



ORDINARY COUNCIL MEETING

MINUTES

**The Ordinary Meeting of Council will be held
in the Council Chambers, Welcome Road, Karratha,
on Monday, 19 March 2018**

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

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

WRITTEN CONFIRMATION

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

Signed:  _____
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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MINUTES

1 OFFICIAL OPENING

The Ordinary Meeting of Council held in the Council Chambers, Welcome Road, Karratha on Monday, 19 March 2018 was declared open at 6:30 pm. Cr Long acknowledged the traditions of the Ngarluma people, on whose land we are gathered here today.

2 PUBLIC QUESTION TIME

- Q. Raised by public attendee Jack Renault:
What will the Council and administration do, to lower rates in 2018/19?
- A. The Mayor advised rates comprise around a third of the Council’s total income. Other major sources of income include fees and charges collected at Council facilities such as the waste transfer station and the Karratha Airport as well as grants received from the State and Federal Government and corporate partners. Council will be reviewing the draft 2018/19 Budget, including rates over the next few months. It is expected that revenue generated from investments like The Quarter HQ and operational efficiency measures will continue to reduce Council's reliance on rates.

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

- | | | | | | | | | | | | | | |
|---------------------|--|-------------|-------------------------|-------------------|-----------------------------|---------------|-----------------------------|-----------|-------------------------------|-----------|--|----------------|------------------|
| Councillors: | Cr Peter Long [Mayor]
Cr Grant Cucel [Deputy Mayor]
Cr Garry Bailey
Cr Margaret Bertling
Cr Georgia Evans
Cr George Levissianos
Cr Pablo Miller
Cr Kelly Nunn
Cr Daniel Scott
Cr Evette Smeathers
Cr Joanne Waterstrom Muller | | | | | | | | | | | | |
| Staff: | <table border="0"> <tr> <td>Chris Adams</td> <td>Chief Executive Officer</td> </tr> <tr> <td>Phillip Trestrail</td> <td>Director Corporate Services</td> </tr> <tr> <td>Mark Casserly</td> <td>Director Community Services</td> </tr> <tr> <td>Ryan Hall</td> <td>Director Development Services</td> </tr> <tr> <td>Simon Kot</td> <td>Director Strategic Projects & Infrastructure</td> </tr> <tr> <td>Linda Phillips</td> <td>Minute Secretary</td> </tr> </table> | Chris Adams | Chief Executive Officer | Phillip Trestrail | Director Corporate Services | Mark Casserly | Director Community Services | Ryan Hall | Director Development Services | Simon Kot | Director Strategic Projects & Infrastructure | Linda Phillips | Minute Secretary |
| Chris Adams | Chief Executive Officer | | | | | | | | | | | | |
| Phillip Trestrail | Director Corporate Services | | | | | | | | | | | | |
| Mark Casserly | Director Community Services | | | | | | | | | | | | |
| Ryan Hall | Director Development Services | | | | | | | | | | | | |
| Simon Kot | Director Strategic Projects & Infrastructure | | | | | | | | | | | | |
| Linda Phillips | Minute Secretary | | | | | | | | | | | | |
| Apologies: | Nil | | | | | | | | | | | | |

Absent: Nil

Leave of Absence: Nil

Members of Public: Stuart Otto
Jack Renault
Geoff Williams

Members of Media: Alicia Perera, Pilbara News

4 REQUESTS FOR LEAVE OF ABSENCE

Cr Cucel and Cr Smeathers requested leave of Absence for the 16 April 2018 Ordinary Council Meeting.

COUNCIL RESOLUTION

Res No : 154026

MOVED : Cr Bertling

SECONDED : Cr Nunn

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to APPROVE leave of absence for Cr Cucel and Cr Smeathers for the 16 April 2018 Ordinary Council Meeting.

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Miller, Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller

AGAINST : Nil

5 DECLARATIONS OF INTEREST

Cr Miller declared an interest in the following items:

- Proximity interest in 11.1 Early Learning Centre Leases and Tenure as Cr Miller's next door neighbour owns a childcare facility currently operating in the City of Karratha.
- Proximity interest and an indirect financial interest in 12.2 Warambie Estate as Cr Miller's Yogetit business is next door to Warambie Estate.
- Indirect financial interest in 17.1 Place Branding Services Tender as Cr Miller is employed by 7West Media.

Cr Levissianos declared an interest in the following item:

- Indirect financial interest in 13.2 Cleaning Services Tender as Cr Levissianos attended a Ngarluma & Yindjibarndi Foundation Ltd Christmas Function.

Cr Waterstrom Muller declared an interest in the following items:

- Impartiality interest in 11.2 Red Earth Arts Precinct Fees and Charges as Cr Waterstrom Muller is friends with owners of Kurrajong Collective who completed the research report.
- Indirect financial interest in 13.2 Cleaning Services Tender as Cr Waterstrom Muller received a gift from one of the tenderers in December 2017.

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

Mr Stuart Otto, the newly appointed President of the Karratha Community Association (KCA) made a deputation to promote “what can the KCA do for you”. Mr Otto extended an invitation to the City upcoming events, KCA Yabura Trail Walk on 26 May 2018 and the Co-op Mulicultural Food Festival on 30 June 2018. In closing Mr Otto expressed that the KCA looked forward to continuing to work with the City in a positive way.

