	3	47	74	105	67	436	232	12	17	12	37	15	13	20	22	18	7	32	27	
Off Road Vehicles	0	2	2	1	1	1	3	3	8	15	12	11	59	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>173</b>	<b>164</b>	<b>152</b>	<b>391</b>	<b>580</b>	<b>345</b>	<b>280</b>	<b>2791</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	1	0	0	1	1	1	0	8	15	7	0	0	1	1	0	1	3	1	0	1	0	
Activities on Shire Properties	0	0	0	0	0	1	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	1	0	0	0	0	
Animal (dogs/cats/etc)	3	0	3	6	1	18	7	4	12	22	16	23	115	72	13	5	5	6	8	3	8	3	8	5	7	1	
Camping	0	1	1	2	0	4	0	2	4	0	0	0	14	43	5	1	0	16	17	2	0	0	2	0	0	0	
Litter	3	0	2	8	4	1	2	1	4	1	1	0	27	30	2	2	4	4	0	0	2	2	1	4	9	0	
Parking	18	30	7	12	48	12	3	2	8	10	14	16	180	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>37</b>	<b>12</b>	<b>9</b>	<b>29</b>	<b>34</b>	<b>32</b>	<b>39</b>	<b>345</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	19	15	15	23	18	16	17	188	172	15	13	10	8	24	11	14	20	10	23	11	13	
East	10	4	7	6	4	28	7	8	7	11	10	1	103	83	3	10	5	3	18	7	12	6	0	6	4	9	
West	12	11	9	13	10	17	10	17	14	5	16	12	146	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>64</b>	<b>32</b>	<b>40</b>	<b>44</b>	<b>34</b>	<b>42</b>	<b>30</b>	<b>437</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	27	21	14	15	19	16	19	196	196	16	20	15	22	29	13	24	20	10	4	11	12	
Rehomed to SAFE	14	10	7	7	4	13	9	10	14	12	15	3	118	83	7	6	6	3	11	6	15	10	7	2	10	0	
Euthanised by Ranger	10	2	5	6	7	24	1	3	13	0	6	6	83	33	2	6	3	0	7	4	4	1	0	0	6	0	
Euthanised by Vet	1	2	1	0	2	0	1	0	1	0	0	0	8	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>64</b>	<b>32</b>	<b>27</b>	<b>43</b>	<b>31</b>	<b>37</b>	<b>28</b>	<b>405</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	8	7	12	3	15	5	3	98	35											19	16	
East	16	3	19	5	18	26	6	4	2	20	7	12	138	32											15	17	
West	5	5	0	7	1	8	3	1	3	4	2	6	45	6											4	2	
<b>Monthly total</b>	<b>23</b>	<b>25</b>	<b>26</b>	<b>21</b>	<b>29</b>	<b>42</b>	<b>16</b>	<b>17</b>	<b>8</b>	<b>39</b>	<b>14</b>	<b>21</b>	<b>281</b>	<b>73</b>	<b>0</b>	<b>38</b>	<b>35</b>										
Released to Owner	0	3	0	1	0	0	1	0	1	1	2	0	9	1											1	0	
Rehomed to SAFE	4	3	11	10	9	4	10	5	6	0	8	75	25												9	16	
Euthanised by Vet	6	16	13	10	10	6	5	8	2	13	12	12	113	41											21	20	
Euthanised by Ranger	13	3	2	0	0	32	0	3	0	19	0	0	72	0											0	0	
<b>Monthly total</b>	<b>23</b>	<b>25</b>	<b>26</b>	<b>21</b>	<b>19</b>	<b>42</b>	<b>16</b>	<b>16</b>	<b>8</b>	<b>39</b>	<b>14</b>	<b>20</b>	<b>269</b>	<b>67</b>	<b>0</b>	<b>31</b>	<b>36</b>										

**13.10 ECONOMIC DEVELOPMENT UPDATE**

<b>File No:</b>	<b>ED.1</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>12 January 2015</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

**PURPOSE**

To inform Council of economic development activities for the month of December.

**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 City's Economic Development Strategy is the provision of project briefings, VIP/investor tours, economic data provision and collaboration with key stakeholders: For the month of November, the Economic Development Advisor has attended:

- City of Karratha Small Business Breakfast Briefing
- PRC Tourism Trails Project Steering Committee
- KDCCI Annual General Meeting
- City of Karratha Tourism Advisory Group Meeting
- PRC Sullage Point Project Steering Committee

**2. Coming Business Events and Workshops**

<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Location</b>	<b>Contact</b>
11 Feb	6:00-8:00pm	Business Systems	KDCCI Meeting Room, Karratha Leisureplex	Business Centre Pilbara 91444668
18 Feb	5:30-7:30 pm	KDCCI Business After Hours – Karratha Kats and Red Dog Festival	Karratha Cats Club, Millars Well Oval	admin@kdcci.asn.au
23 Feb	9:00am-4:00pm	Assertive Communication skills	KDCCI Meeting Room, Karratha Leisureplex	Business Centre Pilbara 91444668
24 Feb	9:00am-4:00pm	Winning Presentation Skills	KDCCI Meeting Room, Karratha Leisureplex	Business Centre Pilbara 91444668
11 Mar	10:00-11:30am	Home Based Business Marketing	KDCCI Meeting Room, Karratha Leisureplex	Business Centre Pilbara 91444668
18 Mar	5:30-7:30pm	KDCCI Business After Hours – KAW Engineering and Raw Hire	TBA	admin@kdcci.asn.au

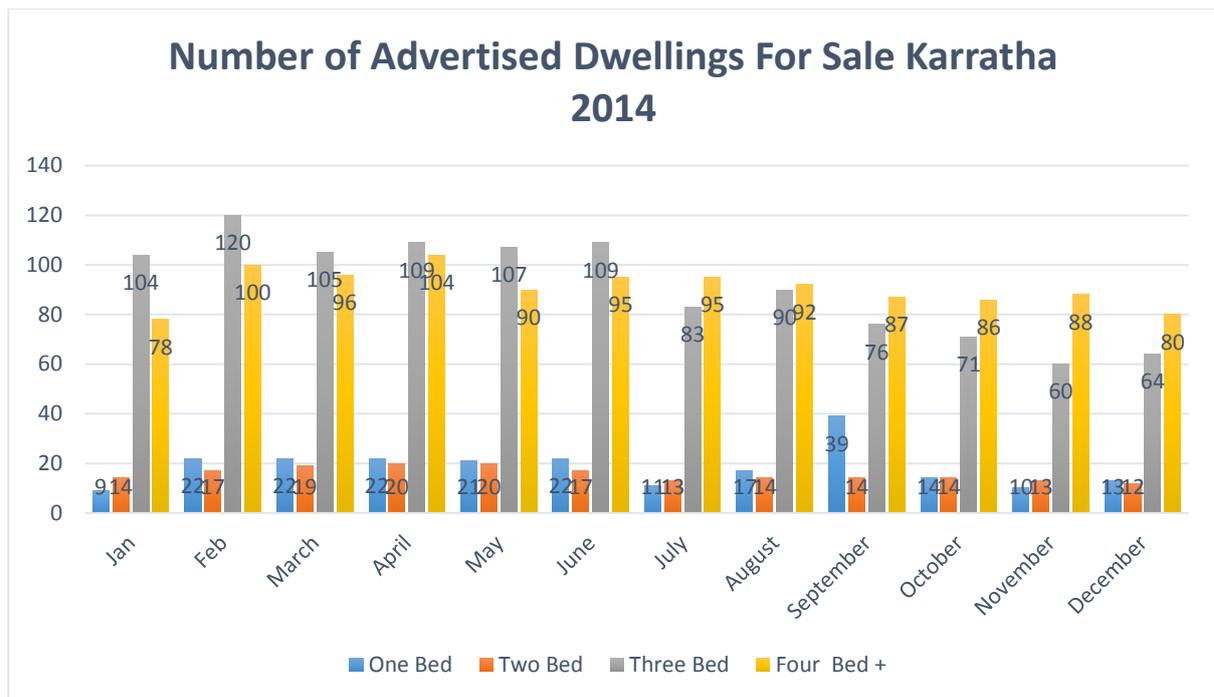
22 Apr	5:30-7:30pm	KDCCI Business After Hours RSM Bird Cameron & EBM Insurance	TBA	admin@kdcci.asn.au
30 April	TBA	Succeeding Online	TBA	Business Centre Pilbara 91444668

**3. Karratha and Districts - Housing and Land Development December Update**

**3.1 Residential Homes and Apartments Advertised For Sale**

	November				December			
Location	No.	Min \$	Max \$	Avg \$	No.	Min \$	Max \$	Avg \$
<b>Karratha</b>								
One Bed	10	\$170,000	\$545,000	\$435,000	13	\$170,000	\$545,000	\$435,000
Two Bed	13	\$250,000	\$549,000	\$399,500	12	\$250,000	\$549,000	\$399,500
Three Bed	60	\$310,000	\$999,000	\$654,500	64	\$325,000	\$999,000	\$662,000
Four Bed +	88	\$410,000	\$999,500	\$704,500	80	\$415,000	\$999,500	\$707,000
<b>Total</b>	<b>171</b>				<b>169</b>			
<b>Dampier</b>								
Two Bed	-	-	-	-	1	POA		
Three Bed	4	\$550,000	\$770,000	\$660,000	2	\$740,000	\$749,000	\$744,500
Four Bed +	3	\$749,000	\$950,000	\$849,500	2	\$749,000	\$890,000	\$820,000
<b>Total</b>	<b>7</b>				<b>5</b>			
<b>Wickham</b>								
Three Bed	4	\$390,000	\$459,000	\$425,000	4	\$390,000	\$459,000	\$425,000
Four Bed	2	\$475,000	\$550,000	\$512,500	2	\$475,000	\$550,000	\$512,500
<b>Total</b>	<b>6</b>				<b>6</b>			
<b>Pt Samson</b>								
Four Bed +	3	\$880,000	\$1,075,000	\$977,500	3	\$880,000	\$1,075,000	\$977,500
<b>Total</b>	<b>3</b>				<b>3</b>			
<b>Roebourne</b>								
Two Bed	1	\$330,000	\$330,000	\$330,000	1	\$330,000	\$330,000	\$330,000
Three Bed	1	\$495,000	\$495,000	\$495,000	1	\$495,000	\$495,000	\$495,000
<b>Total</b>	<b>2</b>				<b>2</b>			
<b>City Total</b>	<b>189</b>				<b>185</b>			

(Courtesy of Realestate.com.au)



#### Asking Price Index for 6714 Postcode for week ending 6 Jan 2015

Housing type	Change on previous week	Rolling month change %	Rolling quarter change %	12 month % change	3 year % change
All houses	-3.4%	-1.8%	-3.3%	-13.7%	-29%
3 br houses	+2.5%	-0.4%	+3.8%	-21.1%	-31%
All units	-0.8%	-2.5%	+9.7%	-9.1%	-20.9%
2 br units	-0.7%	-5.8%	-4.5%	-4.6%	-29.4%

*(Courtesy of SQM research.com.au)*

#### Commentary

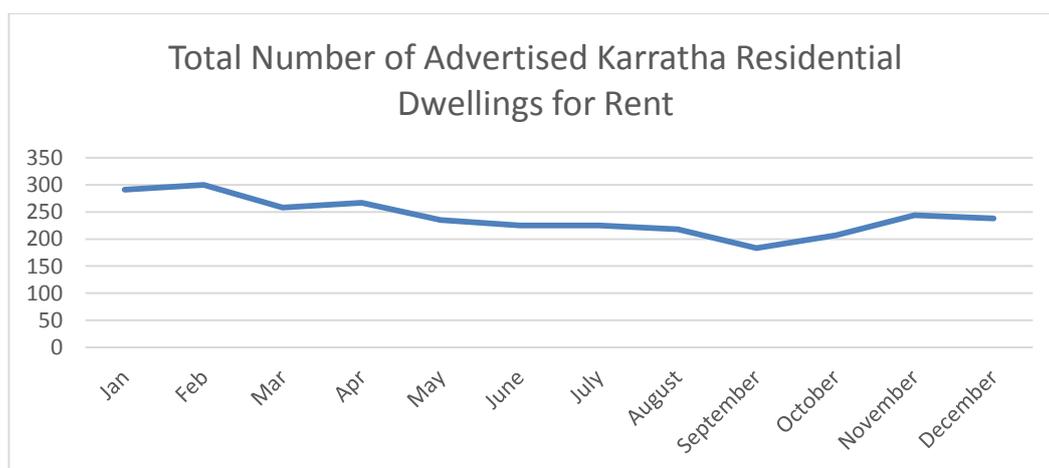
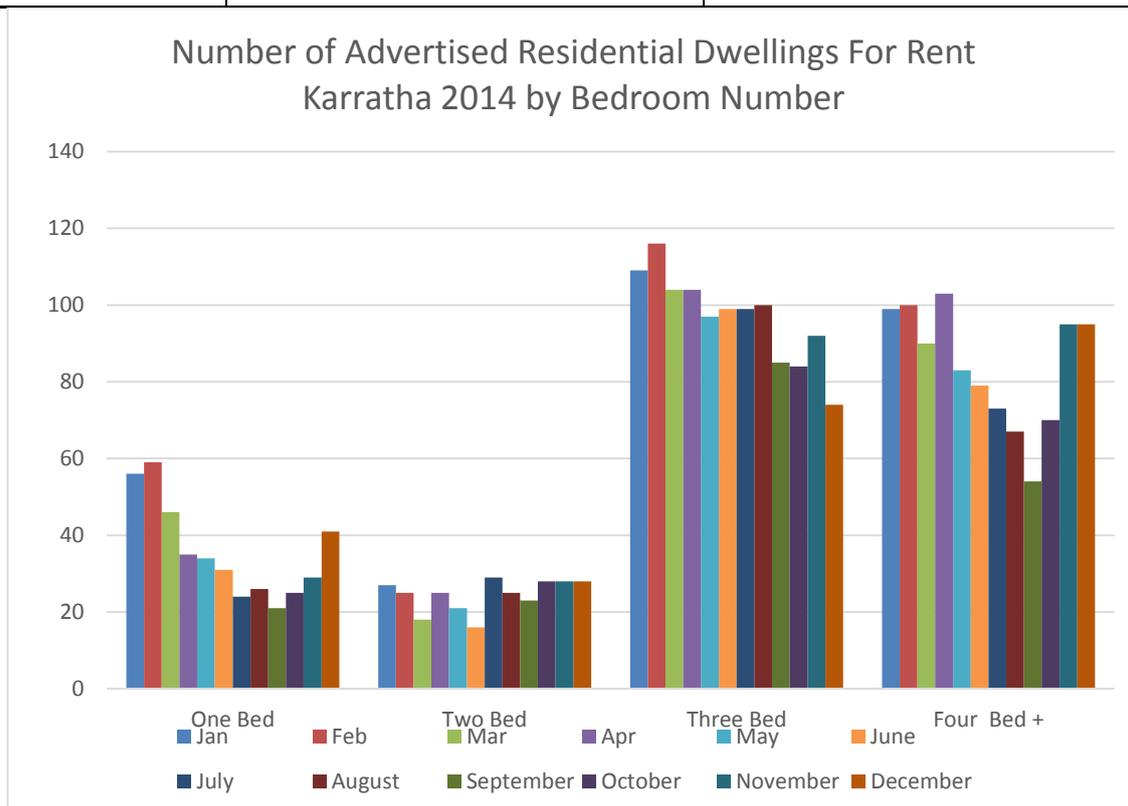
Good product diversity in the one and two bedroom properties ranging from older style bedsits to modern, recently completed apartments with all the amenities. Some are within short stay accommodation facilities so are investment ready whilst others are available for occupation.