Cr Cucel presented a souvenir Queen’s Baton to the Mayor which was gifted to the City of Karratha in commemoration of the City taking part in the ‘Queens Baton Relay’ on 27 February 2018. Cr Cucel acknowledged the local heroes who carried the baton through the City as part of its journey across the Commonwealth to the Gold Coast 2018 Commonwealth Games.

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

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154027
MOVED : Cr Waterstrom Muller
SECONDED : Cr Scott

That the Minutes of the Ordinary Meeting of Council held on Monday, 19 February 2018, be confirmed as a true and correct record of proceedings.

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Miller, Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST : Nil

8 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

Mayor
07/02/2018 – Meeting with Sean Throssell
08/02/2018 – Meeting with Rio Tinto
08/02/2018 – Regional Capitals Alliance WA meeting
08/02/2018 – Meeting with Pilbara Development Commission
08/02/2018 – Meeting with Director of Science Innovation at DTSI
08/02/2018 – Northern Australia Advisory Council meeting
09/02/2018 – Meeting with Pilbara Regional Council
12/02/2018 – Council Briefing Session
13/02/2018 – Safer Communities Partnership Meeting
13/02/2018 – Meeting with Landcorp
13/02/2018 – Northern Australia Infrastructure Facility meeting
13/02/2018 – Meeting with Karratha Police
13/02/2018 – Northern Australia Infrastructure Facility Sundowner
14/02/2018 – Wickham Key Stakeholders Meeting
14/02/2018 – Meeting with Rio Tinto
14/02/2018 – Meeting with Ngarluma Yindjibarndi Foundation (NYFL)
14/02/2018 – Karratha Red Earth Arts Precinct Advisory Group meeting
13/02/2018 – Meeting with Dampier Camp School
15/02/2018 – 6718 Review meeting at DECCA
16/02/2018 – Meeting with BBI Group
16/02/2018 – Meeting with Josh Hinchliffe
19/02/2018 – Meeting with Kevin Michel
19/02/2018 – Airport Advisory Group meeting
19/02/2018 – Ordinary Council meeting
20/02/2018 – RCA Planning Meeting
20/02/2018 – Meeting with Kyle McGinn – Member for Mining and Pastoral
20/02/2018 – RCA Planning Meeting
20/02/2018 – Meeting with CMEWA
21/02/2018 – Pilbara Regional Council Audit and Risk Committee Meeting
22/02/2018 – Meeting with Catherine Marriott
22/02/2018 – Pilbara Regional Council Meeting
22/02/2018 – Pilbara Regional Council Strategic Planning Session
25/02/2018 – CRC Board meeting
26/02/2018 – Ord River Irrigation Area

9 EXECUTIVE SERVICES

Nil.

10 CORPORATE SERVICES

10.1 FINANCIAL STATEMENT FOR PERIOD ENDED 31 JANUARY 2018

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Assistant Management Accountant
Date of Report:	28 February 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

To provide a summary of Council's financial position for the period ending 31 January 2018.

BACKGROUND

The following table is a summary of the Financial Activity Statement Report compared to the Budget as at 31 January 2018:

2017-18	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	YTD Variance	Impact on Surplus
Operating Revenue (incl. Rates)	122,690,878	115,159,658	85,888,001	84,390,443	(1,497,558)	↓
Operating Expense	(99,213,358)	(103,647,813)	(50,293,094)	(48,181,128)	2,111,966	↑
Non Operating Rev	45,309,281	59,537,276	8,744,846	12,164,094	3,419,248	↑
Non Operating Exp	(90,995,915)	(95,798,297)	(48,665,395)	(37,731,653)	10,933,742	↑
Non Cash Items Included	19,082,353	19,622,756	11,522,935	11,560,307	37,372	↑
Surplus BFWD 16/17 - Unrestricted	490,434	2,364,705	2,364,705	2,364,705	-	
Restricted Balance BFWD 16/17 - PUPP	4,603,608	4,672,754	4,672,754	4,672,754	-	
/less Restricted Balance CFWD - PUPP	1,034,749	1,023,720	1,023,720	1,023,720	-	
Surplus/(Deficit) 16/17	932,532	887,319	13,211,032	28,215,802	15,004,770	↑

The restricted balance referred to in the preceding table and throughout this report comprises PUPP service charges levied in 2014/15 and pending payment as at 30 June 2017 (either by instalment options or outstanding).

This table shows that Council is currently in a surplus position of \$28.2m, a positive variance of \$15.0m compared to the budgeted year to date surplus position of \$13.2m.

The following variances (greater than \$250K) contribute significantly to the total YTD variance shown in the above table.

Operating Revenue	
900,000	▼ Contributions to Wickham Community Hub - Timing difference.
679,284	▼ Contributions to Corporate Projects - Administration Building Carpark
1,579,284	▼ Net variance
Operating Expenditure	
561,832	▼ Refuse Site Maintenance - 7 Mile (Dom/Comm) - Under expenditure offset by expenditure in Waste Management Employment Costs.
389,000	▼ Contribution To Bayview - Searipple Road
282,368	▼ Screening And Security
277,317	▼ Tech Serv - Employment Costs
275,700	▼ Red Earth Arts Precinct Construction Project (Opex And P&G)
1,786,217	▼ Net variance
Non-Operating Revenue	
3,134,627	▲ Transfer From Infrastructure Reserve - REAP - Timing difference.
296,477	▲ Transfer From Pilbara Underground Power Reserve - Timing difference.
3,431,104	▲ Net variance
Non Operating Expenditure	
2,773,177	▼ Red Earth Arts Precinct
901,444	▼ Class III Cell Construction
900,000	▼ Transfer to Partnership Reserve - Timing difference.
725,800	▼ Purchase - Plant-Landfill Operations - 35t excavator invoice to be paid. Order placed for 40t dozer. Addressed at March budget review.
722,375	▼ Transfer to Pilbara Underground Power Reserve - Timing difference.
649,696	▼ Admin Building Carpark Works - Timing issue. To be adjusted at March budget review.
557,245	▼ Khs Pelican Crossing - Reallocation of prior years actuals, budget adjusted at March budget review.
419,794	▼ Airside Upgrade - Adjusted in the March budget review.
376,895	▼ Wickham Community Hub Splashpad - Timing issue. To be adjusted at March budget review.
318,781	▼ Footpath Lighting Upgrade
310,104	▼ Building Improvements-Karratha Depot
8,655,310	▼ Net variance

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

Local Government Financial Ratios

Period End 31 January 2018	Target Ratio	Original Annual Budget Ratio	YTD Actual Ratio
Current Ratio Current Assets less Restricted Assets ÷ Current Liabilities less liabilities associated with Restricted assets	1 or above	N/A	5.71
Asset Sustainability Ratio Capital Renewal and Replacement Expenditure ÷ Depreciation	> 0.90	0.93	0.75
Operating Surplus Ratio¹ Operating Surplus (excl. capital grants & contributions) ÷ Own Source Revenue	0 – 15%	-2.87%	34.73%
Own Source Revenue Ratio Own Source Operating Revenue ÷ Operating Expenses	.40 or above	0.88	1.34
Debt Service Cover Ratio Operating surplus before interest expense and depreciation ÷ Principal and interest Expense	> 2	31.73	62.45
The Operating Surplus Original Budget ratio of -2.87% is a result of the \$15m PUPP payment to Horizon Power budgeted in 17/18. This payment is reserve funded, and if it were excluded from Operating Expenditure the Original Budget ratio would increase to 14.4%.			

Statement of Financial Position

	2018 January	2017 December	% change
Current			
Assets	114,355,147	119,234,200	-4.09%
Liabilities	10,070,317	9,906,008	1.66%
Non Current			
Assets	790,050,943	119,234,200	0.28%
Liabilities	1,096,583	9,906,008	0.00%
Net Assets	893,239,190	896,056,684	

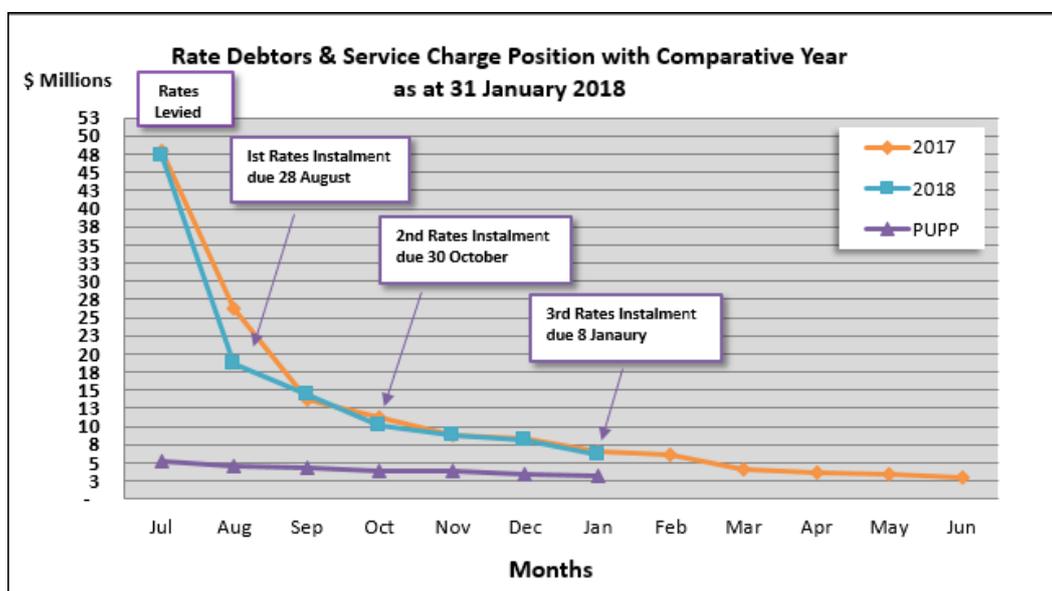
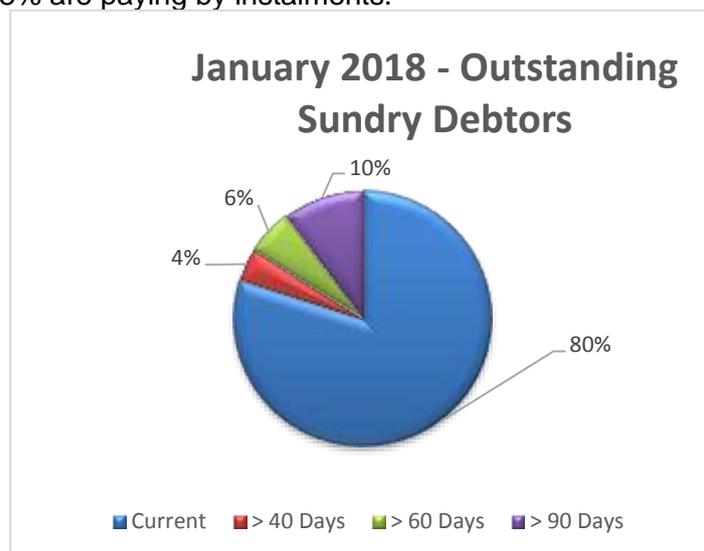
Total Current Assets decreased by 4.09% from December to January primarily due to a decrease in accounts receivable and municipal cash. Current Liabilities increased by 1.66% from December to January due to an increase in accounts payable. Non-Current Assets have increased by 0.28% as a result of progress being made on capital works including the Red Earth Arts Precinct, Airport Airside Upgrade, Leisureplex Gym Expansion and the Depot Upgrade. There has been no change to Non-Current Liabilities.