- Little variance in availability or pricing across the board since November 2014.
- 15 three bedroom properties and 8 four bedroom properties under offer or sold in December.
- Lowest number of four bedroom properties available since January 2014 and around half the number of 3 bedroom properties advertised for sale compared to February 2014.

Caution needs to be taken when analysing changes in asking prices on a monthly or quarterly basis as fluctuations from trend are more likely to be caused by the type and quality of accommodation coming on the market e.g. in the unit market the diversity ranges from high end fully furnished luxury apartments to more aging legacy stock so an improvement in asking price could be due to a new apartment/unit block coming on to the market rather than a change in investor sentiment.

### 3.2 Residential For Rent (Karratha)

Karratha	November				December			
	No	Min \$	Max \$	Avg \$	No	Min \$	Max \$	Avg \$
One Bed	29	\$300	\$950	\$625	41	\$265	\$1000	\$632
Two Bed	28	\$350	\$1,200	\$775	28	\$300	\$1200	\$750
Three Bed	92	\$400	\$1,400	\$900	74	\$400	\$1,400	\$900
Four Bed +	95	\$550	\$2,100	\$1,325	95	\$480	\$2100	\$1290
<b>Karratha Total</b>	<b>244</b>				<b>238</b>			



**Commentary**

A marginal drop in availability of rental properties advertised mainly in the three bedroom sector. Pricing has remained reasonably stable with a slight softening of asking prices for four bedroom advertised properties.

**3.3 Overall Market Analysis**

The advertised rental market has remained fairly stable in terms of availability and pricing compared to November 2014 with housing sales in the three to four bedroom properties continuing to firm. The vacancy rate for the post code area of 6714 is currently around 4.4% which is good news for investors as it has reduced nearly 100% from the high of nearly 8% in December 2013. Gross rental yields for houses are around 6.5% (SQM research). The average asking price for the week ending 6 Jan was \$603,400.

Overall the real estate for sale asking price index indicates that there has been a 20%-30% reduction across the board over the last three years with the most significant improvement in affordability over the last 12 months occurring in the three bedroom house market.

**4. Contractor and Project News**

Contractor and project news highlights medium to large mining, construction, infrastructure projects, industrial and commercial tenders and contracts that have been announced, listed or awarded within the City of Karratha geographical area or surrounding West Pilbara during the last month.

Project	Company	\$	Details
<b>Equus Project</b>	Hess Exploration Australia and NW Shelf Venture	n/a	A non-binding letter of intent has been signed between the companies for the Hess owned gas to be processed through the Karratha Gas Plant. A final investment decision not expected before 2017.
<b>Pilbara Energy Infrastructure Project</b>	WA Government Synergy	n/a	The WA Government is looking to overhaul the way electricity is delivered to the Pilbara region. The aim of the project is to establish a better governance model for the variety of private and state businesses that play a role in the power grid supporting towns like Port Hedland and Karratha.
<b>Pilbara Iron Ore Project</b>	Rutila Resources Todd Corporation Flinders Mines	n/a	The go-ahead has been given for the proponents to negotiate a state agreement with the WA government to develop an iron ore rail and port project exporting ore via Balla Balla. Construction expected to commence by the end of 2015.
<b>Dampier Floating Deck (DFD)</b>	Asciano (Patrick)	n/a	Asciano subsidiary Patrick has purchased the floating wharf that Apache Corporation is close to completing at Dampier. Patrick will operate the DFD as an open access facility with Apache Energy as the foundation customer.

(Acknowledgement to: Business News)

**5. City of Karratha Small Business Breakfast Briefing for December**

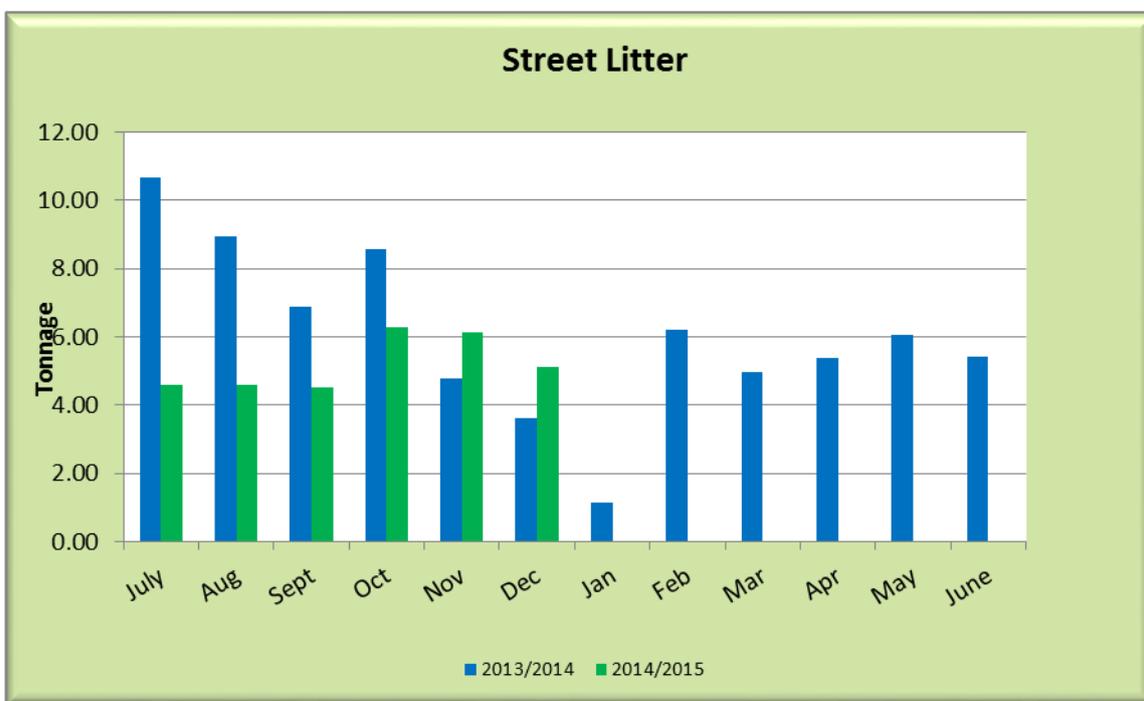
The final business briefing for 2014 was held on December 18<sup>th</sup>. The Karratha and Districts Chamber of Commerce and Industry provided the event organisation as part of the renewed partnership with the City for 2014/15. The briefing was attended by approximately 70 business attendees which was very heartening given it was held in the busy pre-Christmas period. Mayor Peter Long provided the opening and closing presentations with a review of the year that was and the major city initiatives planned for 2015. CEO Chris Adams providing the keynote address, City of Karratha Coming of Age which provided a forward looking economic outlook and how Karratha is well placed to continue growth and development. It was a positive end to the business year for 2014. The City will work with the KDCCI to deliver further informative breakfast briefings in 2015.

**13.11 WASTE SERVICES DATA**

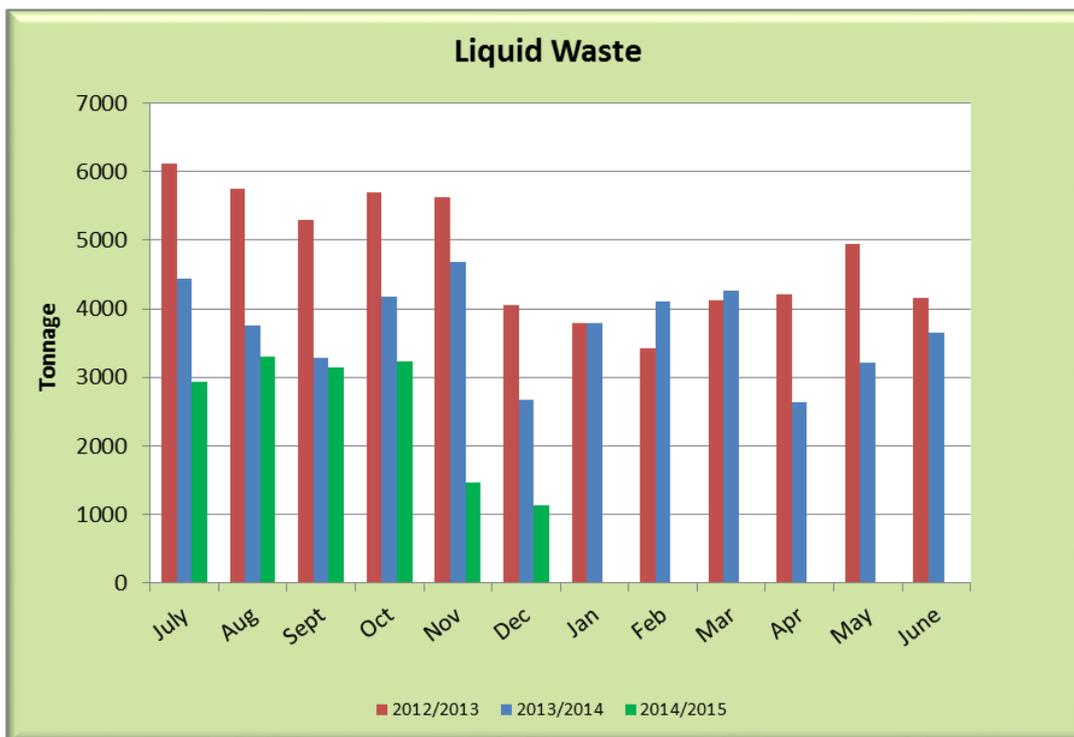
**File No:** WM.2  
**Responsible Executive Officer:** Director Strategic Projects & Infrastructure  
**Reporting Author:** Waste Services Office Supervisor  
**Date of Report:** 7 January 2015  
**Disclosure of Interest:** Nil  
**Attachment(s)** Nil

**PURPOSE**

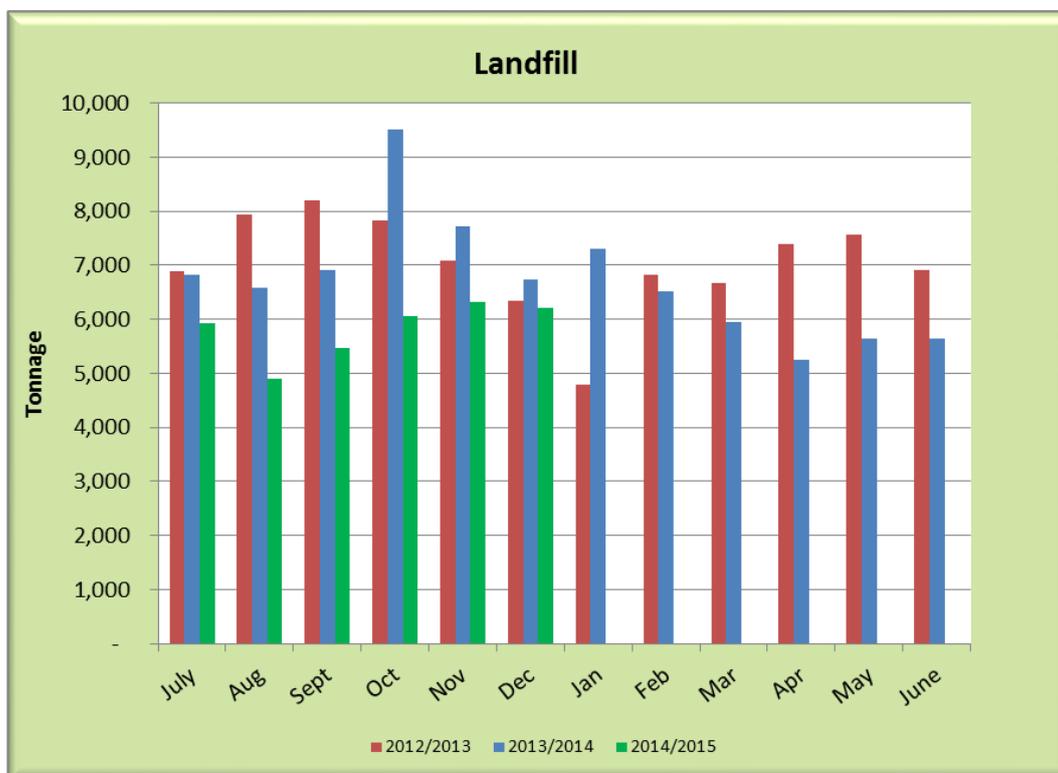
To provide an illustration of Waste Services data collected for the 2014/15 year with comparisons against previous years.