Debtors Schedule

The following table shows Trade Debtors which have been outstanding over 40, 60 and 90 days at the end of July. The table also includes total Rates and Pilbara Underground Power (PUPP) Service Charges outstanding.

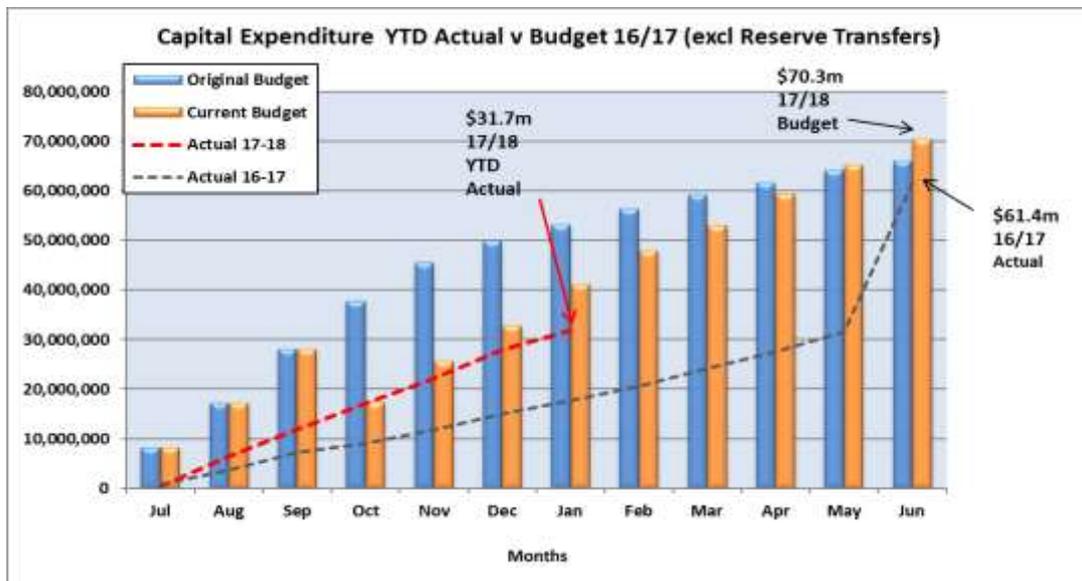
	2018 January	2017 December	Change %	Of Current Total %
Non Rate Debtors				
Current	4,140,258	4,684,215	-12%	80%
> 40 Days	210,822	583,247	-64%	4%
> 60 Days	301,490	277,597	9%	6%
> 90 Days	527,961	460,462	15%	10%
Total	5,180,531	6,005,521	-14%	100%
Rates Debtors				
Total	6,186,559	8,040,644	-23%	100%
PUPP Debtors				
Total	3,225,216	3,516,428	-8%	100%

PUPP payments have been made on 99.2% of properties, and of those paid 82.2% have paid in full and 17.8% are paying by instalments.



Total Debtors decreased by 14% or \$824k. Collection of outstanding debts greater than 40 Days continued in line with Council policy.

Capital Expenditure



Council’s 2017/18 current Capital Expenditure budget is \$70.3 million, the majority of which is associated with major projects including Red Earth Arts Precinct, Wickham Community Hub, Airport Car Park Redesign, and other infrastructure improvements. The following table shows that Council is currently 23% below budget in capital expenditure year to date.