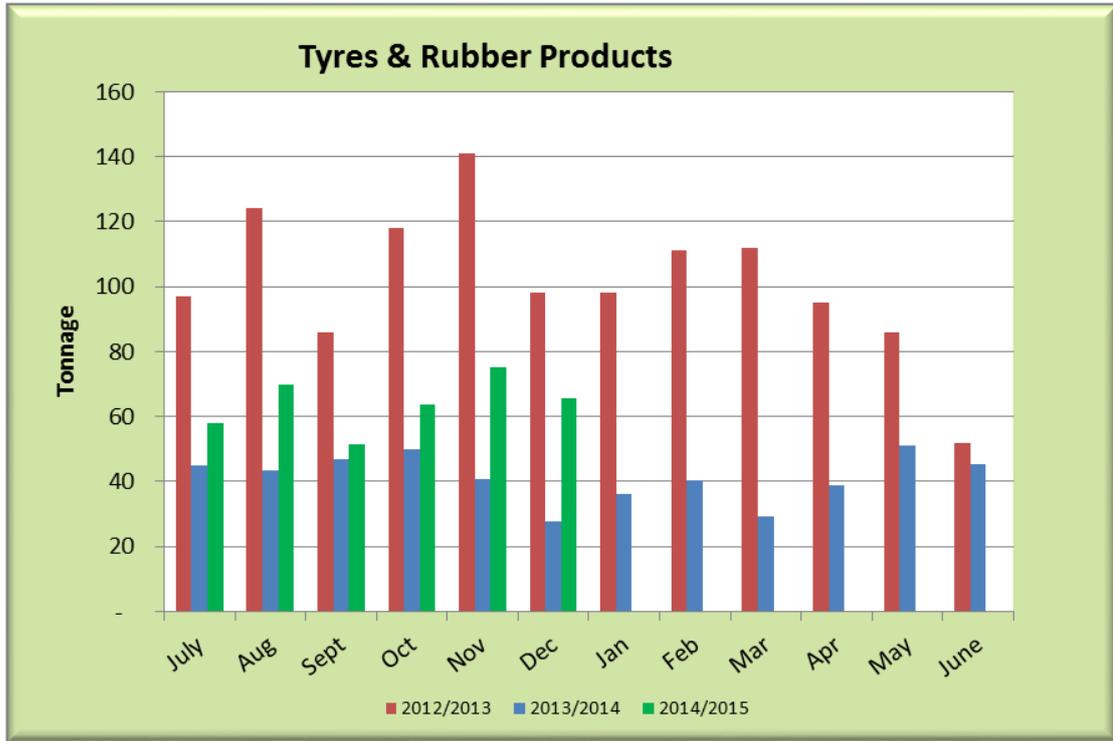
Street Litter collected from Karratha, Dampier, Roebourne, Wickham, Cossack and Point Samson and delivered to the 7 Mile Waste Facility.



Liquid Waste delivered to the 7 Mile Waste Facility. Continued trend of reduction in tonnages from previous years due to downturn in camp populations. Further reductions to tonnages due to Karratha Environmental Crushing commencing operation of liquid waste ponds in competition with the 7 Mile Waste Facility at a reduced tonnage rate.



Total waste, excluding liquid waste and clean fill, delivered to the 7 Mile Waste Facility. Continued trend of reduction in commercial waste tonnages on previous years due to downturn in major project construction activity.



Tyres and Rubber products delivered to the 7 Mile Waste Facility.



The 7 Mile Waste Facility Tip Shop opened 18 October 2014.

**13.12 COMMUNITY SERVICES UPDATE**

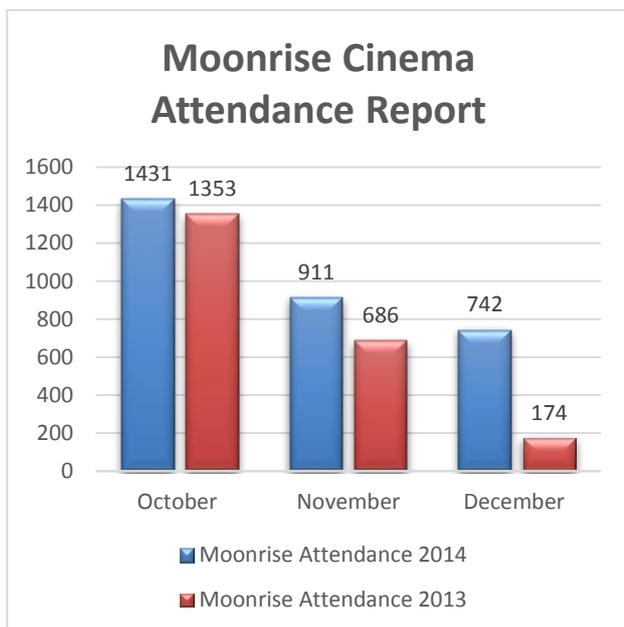
**File No:** December 2014  
**Responsible Executive Officer:** Director Community Services  
**Reporting Author:** Director Community Services  
**Date of Report:** 7 January 2015  
**Disclosure of Interest:** Nil  
**Attachment(s)** Nil

**PURPOSE**

To provide Council an update on activity for Community Services.

**1. LEISURE SERVICES**

**1.1 Moonrise Cinema**

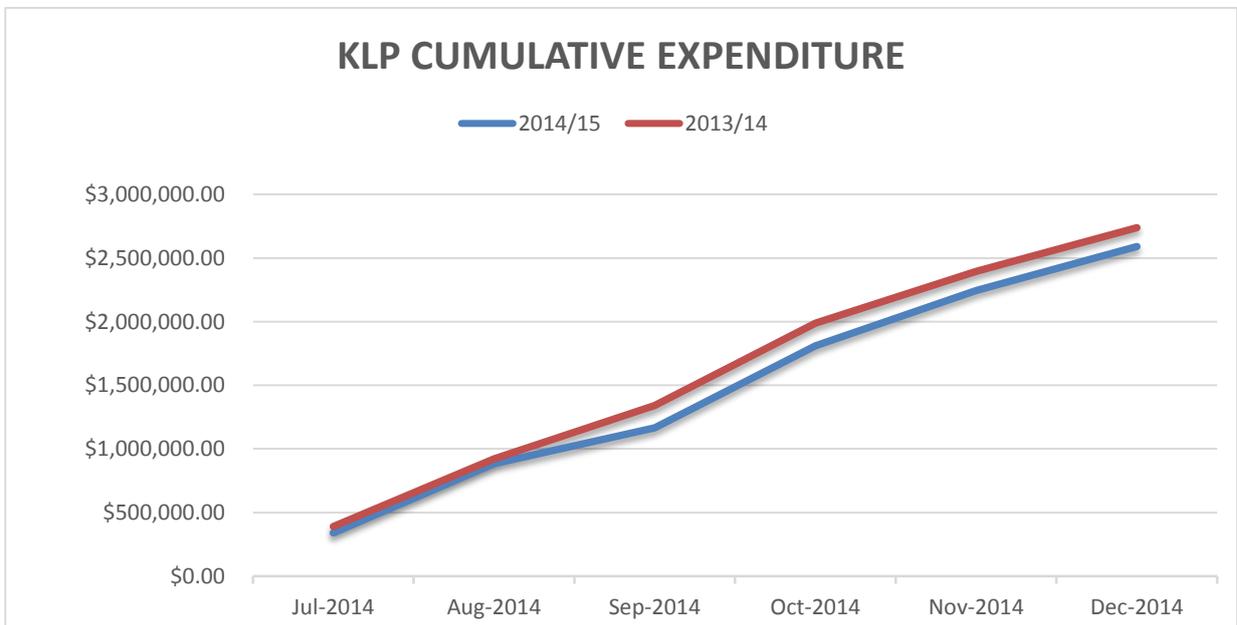
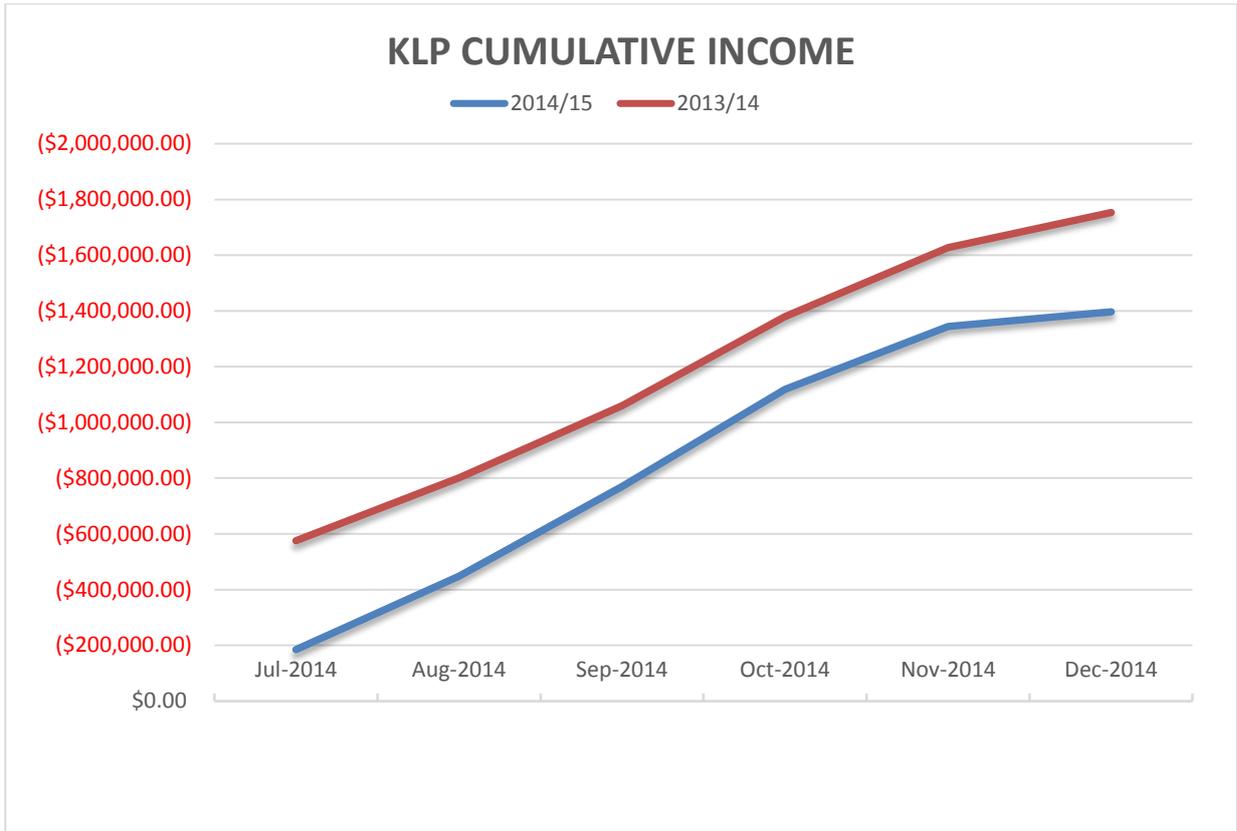