Asset Class	YTD			Annual	
	YTD Amended Budget	YTD Actual	Variance %	Annual Orig Budget	Annual Amend Budget
	31-Jan-18			30-Jun-18	
Land	232,562	2,309	-99%	550,000	516,125
Artwork	0	27,600	0%	0	0
Buildings	26,106,875	22,624,150	-13%	44,746,560	42,313,455
Equipment	146,116	149,852	3%	10,000	146,116
Furn & Equip	367,726	185,889	-49%	718,250	1,121,870
Plant	1,209,270	254,193	-79%	2,134,000	2,275,214
Infrastructure	13,030,866	8,543,757	-34%	17,741,217	23,946,065
Totals	41,093,415	31,787,750	-23%	65,900,027	70,318,845

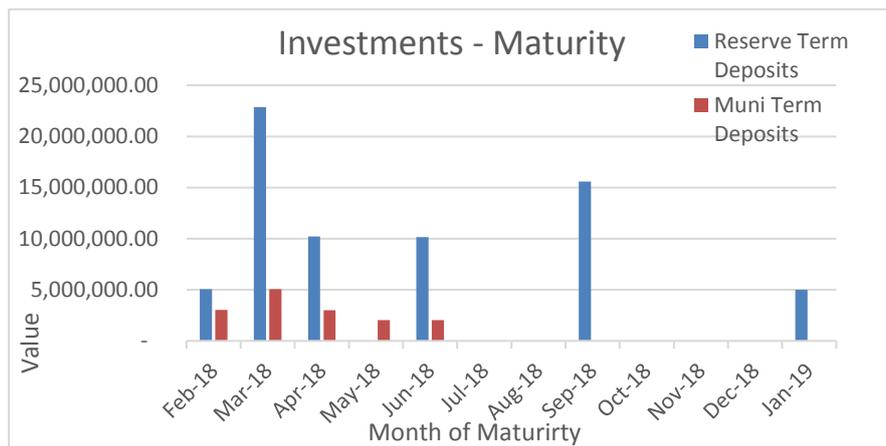
Further detail on these variances is included later in this report in the variance commentary by Program for the Rate Setting Statement.

Cash and Investments

Institution	Accounts	Principal Investment \$	Balance 31 January 2018 \$	Interest %	Investment Term	Maturity
WBC	Maxi Cash Reserve	-	10,734,457	0.60	At Call	
WBC	Reserve Term Deposits	5,000,000	5,056,589	2.55	6 months	Feb-18
CBA	Reserve Term Deposits	7,000,000	7,157,460	2.64	12 months	Mar-18
WBC	Reserve Term Deposits	5,524,909	5,580,364	2.58	6 months	Mar-18
WBC	Reserve Term Deposits	10,000,000	10,105,019	2.59	6 months	Mar-18
CBA	Reserve Term Deposits	10,000,000	10,206,011	2.62	12 months	Apr-18
BWEST	Reserve Term Deposits	5,008,630	5,069,166	2.55	10 months	Jun-18
NAB	Reserve Term Deposits	5,042,616	5,098,005	2.57	10 months	Jun-18
WBC	Reserve Term Deposits	15,433,500	15,597,476	2.77	12 months	Sep-18
WBC	Reserve Term Deposits	5,000,000	5,007,825	2.72	12 months	Jan-19
WBC	Muni Term Deposits	3,000,000	3,033,953	2.55	6 months	Feb-18
WBC	Muni Term Deposits	5,000,000	5,051,247	2.58	6 months	Mar-18
BWEST	Muni Term Deposits	3,000,000	3,012,991	2.48	4 months	Apr-18
BWEST	Muni Term Deposits	2,003,452	2,027,666	2.55	9 months	May-18
BWEST	Muni Term Deposits	2,003,452	2,027,666	2.55	10 months	Jun-18
WBC	Municipal (Transactional)	-	2,337,289	0.93	At Call	
WBC	Maxi Cash Municipal	-	1,258,203	0.60	At Call	
N/A	Cash on Hand	-	15,555			
Total			98,376,942			

* The balance of all Term Deposits includes interest accrued to 31 January 2018.

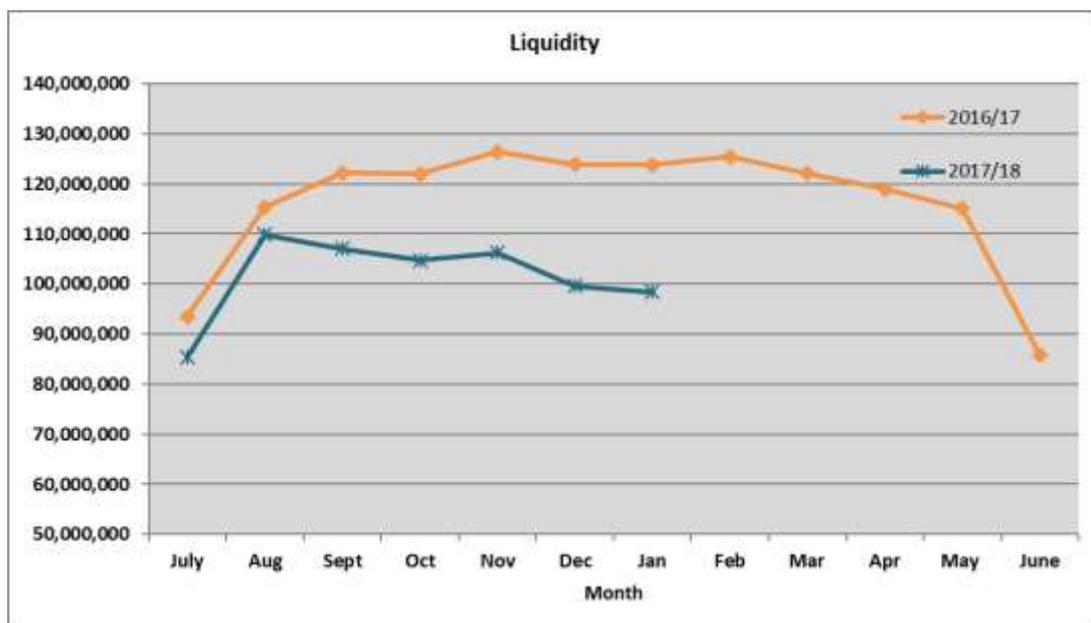




The Reserve Bank cash rate (overnight money market interest rate) remained steady during January at 1.50%. The Municipal funds held with Westpac Bank are currently earning 0.93% interest on balances between \$1m and \$5m in the everyday account, and 0.60% on the Maxi-Direct Muni Account.

During January Council had \$5m of maturing Reserve investments. These funds were reinvested for 12 months at 2.72%.

During January Council had \$3m in maturing Municipal investments. These funds were drawn down to Councils At Call account as they were required for cashflow purposes.



The liquidity graph for 2017/18 demonstrates a decrease in liquidity from December primarily due to payment of accounts payable.

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

	Month End - January 2017	Year to Date – January 2017
Total Income Received	167,870	1,010,882
Total Expense Paid	109,980	602,454
Net Income	57,890	408,428

The following table lists all outstanding income for The Quarter at the end of January 2018.

Debtor/Tenant	Outstanding at 31 January 2018	Outstanding at 31 December 2017	Comments
Fiorita Deli	70,779.93	71,649.73	Comprises \$36k rent, \$23k electricity, \$8k outgoings and \$4k repairs from the last 4 months
Cecel Filipino Foods	4,345.25	3,863.78	Comprises \$2k rent, \$1k electricity and \$1k outgoings, all from the previous 1 month
Minister for Works	13,734.60	16,259.31	All outgoings and electricity/cleaning recoveries from the previous 2 months
KPMG	722.47	0	Electricity recovery from the previous 1 month

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) of the *Local Government (Financial Management) Regulations 1996*, a report must be compiled on variances greater than the materiality threshold adopted by Council of \$50,000 or 10% whichever is the greater. As this report is composed at a 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 January 2018 with a current year to date budget surplus position of \$14,234,752 (comprising \$13,211,032 unrestricted surplus and \$1,023,720 restricted surplus) and a current surplus position of \$29,239,522 (comprising \$28,215,802 unrestricted surplus and \$1,023,720 restricted surplus). The restricted balance comprises PUPP service charges levied in 2014/15 and expected to be pending payment as at 30 June 2018 (either by instalment options or outstanding).

STRATEGIC IMPLICATIONS

This item is relevant to the Council’s approved Strategic Community Plan 2016-2026 and Corporate Business Plan 2016-2021. In particular, the Operational Plan 2017-2018 provided for this activity:

- Our Programs/Services: 4.c.1.1 Management Accounting Services.
- Our Projects/Actions: 4.c.1.1.1 Conduct monthly and annual financial reviews and reporting.

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.

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

Category	Risk level	Comments
Health	Nil	Nil
Financial	Low	Nil
Service Interruption	Nil	Nil
Environment	Nil	Nil
Reputation	Low	Nil
Compliance	Low	Nil

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 advising 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 31st January 2018; 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 31st January 2018.

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.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154028
MOVED : Cr Cucel
SECONDED : Cr Smeathers

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 31st January 2018.

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Miller, Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
 AGAINST : Nil