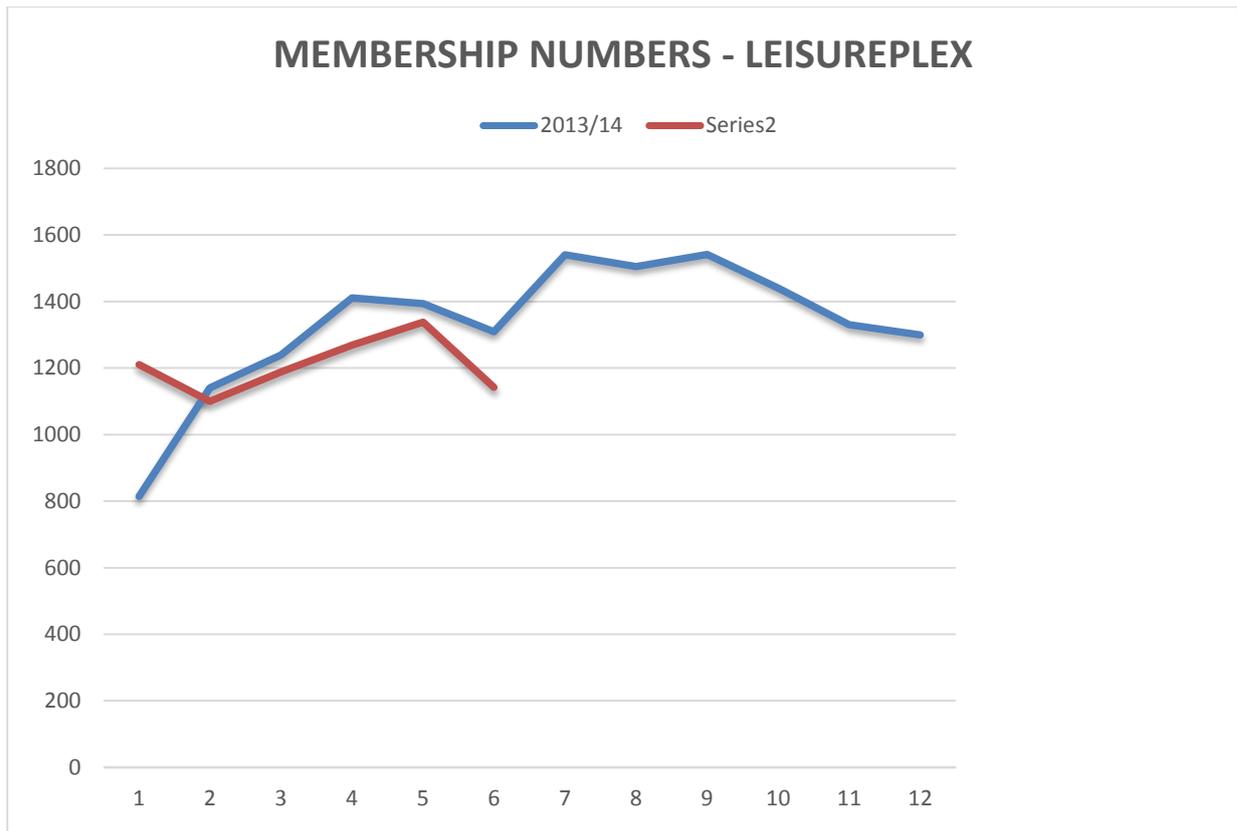
Moonrise Attendance Sept - Nov		
	2014	2013
	423	398
	138	97
	29	402
	314	53
	92	97
	133	105
	115	50
	78	151
	25	-
	84	-
<b>October</b>	<b>1431</b>	<b>1353</b>
	157	76
	131	148
	50	90
	144	96
	38	276
	120	-
	157	-
	88	-
	26	-
<b>November</b>	<b>911</b>	<b>686</b>
	166	174
	58	-
	50	-
	30	-
	50	-
	388	-
<b>December</b>	<b>742</b>	<b>174</b>

**1.2 Karratha Leisureplex**

**a) Leisureplex Membership YTD Activity update**

	Jan 2014	Feb 2014	Mar 2014	April 2014	May 2014	June 2014	July 2014	Aug 2014	Sept 2014	Oct 2014	Nov 2014	Dec 2014	Dec 2013		
<b>CURRENT MEMBERS</b>	1490	1459	1479	1387	1280	1239	1148	1049	1118	1206	1206	915	1220		
<b>SUSPENDED MEMBERS</b>	50	46	62	54	50	61	62	51	70	63	70	227	89		
<b>TOTAL MEMBERS</b>	1540	1505	1541	1441	1330	1330	1210	1100	1188	1269	1338	1142	1309		
<b>TREND</b>	18%	-2%	2%	-6%	-8%	-2%	-7%	-9%	8%	7%	5%	-15%	-6%		
<b>MEMBER VISITS</b>															
<b>FULL MEMBER</b>	3737	4764	4099	3146	3138	2502	2451	2597	2745	3550	4052	2584	3345		
<b>GYM MEMBER</b>	1515	2201	1805	1527	1541	1522	1713	1675	1763	1898	1898	1457	1314		
<b>POOL MEMBER</b>	1699	1969	1489	774	551	259	227	410	917	1789	1816	1203	1092		
<b>GROUP FITNESS MEMBER</b>	549	1329	399	500	450	351	355	351	432	477	529	331	459		
<b>24 HOUR MEMBER</b>	1622	2256	2238	2303	2377	2203	1971	2346	2665	27	2761	2359	1559		
<b>TOTAL MEMBER VISITS</b>	<b>9122</b>	<b>12519</b>	<b>10030</b>	<b>8250</b>	<b>8057</b>	<b>6837</b>	<b>6717</b>	<b>7379</b>	<b>8522</b>	<b>10461</b>	<b>11056</b>	<b>7934</b>	<b>7769</b>		
<b>TREND</b>	<b>17%</b>	<b>37%</b>	<b>-20%</b>	<b>-18%</b>	<b>-2%</b>	<b>-15%</b>		<b>10%</b>	<b>15%</b>	<b>23%</b>	<b>6%</b>	<b>-28%</b>	<b>-33%</b>		
<b>MEMBER VISIT RATIO / MONTH</b>	<b>6.1</b>	<b>8.6</b>	<b>6.8</b>	<b>5.9</b>	<b>6.3</b>	<b>5.5</b>	<b>5.9</b>	<b>7.0</b>	<b>7.6</b>	<b>8.7</b>	<b>8.7</b>	<b>8.7</b>	<b>6.4</b>		
	TOTAL		Jan 2014	Feb 2014	March 2014	April 2014	May 2014	June 2014	July 2014	Aug 2014	Sept 2014	Oct 2014	Nov 2014	Dec 2014	Dec 2013
<b>AQUATIC</b>	55003	49%	16628	23895	19924	9700	4783	2820	3670	5317	9477	15915	20724	14655	12338
<b>GYM</b>	31076	28%	3263	4388	3605	2936	2885	2642	5312	5652	6191	6867	7054	5443	2848
<b>PERSONAL TRAINING</b>	1279	1%	68	137	181	234	399	328	169	75	275	305	455	254	111
<b>GROUP FITNESS</b>	13632	12%	2295	5427	3798	2492	2977	2415	2234	2020	2844	3119	3415	1920	1935
<b>CRECHE</b>	7174	6%	985	1580	1391	1221	1376	1062	1173	1174	1414	1805	1608	954	651
<b>MINI GOLF</b>	2447	2%	742	483	486	660	284	390	868	381	344	469	385	592	488
<b>HOLIDAY PROGRAM</b>	1193	1%							556	0	119	518	0	322	
<b>TOTAL RECORDABLE VISITS</b>	111347	99%	23981	35910	29384	17243	12703	9656	13425	14619	20664	28998	33641	23818	18421
<b>OTHER VISITS</b>			7194	10773	8815	5173	3811	2897	4028	4386	6199	17002*	34427	18572	5526
<b>TOTAL VISITS</b>	222098		31175	46683	38200	22416	16514	12553	25850	29005	40960	58215	68068	42390	23947
<b>TREND</b>			30%	50%	-18%	-41%	-26%	-24%		9%	41%	40%	16%	-29%	-37%
<b>Group Fitness av / class</b>			14.75	15.15	16.3	12.52	11.77	10.78	10.02	12.05	12.7	13.1	14.72	13.33	
<b>Swim school participants</b>				820	820	459	459	459	422	422	422	786	786	786	





**WICKHAM SPORTING PRECINCT**

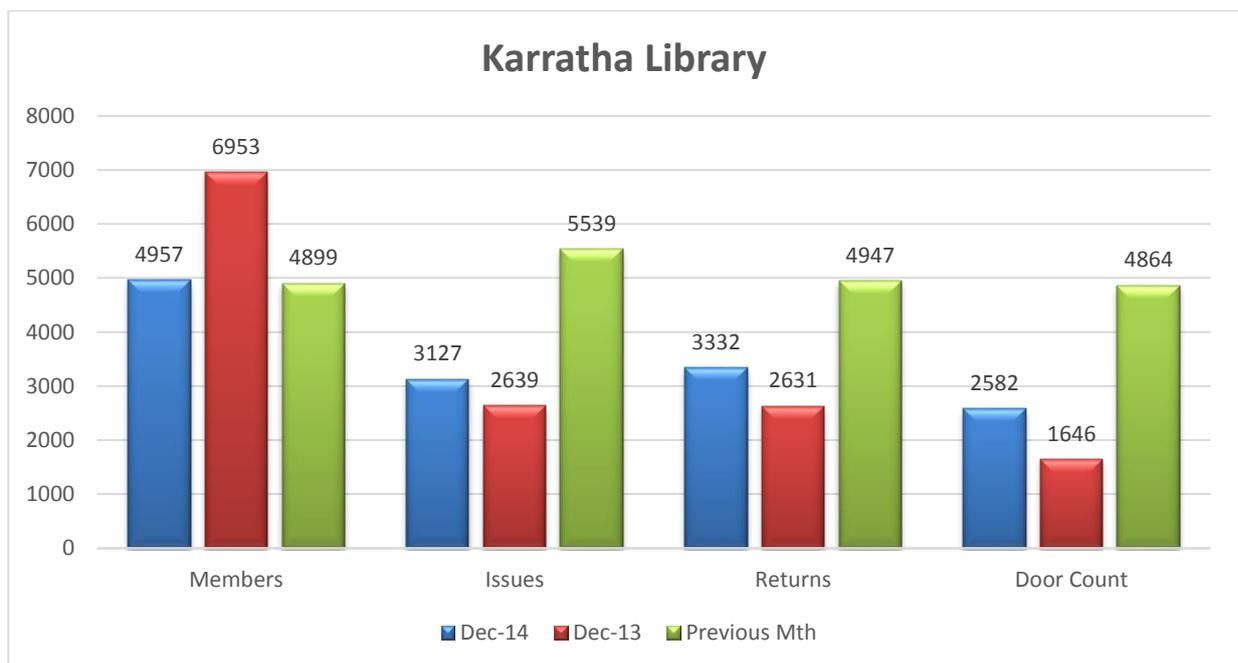
	November	December
<b>TOTAL MEMBERS</b>	212	188
<b>POOL ATTENENDANCE</b>	1796	1711
<b>GROUP FITNESS AVERAGE/CLASS</b>	6.29	4.86
<b>GROUP FITNESS CLASSES</b>	66	52
<b>GROUP FITNESS TOTAL PARTICIPANTS</b>	415	253

## 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)
1 – 6 Dec	4912	972	927	14	775	135	34
8 – 13 Dec	4928	756	954	15	893	123	35
15 – 20 Dec	4952	950	988	24	667	104	18
22 – 24 Dec	4957	449	463	5	247	33	5



#### Memberships:

- 1.2% increase in memberships compared to November 2014.
- 28.7% decrease since December 2013.

#### Loan issue:

43.5% decrease in issues compared to November 2014

- 18.4% increase since December 2013.

#### Returns:

- 46.9% decrease in returns compared to November 2014.
- 56.8% increase since December 2013.

#### Door count (includes out of library visits to schools):

- 46.9% decrease in door count compared to November 2014.
- 56.8% increase since December 2013.

#### Other information:

- 395 members used the computers December 2014 compared to 536 in November 2014
- 92 non-members utilising the machines in December 2014 and 106 in November 2014.

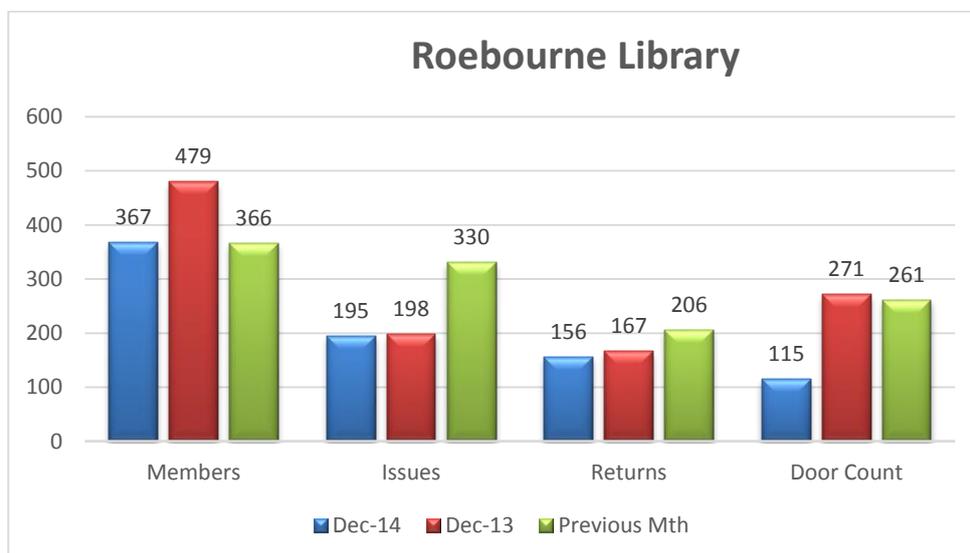
- 7 people attended the computer training workshops.
- 26 enquiries received about the 3D printer. New 3D scanner arrived in December.
- Tagging of all Karratha stock completed on 24 December 2014 in line with the RFID project.

Income:

- \$1,756.56 for December.
- \$130.59 Trust deposits, lost or damaged goods.

**b) Roebourne Library Statistics**

Week	Number of Members	Issues	Returns	New Patrons	Door	Computer usage (Members)	Computer usage (non- Members)
1 - 6 Dec	366	31	32	0	34	4	0
8 - 13 Dec	367	62	13	0	30	4	1
15 - 20 Dec	367	62	86	0	31	4	1
22 - 24 Dec	367	40	25	0	20	1	1



Memberships:

- 0.2% increase in memberships compared to November 2014.
- 23.3% decrease since December 2013.

Loan Issues:

- 40.9% decrease in issues compared to November 2014.
- 1.5% decrease in issues compared to December 2013.

Returns:

- 24.2% decrease in returns compared to November 2014.
- 6.5% decrease since December 2013.

Door count:

- 55.9% decrease in door count compared to November 2014.
- 57.5% decrease since December 2013.