City of Karratha							
Notes To And Forming Part Of The Financial Statements							
for the period ending 31 January 2018							
	Original Budget	Amended Budget	Budget YTD	Actual YTD	Material Variance >=10%	\$50,000 or more	2016/17
	\$	\$	\$	\$	%	\$	\$
Operating Revenue And Expenses Classified According To Nature And Type							
Revenues from Operations							
Rates	40,996,741	40,492,119	40,419,475	40,411,311	-	-	40,321,922
Fees and Charges	42,897,865	41,338,538	23,568,454	22,625,402	-	(943,052)	38,742,228
Operating Grant, Subsidies and							
Contributions	8,434,803	8,336,038	5,848,315	4,413,483	-24.53%	(1,434,832)	12,585,499
Interest Earned	2,981,447	2,674,967	1,704,504	1,683,810	-	-	3,388,999
Proceeds/Realisation	-	6,000	6,000	-	-100.00%	-	-
All Other	1,396,833	1,813,946	1,537,591	1,518,783	-	-	870,139
Total	96,707,689	94,661,608	73,084,339	70,652,789	-	(2,431,550)	95,908,786
Expenses from Operations							
Employee Costs	(31,498,895)	(31,457,044)	(17,965,106)	(18,430,864)	-	(465,758)	(32,129,385)
Materials and Contracts	(39,241,378)	(42,102,669)	(13,482,459)	(11,420,096)	-15.30%	2,062,363	(25,426,497)
Utilities (gas, electricity, water etc)	(4,607,136)	(4,758,024)	(2,855,494)	(2,735,099)	-	120,395	(4,422,636)
Interest Expenses	(9,633)	(9,633)	5,012	(4,075)	-18.69%	-	(11,096)
Depreciation	(19,004,298)	(19,531,800)	(11,505,462)	(11,721,221)	-	(215,759)	(19,822,289)
Insurance Expenses	(1,381,224)	(1,545,281)	(1,542,031)	(1,598,703)	-	(56,672)	(1,542,882)
Other Expenses	(3,383,602)	(4,142,024)	(2,911,993)	(2,256,463)	-22.51%	655,530	(3,702,516)
Total	(99,126,166)	(103,546,475)	(50,267,557)	(48,166,521)	-	2,101,036	(87,057,300)
Non Operating Grants, Subsidies and							
Contributions	25,974,052	20,487,668	12,795,598	13,733,601	-	938,003	17,694,443
Profit On The Sale Of Assets	9,137	10,382	8,064	4,053	-49.74%	-	136,141
Loss On Asset Disposal	(87,192)	(101,338)	(25,537)	(14,607)	-42.80%	10,931	(301,590)
Fair value adjustments to financial assets at fair value through profit or loss	-	-	-	-	-	-	-
Change In Net Assets From Operations	23,477,520	11,511,845	35,594,907	36,209,316	-	-	26,380,480

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

Variance Commentary by Nature & Type

Revenues from Operations	Material Variance		Significant Items	
Operating Grants, Subsidies and Contributions	-24.53%	1,434,832	525,000	▼ Arts & Culture Program - Events Income
			406,000	▼ Contribution to Rangers/Local Laws
			140,000	▼ Cossack Art Program - Contributions
			119,500	▼ Red Earth Arts Festival - Income
			109,000	▼ Grants-Community Safety
Expenses from Operations	Material Variance		Significant Items	
Materials and Contracts	-15.30%	2,062,363	433,277	▼ Investment Property - The Quarter Bldg and Carpark
			282,368	▼ KTA Airport - Recoverable
			249,793	▼ Economic Development Projects
			182,483	▼ KTA Airport - Landside Mtce
			170,161	▼ Beach Maintenance
			146,806	▼ Parks & Gardens Maintenance
			140,840	▼ Place Branding
			95,335	▼ Litter Control
			94,841	▼ KTA Airport - Airside Mtce
			93,395	▼ General Waste and Recycling Collection
Other Expenses	-22.51%	655,530	389,000	▼ Contribution To Works
			275,000	▼ Red Earth Arts Precinct