Other Information

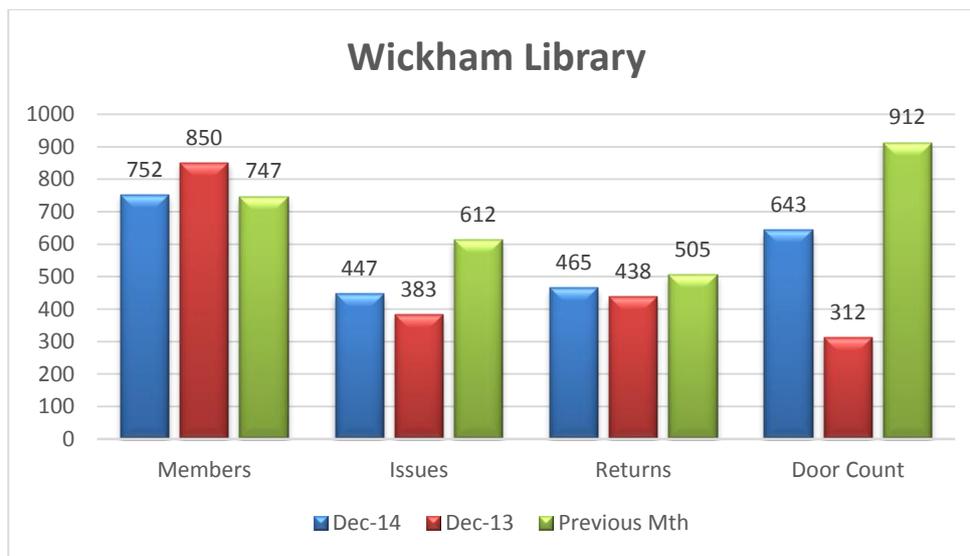
- RFID tagging commenced on 19 December – 5% complete

Income:

- \$81.30 Library Revenue
- \$188.00 Income

**c) Wickham Library Statistics**

Week	Number of Members	Issues	Returns	New Patrons	Door	Computer usage (Members)	Computer usage (non- Members)
1 - 6 Dec	748	123	121	1	167	17	6
8 - 13 Dec	748	149	127	0	194	9	1
15 - 20 Dec	750	134	177	2	267	4	1
22 - 24 Dec	752	41	40	2	15	0	0



Memberships:

- 0.7% increase in memberships compared to November 2014.
- 11.5% decrease since December 2013.

Issues:

- 26.9% decrease in issues compared to November 2014.
- 16.7% increase since December 2013.

Returns:

- 7.9% decrease in returns compared to November 2014.
- 6.1% decrease since December 2013.

Door count:

- 29.4% decrease in door count compared to November 2014.
- 106% increase since December 2013.

Other Information:

- Memory house activity attracted 137 people into the library.
- RFID tagging complete

Income:

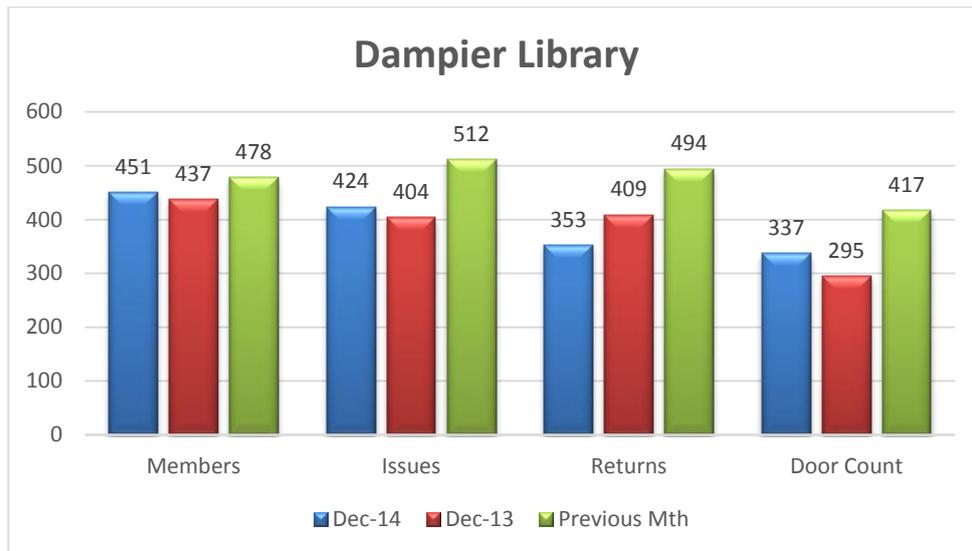
- \$94.10 Library Revenue
- Cyclone screens moved closer to the windows on 24 November, 2014

Income:

- \$99.10 Library Revenue

**d) Dampier Library Statistics**

Week	Number of Members	Issues	Returns	New Patrons	Door	Computer usage (Members)	Computer usage (non-Members)
1 - 6 Dec	480	72	70	2	90	11	0
8 - 13 Dec	482	93	104	2	129	7	0
15 - 20 Dec	454	144	77	0	77	9	0
22 - 27 Dec	451	115	102	1	41	6	0



**Memberships:**

- 5.6% decrease in memberships compared to November 2014.
- 3.2% increase since December 2013.

**Issues:**

- 17.1% decrease in issues compared to November 2014.
- 4.9% increase since December 2013.

**Returns:**

- 28.5% decrease in returns compared to November 2014.
- 15.8% decrease since November 2013.

**Door count:**

- 11% decrease in door count compared to October 2014.
- 13.6% decrease since December 2013.

**Other Information:**

- Disposal of assets commenced to reduce items for move to temporary location.

**Income:**

- \$278.40 Library Revenue

**e) Story Time and Rhyme Time**

**Combined attendance – December 2014**

Week	Story Time	Rhyme Time*
1 - 6 Dec	80	77
8 - 13 Dec	102	46
15 - 20 Dec	167	32
22 - 24 Dec	0	8

- *Rhyme Time was not conducted at Roebourne Library. Storytime conducted weekly in all libraries (Karratha – no story time over school holidays).*

**f) Resourcing**

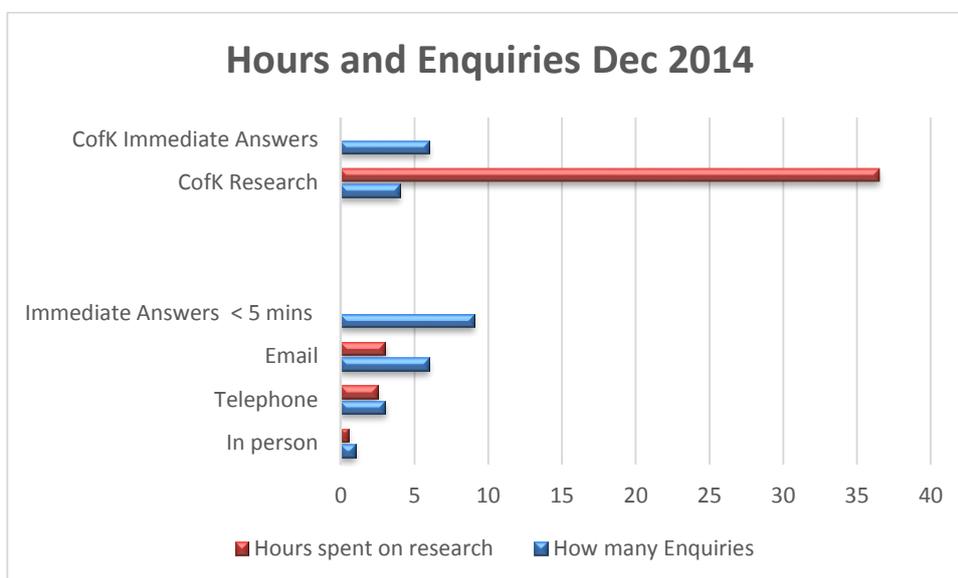
- 924 items added to the collection (excluding eresources).
- 855 items deleted from stock (including exchange items).

**g) Other**

- RFID tagging is ongoing. Karratha and Wickham libraries are now complete.

**h) Local History**

Enquiries	Internal (CoK)	External (directed to LH staff)	Tourist enquiries across libraries only (not LH staff)
November	2	16	21
December	0	19	2



**Other information:**

- Karratha Artwork Audit commenced - 80% complete
- Archiving Road Board books & storing in compactus - 85% complete

**3. COMMUNITY DEVELOPMENT**

**a) Indigenous Engagement**

Overview of meetings attended between January – December 2014 in relation to Indigenous Engagement:

Month	Number of Meetings attended by Community Development Officer/s
January	0
February	18
March	9
April	9
May	10
June	3
July	13
August	19
September	15
October	21
November	21
December	8
<b>TOTAL</b>	<b>131</b>

Groups engaged to date include: Ngarliyarndu Bindirri Aboriginal Corporation, Act Belong Commit, Yaandina Family Centre, Ngarluma Yindijibarndi Foundation Limited, Juluwarlu Group Aboriginal Corporation, Murdoch University, Yindijibarndi Aboriginal Coporation, Roebourne Resource Centre, Roebourne Children and Family Centre, Ngaruluma Yindijibardi Foundation Limited, Roebourne District School, BighART, REFAP, Woodside, Fresh Start, Weeirana Street Media, Medicare Local, Ngarda Media,IBN and Medicare Local.

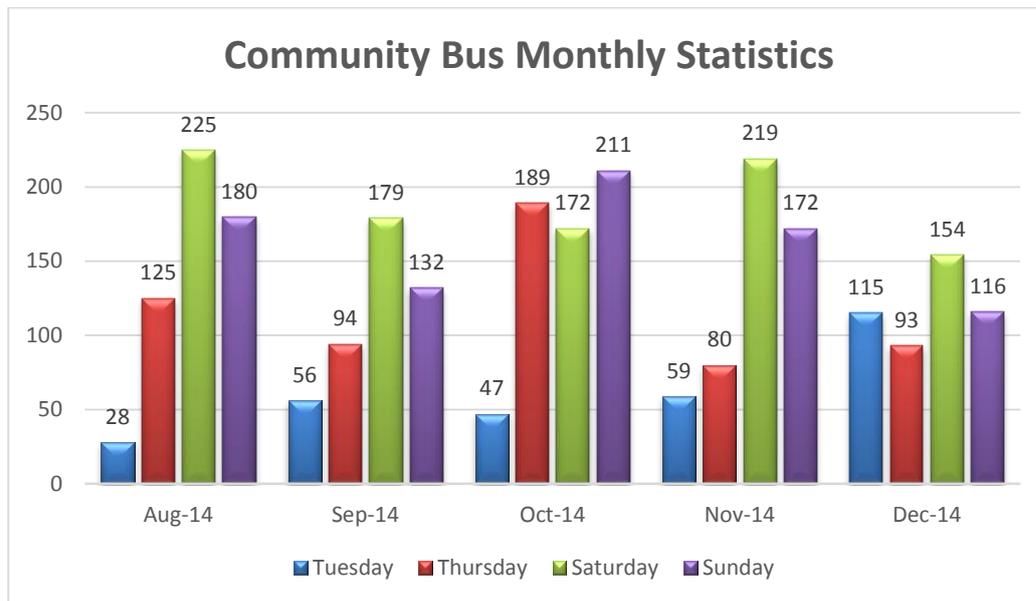
**b) Art Exhibitions**

- Soul Café - Loreen Samson
- Karratha Library - Diane Campbell
- Jamaica Blue - Fleur Diamond.

**c) Seniors**

Event	Location	Number of attendees
Karratha/Dampier Seniors Christmas Party	Karratha	45
Eastern Corridor Seniors Christmas Party	Roebourne	43
Movie Screening: Love Actually	Karratha	8

**d) Community Bus**



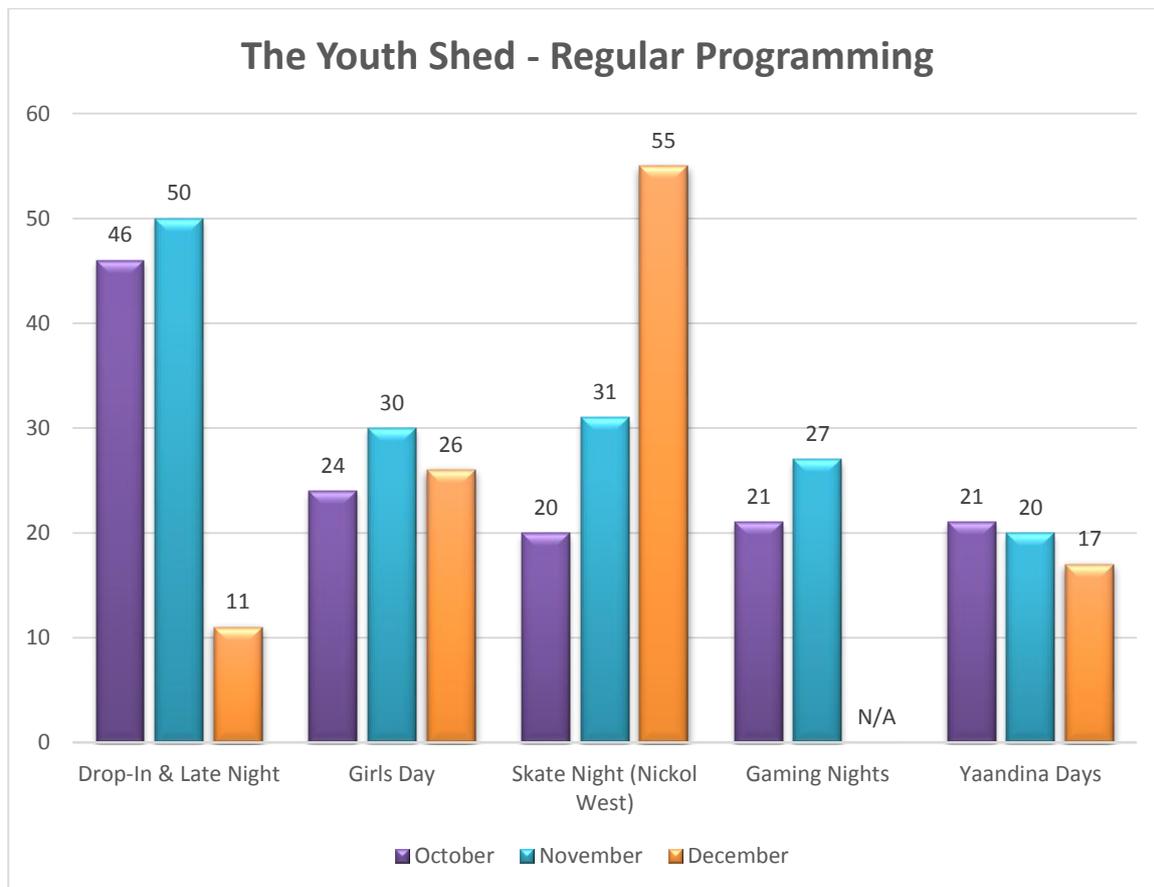
- It is noted that Christmas Day was a public holiday therefore the Community Bus service did not operate on Thursday 25 December 2014.

Number of Services provided from November 2013 to December 2014 are as follows:

- Tuesday – 58
- Thursday – 55
- Saturday – 57
- Sunday – 57

### 3.2 YOUTH SERVICES

#### a) The Youth Shed – Regular Programming



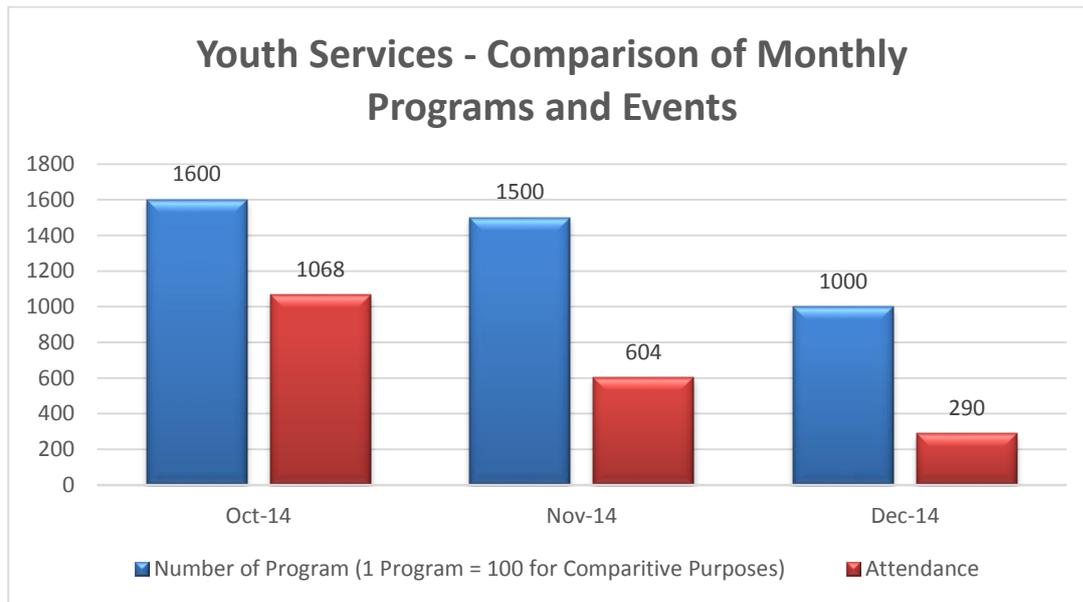
- Gaming Nights did not occur due to December closure period.

#### b) Youth Shed – Youth Events (Programs change monthly)

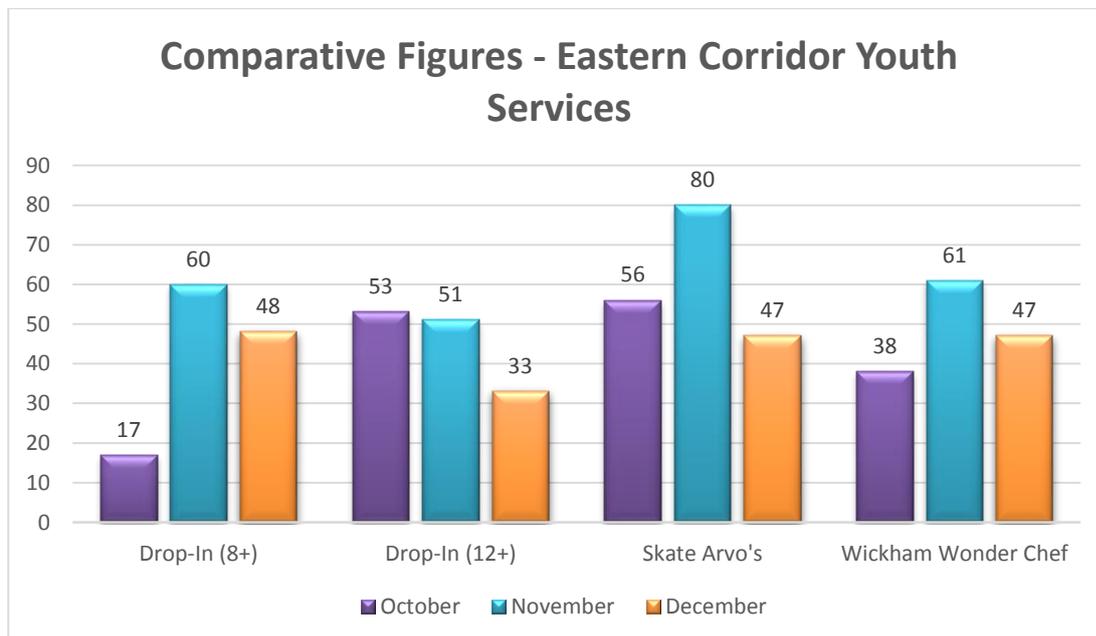
Program	November	December
Laser Tag	19	N/A
Themed Dance Party	N/A	N/A
School Holiday Program	N/A	N/A
Dribble Beat Crave	13	6

- N/A – programs did not occur due to December closure period.

**c) Comparison of Monthly Programs & Events**

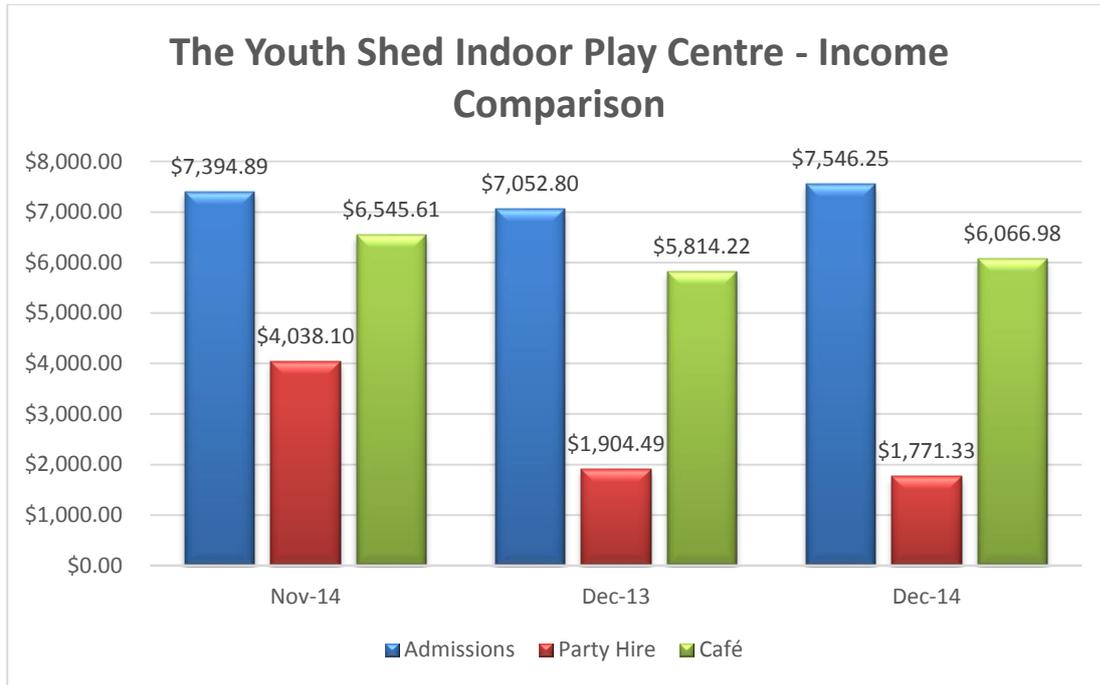


**d) Eastern Corridor Youth Services – Regular Programming**



- The Skate Arvo numbers has been declining due to the heat.
- Decrease in number of programs and attendance due to December closure period.

**e) Youth Shed Indoor Play Centre**



**13.13 ROEBOURNE ADVISORY GROUP MINUTES JANUARY 2015**

<b>File No:</b>	<b>CS.4</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Community Development Coordinator</b>
<b>Date of Report:</b>	<b>6 January 2015</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Roebourne Advisory Group Draft Meeting Minutes January 2015</b>

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**PURPOSE**

To present to Council draft minutes of the Roebourne Advisory Group (RAG) meeting, held 5 January 2015.

**BACKGROUND**

Roebourne Advisory Group (RAG) meetings are held on the first Monday of every month, with the January meeting being held on 5 January 2015:

A summary of the key matters considered at this meeting were:

1. Acknowledged the appointment of Susan Smith to the Roebourne Advisory Group at December Ordinary Council Meeting (15 December 2015).
2. Approval of a draft letter to the CEO, City of Karratha requesting wheelie bins made of steel be installed at Village Park for regular collection.
3. Approval of a draft letter to Roebourne School, Roebourne Art Group and Yinjaa-Barni Art Group requesting their involvement in designing signs for Jubilee Park.
4. Application requesting \$1,000 (ex. GST) was received from Ngarluma Yindjibarni Foundation Limited (NYFL) to purchase food for a Parent Support Group for families with children who have additional needs. The application was supported by the Group on condition that the organisation works collaboratively to deliver the program including EPIC, Disability Services Commission, Roebourne Children and Family Centre and Roebourne School.
5. Application requesting \$7,500 (ex. GST) was received from Saints CMC in December for Cambodia Challenge. This application was not supported by the Roebourne Advisory Group due to there being no direct benefit to the Roebourne community.
6. Roebourne Advisory Group raised concerns regarding the limited number of structured activities for children and youth during the Christmas and New Year period. It was also identified that school holiday programs in Roebourne operate from 11am until 4pm with no activities in the evening. Officers requested Cr. White-Hartig and Ruth Ellis, as Yaandina Board members, raise the enquiry regarding the limited late afternoon/evening activities at the next available Yaandina Board meeting.

7. Volunteers are currently offering activities during the evening included football, basketball, puzzles, colouring and games. These activities are well attend with between 15 – 30 young people attending each program.
8. Community members have reported sighting black spots whilst utilising the Roebourne swimming pool and enquired about the state/cleanliness of the pool. On Monday 5 January 2015 Geoff Heaton, Manager Roebourne Aquatic Centre provided a response to the enquiry confirming these black spots are purely cosmetic, although unsightly does not pose any risks to the pool user, and is quite common in aging pools.
9. Variable message signage being considered for Roebourne to help slow down traffic on the main street. Concerns over traffic movements are ongoing.

Whilst meetings are open for members of the community to attend, no community members attended the January meeting.

### **CONCLUSION**

The draft minutes of the Roebourne Advisory Group (RAG) meeting, held 5 January 2015 are presented for Council consideration.



**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**

Cr White-Hartig declared an Impartiality interest in Late Item 16.1 Financial Support for the Karratha Visitor Centre as Cr White-Hartig is a Member of the Karratha Visitor Centre. Cr White-Hartig did not leave the Chambers as this disclosure does not restrict the ability for Cr White-Hartig to vote on this matter.

### **16.1 LATE ITEM - FINANCIAL SUPPORT FOR THE KARRATHA VISITOR CENTRE**

<b>File No:</b>	<b>ED.5</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>20 January 2015</b>
<b>Applicant/Proponent:</b>	<b>Karratha Visitor Centre (KVC)</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>1. Karratha Visitor Centre Funding Request Letter 2. Funding Proposal</b>

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#### **PURPOSE**

For Council to consider its level of financial support for the Karratha Visitor Centre and operational model going forward.

#### **BACKGROUND**

The City of Karratha has been a long term supporter of Visitor Centres in both Karratha and Roebourne. Council has traditionally provided significant funds annually towards the operation and management of the facilities and services that are run by independent committees that operate the Visitor Centres. Council's investment in Visitor Centres and visitor servicing is very high in comparison to other Local Governments.

In January 2011, Council wrote to both visitor centres requesting that they develop new three year strategic plans to take them to the next level of sustainable development and operation. They were requested to identify opportunities for partnerships with industry and identify opportunities for revenue generation and product development. It was made clear that ongoing funding at the current levels was unsustainable and that the business plans needed to reflect a decreasing reliance on Council funds for operation.

The operating models of the two visitor centres again came under scrutiny in September 2013. Council resolved to request the CEO to commence discussions with both Visitor Centre Management and Boards regarding operating and financial models for the 2014/15 financial year and beyond. A detailed discussion document was prepared containing visitor centre funding history, incomes and expenditure, return of investment and visitor numbers compared and contrasted over the previous six years.

On 11 December 2013, a Visitor Information Services Review Meeting was held with representatives from both visitor centres boards, management, staff and Council officers. Discussion took place on various matters including:

- Historical funding models;
- An analysis of visitor centre performance over the previous six years; and
- Various visitor centre operational models that operate elsewhere in WA.

A commitment was made by the visitor centres to have further discussions between the respective boards and management and consider the various operational models with a view of identifying their most desired options and arriving at a position by the end of February 2014.

On 12 March 2014, the Manager of the KVC, wrote to the City of Karratha CEO advising that the KVC had done all it could to invite Roebourne Visitor Centre into a merger with the KVC, however the RVC Board had voted not to merge with Karratha. The KVC Board would then discuss “where to next” at their next Board meeting.

At the Council Agenda Briefing of 13 March 2014, the Chief Executive Officer provided a status update to Council and described the visitor centre positions as:

- Karratha VC – open to a merger proposal with the RVC and open to other proposals.
- Roebourne VC – not supportive of a merge with the KVC and have commenced preliminary discussions with Ngarluma Yindjibarndi Foundation Limited and Ngarluma Aboriginal Corporation regarding potential funding.

At its April 2014 Ordinary Council Meeting, Council considered a report on this matter and resolved that:

- a) Council does not support funding at the current levels and with the current operational and management model for the 2014/15 financial year and beyond;
- b) Council’s preference is for the Karratha Visitor Information Service to come in-house and operate as a Shire of Roebourne function;
- c) Council is willing to work with the Karratha Visitor Centre Board and Management to achieve a smooth transition for commencement under the Shire’s management by 2015; and
- d) Council will allocate \$145,436.50 (ex GST) (50% of 13/14 FY) to facilitate continued operations under the current management model until 31 December 2014.

The A/CEO requested that the KVC Board consider Council’s resolution and provide a response by 30 May 2014.

On 29 May 2014 the Manager of the KVC, replied to the above communication and advised that it was discussed at length at the May 22 KVC Board meeting and that the KVC agreed in principal for the KVC to come in house and operate as a Shire of Roebourne facility. Further that the Board members unanimously decided that this was indeed the best course of action to secure visitor servicing in the Shire of Roebourne and “warmly welcome” the potential new direction.

As a consequence of this communication, Council officers developed a transitional funding agreement which was agreed to and signed off by the Chairperson of the Karratha Visitor Centre. One of the new obligations of this transitional funding agreement was that the KVC Board Chairperson and Manager be actively involved in the transition of the KVC into the City of Karratha management and operations as required including, but not limited to:

- a) Participating in meetings and workshops
- b) Providing any additional information as requested
- c) Providing input into draft documents and proposals.

Based on the KVC advice, City officers discussed the various issues that would need to be resolved to enable the proposed transition. A Draft Transition Management Plan (TMP) was provided to the KVC board on 20 June, 2014 for comment. Subsequent to that, two meetings were held with KVC board members and staff to discuss the draft TMP and proposed management transition (July 22 and August 15.) At that time the agreement was that the KVC would provide formal feedback on the TMP.

On October 17, 2014, the City's CEO wrote to the KVC Chair, advising that the formal feedback had not been received in relation to the above matters and requested that feedback on the draft TMP be provided in the near future.

On November 10, 2014, the Manager of the KVC responded advising of the annual elections of the KVC and that a new board had been elected. Additionally, he advised that the Board had resolved to request the City of Karratha commit to the continuation of funding of the KVC until the end of the 14/15 financial year and to this end that the Board provide a briefing to Council at the December OCM 2014. A Board presentation was arranged for the Council Briefing Session on the 8/12/14 and on the 9/12/14 the KVC provided a copy of the report the presentation.

The CEO provided a response to the KVC presentation on the 12 December 2014 advising that it was unclear as to the level of support that was being requested. The KVC was requested to provide a proposal that:

- Outlined the proposed KPI's for the visitor centre for the 2014/15 financial year in return for the City's investment in the service.
- Detailed the current financial position of the KVC.
- Outlined the current YTD budget/actuals and proposed budget for the remainder of the 2014/15 Financial Year.
- Specified which new initiatives are proposed to be undertaken in 2014/15 and what impact that they will have on the Budget and/or Council's investment.

On 15 January 2015, a Karratha Visitor Centre Funding Proposal was provided (see attachment). The documentation articulated that the new Board are not in favour of the KVC coming in-house under the City of Karratha management however wish to remain an independent incorporated association. This is a complete turn-around of the Board's position from the May 2014 Board Meeting and is contrary to Council's preferred position as adopted in April 2014.

The KVC have requested that the City of Karratha continue to fund the KVC at the current level until the end of the 2014/15 financial year during which time the KVC would engage a consultant to:

- a) reinvigorate the KVC Strategic Plan;
- b) provide a business plan to enable the KVC to operate as a business, less reliant on grant funding; and
- c) assist the KVC in developing new revenue streams.

The Karratha Visitor Centre Funding proposal provided:

- a) an overview of their financial position and a statement that should no further funding be provided by the City of Karratha that the KVC would only be able to operate until mid to late February 2015;
- b) a list of suggested additional KPIs; and
- c) a list of new initiatives with some indicative costings, potential revenues and broad rationale. These include:
  - i. KVC mobile coffee van Setup \$50,000 Annual Revenue \$295,000 - \$350,000
  - ii. Coin Operated Laundry Setup \$25,000 Annual Revenue \$10,000

- iii. Coin Operated Showers Setup \$15,000 Annual Revenue \$3,000
- iv. Eco-accommodation Setup \$1.5 million Annual revenue \$50,000

Further the economic viability and due diligence on these items will need to be undertaken prior to implementation. For Council to effectively evaluate, a more detailed business case for each initiative would be required which clearly articulates the demonstrated need for the service, Council also needs to take a cautious approach to subsidising any KVC business opportunities which may be regarded as competing with existing enterprises within the district and needs to be conscious that the KVC facility is on State Government Reserve land that is provided to Council for the specific purpose of Visitor Centre. These use/s may not be considered to be consistent with this purpose.

The CEO advised the KVC that the City of Karratha would review the funding request and endeavour to put up a report to the January 2015 Ordinary Council Meeting.

### Financial Performance

The following table provides a comparison of first half actuals compared to second half budget.

	2014 July-Dec Actual	2015 Jan - June Proposed (\$)
<b>Income</b>		
Memberships	\$5,320	\$4,500
Funding and Grants	\$145,436.50	\$202,936
Gallery and auditorium Hire	\$337.45	\$1,200
Total tours	\$33,881.13	\$27,450
Total shop Sales	\$106,098.11	\$87,250
Total Other Income	\$9,672.40	\$36,060
Permits and passes	\$11,416.54	\$11,300
<b>TOTAL</b>	<b>\$312,162.13</b>	<b>\$370,696</b>
<b>Expenditure</b>		
Staff Related Costs	\$172,433.37	\$165,010
Vehicles	\$28,004.23	\$4,650
Tour Costs	\$2,795.45	\$5,150
Stock	\$54,955.69	\$50,000
Office	\$41,608.73	\$18,000
Repairs & Maintenance	\$4,691.66	\$3,260
Utilities	\$13,617.38	\$11,290
Housing	\$9,765.26	\$7,050
Building/Grounds Upgrades	0	\$75,000
Total Insurances	\$15,428.18	0
Other	\$1,537.14	\$13,770
<b>TOTAL</b>	<b>\$303,132.81</b>	<b>\$289,410</b>
<b>NETT PROFIT/(LOSS)</b>	<b>(\$42,897.78)</b>	<b>\$44,136</b>

Issues/queries that remain with the budget include:

- Continued high reliance on City investment to subsidise facility/service operation (Additional \$145,436 requested for Jan –Jun 2015 period).
- No clear articulation of the breakdown in the funding request between operation funding, capital works and new initiatives. The Manager of the KVC has advised verbally that the \$75,000 for Building/Grounds upgrades is intended for upgrades to KVC Building infrastructure – replacement of front counter area flooring / upgrade of ablutions. The Manager has further advised that additional grant money, over and above Council contribution, will come from Rio Tinto for which an in-principle agreement is in place.
- Unclear as to why \$145,436 Council support is being requested for the Jan-Jun period when nett loss for the period (excluding Council contribution is \$101,000).

Given the extended discussions and negotiations on this matter and varying views that have been expressed, clear direction is required from Council on how it wishes to proceed. If Council resolves that it is willing to support the continued operation of the KVC under a similar model to the current operations (as per the KVC Board request), it is recommended that funding be provided for the 2015 calendar year (as a minimum) to give KVC Board, Council and staff clarity on the future of visitor servicing for the short/medium term. Any shorter funding period would place continued uncertainty and in relation to this matter

#### **LEVEL OF SIGNIFICANCE**

In the context of Council Policy CE8 Significant Decision Making Policy, the funding of Karratha Visitor Centre is significant due to an expenditure over \$300,000.

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

The CEO has lead discussions with the KVC regarding this matter and provided updates to Council at Agenda Briefing sessions. The KVC provided a briefing to Councillors and Senior Officers at the December Agenda Briefing 2014.

#### **COMMUNITY CONSULTATION**

Various consultations have been undertaken regarding this matter.

#### **STATUTORY IMPLICATIONS**

There are no statutory implications.

#### **POLICY IMPLICATIONS**

There are no policy implications.

#### **FINANCIAL IMPLICATIONS**

Council's 2014/15 Budget has an allocation of \$319,960 (incl. GST) for Karratha Visitor Servicing. Year to date expenditure is \$159,980 (incl. GST).

Whilst Council has allocated \$319,960 (incl. GST) it has clearly indicated over a number of years that ongoing funding at the current levels was unsustainable and that the business plans needed to reflect a decreased reliance on Council funds for operation.

The primary issues for Council's consideration are the quantum of funding that it is proposing to contribute to the KVC for the remainder of 2014/15 and the ongoing operational and management model.

The KVC is of the view that it will have insufficient funding available to continue to operate the facilities and services at the current level without further City funding above that that has already been provided this financial year.

#### **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 2014-2015 provided for this activity:

Our Program:	2.a.3.1	Support Tourism and Visitor Centre Development.
Our Services:	2.a.3.1.1	Support visitor information services within the municipality.

#### **RISK MANAGEMENT CONSIDERATIONS**

Council should be aware that if no additional funding was to be provided by the City of Karratha that the KVC may face severe operational difficulties potentially leading to cessation of operations at some point in the future.

Council ought to take a cautionary approach to consideration of funding new business initiatives by the KVC to ensure they will not be perceived as competing with existing Karratha businesses.

### **IMPACT ON CAPACITY**

There is no impact on capacity or resourcing to carry out the Officer's recommendation. However if Council were to agree to providing officer level assistance in respect to KVC grant applications, that would impact on staff resourcing.

### **RELEVANT PRECEDENTS**

Council has been the principal funding partner of the visitor centres for over a decade.

### **VOTING REQUIREMENTS**

Simple Majority or Absolute.

### **OPTIONS:**

#### Option 1

That Council by SIMPLE Majority pursuant to Section 5.42 and Section 6.8 of the *Local Government Act 1995*, RESOLVES to ADVISE the Karratha Visitor Centre Committee that it will not provide any further funding for the Karratha Visitor Centre, and that Council reaffirms its position that visitor information services is best placed to come in-house under City of Karratha management.

#### Option 2

That Council by ABSOLUTE Majority pursuant to Section 5.42 and Section 6.8 of the *Local Government Act 1995*, RESOLVES to ADVISE the Karratha Visitor Centre Committee that it will:

1. ENTER into a mutually agreed funding agreement for the remainder of the 2015 calendar year providing a further \$290,873 (ex GST) to be provided in four quarterly instalments of \$72,718.25 (ex GST) with the subsequent instalments subject to the provision of a report against refined and measurable KPIs; and
2. CONSIDER investment in the Karratha Visitor Centre's identified business opportunities during the March 2015 budget review (subject to the timely provision of detailed business plans identifying viability, cost benefit and appropriateness for implementation by a visitor information centre).

#### Option 3

That Council by ABSOLUTE Majority pursuant to Section 5.42 and Section 6.8 of the *Local Government Act 1995*, RESOLVES to ADVISE the Karratha Visitor Centre Committee that it will:

1. ENTER into a mutually agreed funding agreement for the remainder of the 2015 calendar year providing a further \$\_\_\_\_\_ (ex GST) to be provided in quarterly instalments of \$\_\_\_\_\_ (ex GST) with the second instalment subject to the provision of a report against refined and measurable KPIs; and
2. CONSIDER investment in the Karratha Visitor Centre's identified business opportunities during the March 2015 budget review (subject to the timely provision of detailed business plans identifying viability, cost benefit or appropriateness for implementation by a visitor information centre)

**CONCLUSION**

The Karratha Visitor Centre provides a valuable service to the District. It has a long history of providing information services to visitors to Karratha and surrounding areas which has been supported by Council for many years.

While this is undisputed, the future of visitor services and tourism development within the district has been under Council scrutiny for some time. Council's investment in Visitor Servicing and Visitor centres is significantly greater than most Local Governments. It is questionable as to whether this significantly higher investment delivers significantly higher outcomes.

For at least the last three years Council has clearly indicated that ongoing funding Visitor Centres at the current levels is unsustainable and that business planning needed to reflect a decreased reliance on Council funds for operation. It was considered strategic to consider a more sustainable operational model for delivery of visitor information services going forward.

The future funding and operational model for the Karratha Visitor Centre still remains somewhat unclear with several new alternatives being discussed which have yet to be supported by detailed business cases which prove the viability, cost benefit or appropriateness for implementation by a visitor information centre. It is imperative that Council provide clear direction on its recommended operational/management strategy and funding for the Karratha Visitor Centre.

Council needs to resolve whether it continues to support the current KVC Board's request to operate under a somewhat 'business as usual' approach or whether it wishes to pursue an alternate investment strategy for visitor information services

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**OFFICER'S RECOMMENDATION**

**For Council's consideration.**

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**COUNCIL RESOLUTION**

**Res No** : 153051  
**MOVED** : Cr Lally  
**SECONDED** : Cr Vandenberg

That Council by **ABSOLUTE** Majority pursuant to Section 5.42 and Section 6.8 of the *Local Government Act 1995*, **RESOLVES** to **ADVISE** the Karratha Visitor Centre Committee that it will:

1. **ENTER** into a mutually agreed funding agreement for the remainder of the 2015 calendar year providing a further \$290,873 (ex GST) to be provided in four quarterly instalments of \$72,718.25 (ex GST) with the subsequent instalments subject to the provision of a report against refined and measurable KPIs; and
2. **CONSIDER** investment in the Karratha Visitor Centre's identified business opportunities during the March 2015 budget review (subject to the timely provision of detailed business plans identifying viability, cost benefit and appropriateness for implementation by a visitor information centre).

**CARRIED**

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**FOR** : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Hipworth, Cr Miller, Cr Saylor, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil  
**REASON** : Council considered funding the Karratha Visitor Centre (KVC) for the remainder of 2015 calendar year will enable the KVC to operate with certainty at current level while providing the KVC time to look at the centre's business model, in particular innovation in the use of information technology in delivery of services.

Cr White-Hartig declared an Impartiality interest in Late Item 16.2 Wickham Recreation Precinct – Rugby Oval Lighting Selection Criteria as Cr White-Hartig's spouse is employed by Rio Tinto. The City of Karratha are going to tender for Wickham Lighting Upgrade which may be funded by Rio Tinto. Cr White-Hartig did not leave the Chambers as this disclosure does not restrict the ability for Cr White-Hartig to vote on this matter.

## **16.2 LATE ITEM - WICKHAM RECREATION PRECINCT – RUGBY OVAL LIGHTING SELECTION CRITERIA**

<b>File No:</b>	<b>CM.60</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Manager Recreation Facilities</b>
<b>Date of Report:</b>	<b>16 January 2015</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 seek Council consideration of a proposal to invite tenders for the upgrade of lighting facilities to the Wickham Recreation Precinct Rugby Oval facility.

### **BACKGROUND**

The City of Karratha has recently taken on the management of the Wickham Recreation Precinct through the partnership agreement with Rio Tinto. The agreement provides for assets to be provided at the required standard for the City of Karratha to manage. Where this is not the case, negotiations to bring the facilities to standard under separate agreement is required.

At its December 2014 meeting, Council considered the issue and resolved to:

1. **ACKNOWLEDGE** the infrastructure / maintenance issues identified by Officers at the Wickham Recreation Precinct and the detailed priority of works;
2. **CONTINUE** discussions with Rio Tinto to identify funding avenues to undertake priority works where Australian standards are not met or risk management issues have been identified;
3. **APPROVE** works on remaining issues at Wickham Recreation Precinct which can be accommodated with existing budget allocations and are to be undertaken in priority order identified within this report.

A high priority for the community is to upgrade the lights servicing the Rugby Oval. A lighting report commissioned by officers recommended the installation of a new lighting system to provide 200 lux to Australian Standard as per AS2560.2.5.

Officers investigated the possibility of achieving this outcome by utilising the existing poles, however, due to a lack of information on construction of poles / footings and the age of the poles, officers have been advised to consider the option of full replacement as per the following Scope of Works:

- Removal of existing light poles, floodlights, control gear and cabling
- Design and installation of new floodlighting including poles, footings and cross arms
- New sports lighting control equipment switchboards
- Final circuit cabling
- Stainless steel catenary cables for support within poles
- Testing and Commissioning
- Drawings and maintenance handbooks
- Defect maintenance period

The proposed selection criteria for the abovementioned tender are:

Criteria	Detail	Weighting
Price	Fully disclosed and identified costs of project	60%
Relevant Experience / Capacity To Deliver	Experience in the Sports lighting delivery market in North West Conditions and the Capacity to undertake the project with adequate resources allocated	20%
Methodology	Timeline and detail of specific Infrastructure at Wickham	20%

Given the detailed nature of the design and specifications for the works proposed, Officers recommend a high weighting for Price as a selection criteria. The remaining weighting is proposed to be evenly distributed between Experience and Methodology.

There is also a desire to expedite these works to ensure that the lighting is up to standard as early as possible during the winter season. Given this, it is recommended that the CEO be given delegated authority to award contract so that works can commence quickly.

#### **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 and community wellbeing issues.

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

Council was briefed on these issues at the September 2014 agenda briefing session and considered a formal report at its December 2014 meeting.

#### **COMMUNITY CONSULTATION**

Consultation has taken place between Officers, Rio Tinto and the following sports in Wickham: Rugby, Cricket, Football, Basketball, Netball, Softball, Tee-Ball, Indoor Cricket and Tennis.

#### **STATUTORY IMPLICATIONS**

In accordance with Regulation 14(2a) *Local Government (Functions and General) Regulations 1996*, it is a requirement of Council to determine in writing the criteria for deciding which tender should be accepted.

Additionally, in accordance with Regulation 5.42 *Local Government Act 1995*, Council may delegate to the CEO to award tenders received.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

Negotiations with Rio Tinto have been successful in obtaining a commitment of \$500,000 to commence works on sporting facilities identified at the Wickham Recreation Facility. The upgrade of lighting to AFL and Rugby Ovals was the top identified priority in this process.

The upgrade to the AFL oval remains a project being investigated and the lighting will be rectified either under a repair arrangements or a separate Tender process to be conducted as per Council Police CE 13, with delegated authority to the CEO to award.

**STRATEGIC IMPLICATIONS**

This item is relevant with the City's approved Strategic Community Plan 2012 - 2022 and Corporate Business Plan 2012 - 2016. In particular the Operational Plan 2014 - 2015 provides for this activity:

Our Program:	1.a.2.6	Operate Community Facilities
Our Services:	1.a.2.6.4	managing the Wickham Sporting Precinct in partnership with Rio Tinto.

**RISK MANAGEMENT CONSIDERATIONS**

There are potential risks involved in operating facilities that do not comply with current standards and may be viewed as potential hazards.

Additionally, the level of risk is considered to be moderate to the City in terms of reputation and the ability to deliver quality facilities and services to the community.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Council has invited Tenders for numerous Sports lighting upgrades in recent years, namely Tambrey and Baynton West ovals.

**VOTING REQUIREMENTS**

Absolute Majority

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by ABSOLUTE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT AUTHORISE the calling of tenders for the upgrade to the Wickham Sporting Precinct Rugby Oval.

**CONCLUSION**

Council has previously resolved to approve works on issues at Wickham Recreation Precinct which can be accommodated with existing budget allocations and are to be undertaken in priority order previously identified.

Negotiations with Rio Tinto have been successful in obtaining a commitment of \$500,000 to commence works on sporting facilities identified at the Wickham Sporting Facility. The upgrade of lighting to AFL and Rugby Ovals was the top identified priority in this process.

Officers investigated the possibility of achieving this outcome by utilising the existing poles, however, due to a lack of information on construction of poles/ footings and the age of the poles Officers have been advised to consider the option of full replacement as per the following Scope of Works (listed below) with selection criteria weighting favouring “Price” given the detailed design and specification elements.

- Removal of existing light poles, floodlights, control gear and cabling
- Design and installation of new floodlighting including poles and cross arms
- New sports lighting control equipment switchboards.
- Final circuit cabling
- Stainless steel catenary cables for support within poles
- Testing and Commissioning
- Drawings and maintenance handbooks
- Defect maintenance period

**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 153052  
**MOVED** : Cr Vandenberg  
**SECONDED** : Cr Saylor

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

1. **AUTHORISE** the calling of tenders for the upgrade to the Wickham Recreation Precinct Rugby Oval lighting upgrade in accordance with the following scope:

- Removal of existing light poles, floodlights, control gear and cabling.
- Design and installation of new floodlighting including poles and cross arms.
- New sports lighting control equipment switchboards.
- Final circuit cabling.
- Stainless steel catenary cables for support within poles.
- Testing and Commissioning.
- Drawings and maintenance handbooks.
- Defect maintenance period.

2. **ENDORSE** the following Wickham Recreation Precinct Rugby Oval upgrade tender Selection Criteria:

Criteria	Detail	Weighting
Price	Fully disclosed and identified costs of project	60%
Relevant Experience / Capacity To Deliver	Experience in the Sports lighting delivery market in North West Conditions and the Capacity to undertake the project with adequate resources allocated	20%
Methodology	Timeline and detail of specific Infrastructure at Wickham	20%

3. **DELEGATE AUTHORITY** to the Chief Executive Officer to award the Tender for the Wickham Recreation Precinct Rugby Oval Lighting upgrade.

**CARRIED**

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



## **17 MATTERS BEHIND CLOSED DOORS**

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

Res No : 153053  
 MOVED : Cr Lally  
 SECONDED : Cr Saylor

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

#### **17.1 CONFIDENTIAL ITEM – DAMPIER COMMUNITY HUB OPERATIONS FUNDING AGREEMENT**

Also included is the following:

**CONFIDENTIAL ATTACHMENT TO ITEM 10.1 DAMPIER COMMUNITY HUB MANAGEMENT TENDER**

**CONFIDENTIAL ATTACHMENT TO ITEM 12.2 AWARD OF KARRATHA BACK BEACH GROYNE REMEDIATION TENDER**

**CONFIDENTIAL ATTACHMENTS TO ITEM 12.3 RFT 11 - 14/15 CONSTRUCTION OF DAMPIER COMMUNITY HUB**

**CONFIDENTIAL ATTACHMENT TO ITEM 12.4 KARRATHA AIRPORT TERMINAL UPGRADE FLIGHT INFORMATION DISPLAY AND ADVERTISING TENDER**

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

Council moved in camera at 7.33 pm.



Cr Hipworth declared an Indirect Financial interest in Confidential Item 17.1 Dampier Community Hub Operations Funding Agreement as Cr Hipworth holds Rio Tinto Shares.

Cr Saylor declared an Impartiality interest in Confidential Item 17.1 Dampier Community Hub Operations Funding Agreement as Cr Saylor is employed by Rio Tinto.

Cr White-Hartig declared a Financial interest in Confidential Item 17.1 Dampier Community Hub Operations Funding Agreement as Cr White-Hartig's spouse is employed by Rio Tinto which contribute financially to the Dampier Community Hub.

At 7.33 pm Cr Hipworth, Cr Saylor and Cr White-Hartig left the Chambers.

#### **17.1 CONFIDENTIAL ITEM - DAMPIER COMMUNITY HUB OPERATIONS FUNDING AGREEMENT**

<b>File No:</b>	<b>CM.60</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Manager Partnerships</b>
<b>Date of Report:</b>	<b>7 January 2015</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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#### **OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

<b>Res No</b>	<b>:</b>	<b>153054</b>
<b>MOVED</b>	<b>:</b>	<b>Cr Miller</b>
<b>SECONDED</b>	<b>:</b>	<b>Cr Harris</b>

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

1. **AGREE** to receive a one-time payment of \$10,000,000 ex GST from Rio Tinto for the operation of the Dampier Community Hub;
2. **AUTHORISE** the Chief Executive Officer to execute a Binding Agreement with Rio Tinto to facilitate the payment, inclusive of the following conditions:
  - a) The funds are held in a Reserve established exclusively to fund the management and operations of the facility.
  - b) The purpose of the Reserve will not be changed without the consent of Rio Tinto.
  - c) The facility will be management and operated for its intended purpose, inclusive of management of all tenancies, casual hire and sub leases, provision of community services and programs, financial management, setting and implementing a schedule of fees and charges, asset management and general communications and promotions to increase patronage and facility use.

- d) The facility is operated and maintenance to a standard expected by the community providing access to a variety of community activities, events and services.
  - e) The City will ensure that the associated facilities are being operated and utilised in accordance with Council's strategic and policy direction and relevant legislation for the provision of community facilities and services.
  - f) The City will report on income and expenditure associated with the Reserve in the City's annual financial statement in accordance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.
  - g) The City will not seek any additional funding from Rio Tinto for the management and operations of the facility for a period of 21 years.
3. **ACKNOWLEDGE** that, once an Agreement is executed, the City of Karratha will be responsible for all operational, management and financial aspects of the Dampier Community Hub for the period of its useful life.

**CARRIED**

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Miller, Cr Smeathers, Cr Vandenberg  
 AGAINST : Nil

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**COUNCIL RESOLUTION**

**Res No** : 153055  
**MOVED** : Cr Smeathers  
**SECONDED** : Cr Vandenberg

**That Council move out of camera.**

**CARRIED**

FOR : Cr Long, Cr Lally, Cr Bailey, Cr Harris, Cr Miller, Cr Smeathers, Cr Vandenberg  
 AGAINST : Nil

Council moved out of camera at 7.36 pm.

At 7.36 pm Cr Hipworth, Cr Saylor and Cr White-Hartig re-entered the Chambers.

## **18 CLOSURE & DATE OF NEXT MEETING**

The meeting closed at 7.36 pm.

The date of the next meeting is to be held on Monday, 16 February 2015 at 6:30pm at Community Hall, Point Samson.

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I, Cr Peter Long, Mayor of the City of Karratha, hereby declare on behalf of the Councillors of the City of Karratha that the enclosed Minutes are a true and accurate record of the Ordinary Council Meeting held on Tuesday, 27 January 2015.

..... Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
Signed