City of Karratha							
Rate Setting Statement							
for the period ending 31 January 2018							
Rate Setting Statement	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	Material Variance >=10%	\$50,000 or more	Impact on Surplus
	\$	\$	\$	\$	%	\$	
Operating							
Revenues (Sources)							
General Purpose Funding (excluding Rates)	6,800,315	6,131,445	3,890,690	3,761,468	-	(129,222)	↓
Governance	1,209,757	1,358,961	1,330,601	689,381	-48.19%	(641,220)	↓
Law, Order And Public Safety	841,918	840,068	746,467	249,518	-66.57%	(496,949)	↓
Health	176,000	186,045	153,545	118,417	-22.88%	-	
Education and Welfare	58,920	73,920	34,370	44,175	28.53%	-	
Housing	373,083	516,650	278,238	287,509	-	-	
Community Amenities	12,603,305	12,903,456	8,332,401	7,962,166	-	(370,235)	↓
Recreation And Culture	34,283,310	28,215,044	18,085,862	18,750,090	-	664,228	↑
Transport	24,707,899	23,602,708	12,087,790	11,473,936	-	(613,854)	↓
Economic Services	319,740	466,603	247,923	225,884	-	-	
Other Property And Services	319,890	372,639	280,639	416,588	48.44%	135,949	↑
	81,694,137	74,667,539	45,468,526	43,979,132	-	(1,489,394)	
Expenses (Applications)							
General Purpose Funding	(16,444,413)	(16,715,872)	(993,393)	(745,792)	-24.92%	247,601	↑
Governance	(3,597,345)	(3,590,976)	(1,961,057)	(1,800,566)	-	160,491	↑
Law, Order And Public Safety	(1,589,046)	(1,529,798)	(891,131)	(886,662)	-	-	
Health	(1,266,464)	(1,291,210)	(766,849)	(806,043)	-	-	
Education and Welfare	(197,836)	(250,860)	(171,856)	(111,363)	-35.20%	60,493	↑
Housing	(486,407)	(259,972)	(220,356)	(483,886)	119.59%	(263,530)	↓
Community Amenities	(15,215,167)	(16,358,757)	(7,875,458)	(6,719,739)	-14.67%	1,155,719	↑
Recreation And Culture	(30,133,773)	(32,210,474)	(18,899,593)	(17,598,456)	-	1,301,137	↑
Transport	(28,914,070)	(29,124,481)	(17,185,983)	(16,651,296)	-	534,687	↑
Economic Services	(1,981,195)	(2,145,975)	(1,077,412)	(928,127)	-13.86%	149,285	↑
Other Property And Services	612,358	(169,438)	(250,006)	(1,449,198)	479.67%	(1,199,192)	↓
	(99,213,358)	(103,647,813)	(50,293,094)	(48,181,128)	-	2,111,966	
Capital							
Revenue							
Proceeds From Disposal Of Assets	375,600	555,850	211,350	68,955	-67.37%	(142,395)	↓
Tsf From Aerodrome Reserve	3,861,917	6,027,634	-	-	-	-	
Tsf From Plant Replacement Reserve	436,000	436,000	-	-	-	-	
Tsf From Infrastructure Reserve	16,001,248	22,585,027	7,277,827	10,412,454	43.07%	3,134,627	↑
Tsf From Partnership Reserve	8,498,582	11,312,966	-	-	-	-	
Tsf From Waste Management Reserve	-	2,389,865.0	-	-	-	-	
Tsf From Dampier Drainage Reserve	-	-	-	-	-	-	
Tsf From Walkington Theatre Reserve	-	-	-	-	-	-	
Tsf From Workers Comp Reserve	-	-	-	-	-	-	
Tsf From Employee Entitlements Reserve	-	-	-	-	-	-	
Tsf From Community Development Reserve	-	-	-	-	-	-	
Tsf From Mosquito Control Reserve	-	-	-	-	-	-	
Tsf From Medical Services Assistance Reserve	-	-	-	-	-	-	
Tsf From Carry Forward Budget Reserve	1,217,156	1,311,156.0	1,217,156	1,311,156	-	94,000	↑
Tsf From Restricted Funds Reserve	-	-	-	-	-	-	
Tsf From Pilbara Underground Power Reserve	14,852,418	14,852,418	-	296,478	-	296,478	↑
Tsf From Economic Development Reserve	-	-	-	-	-	-	
New Loans Raised	-	-	-	-	-	-	
Other Loan Principal Income	-	-	-	-	-	-	
Repayments Of Self Supporting Loans	66,360	66,360	38,513.00	75,051.84	94.87%	-	
Repayments Of Interest Free Loans To Local Groups	-	-	-	-	-	-	
	45,309,281	59,537,276	8,744,846	12,164,094	39.10%	3,419,248	

City of Karratha							
Rate Setting Statement							
for the period ending 31 January 2018							
Rate Setting Statement	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	Material Variance >=10%	\$50,000 or more	Impact on Surplus
	\$	\$	\$	\$	%	\$	
Expenses							
Purchase Of Assets - Land	(550,000)	(516,125)	(232,562)	(2,309)	-99.01%	230,253	↑
Purchase Of Assets - Artwork	-	-	-	27,600.0	-	-	
Purchase Of Assets - Buildings	(44,746,560)	(42,313,455)	(26,106,875)	(22,624,150)	-13.34%	3,482,725	↑
Purchase Of Assets - Equipment	(10,000)	(146,116)	(146,116)	(149,852)	-	-	
Purchase Of Assets - Furniture & Equipment	(718,250)	(1,121,870)	(367,726)	(185,889)	-49.45%	181,837	↑
Purchase Of Assets - Plant	(2,134,000)	(2,275,214)	(1,209,270)	(254,193)	-78.98%	955,077	↑
Purchase Of Assets - Infrastructure	(17,741,217)	(23,946,065)	(13,030,866)	(8,543,757)	-34.43%	4,487,109	↑
Loan Principal Repayments	(64,664)	(64,664)	(32,137)	(32,130)	-	-	
Tsf To Aerodrome Reserve	(169,869)	(151,298)	(94,561)	(94,197)	-	-	
Tsf To Dampier Drainage Reserve	(10,555)	(10,299)	(168)	(146)	-12.90%	-	
Tsf To Plant Replacement Reserve	(22,889)	(19,687)	(11,871)	(11,680)	-	-	
Tsf To Walkington Theatre Reserve	(818)	(776)	(444)	(444)	-	-	
Tsf To Workers Compensation Reserve	(13,761)	(13,070)	(7,475)	(7,478)	-	-	
Tsf To Infrastructure Reserve	(14,146,919)	(13,943,122)	(237,936)	(235,819)	-	-	
Tsf To Partnership Reserve	(4,722,090)	(6,673,461)	(3,908,091)	(3,006,353)	-23.07%	901,738	↑
Tsf To Waste Management Reserve	(1,821,426)	(563,430)	(326,177)	(326,442)	-	-	
Tsf To Mosquito Control Reserve	(774)	(764)	(110)	(111)	-	-	
Tsf To Employee Entitlements Reserve	(120,781)	(107,244)	(61,651)	(60,946)	-	-	
Tsf To Community Development Reserve	(41,873)	(31,071)	(18,135)	(17,292)	-	-	
Tsf To Pilbara Underground Power Reserve	(3,917,156)	(3,860,329)	(2,850,212)	(2,127,837)	-25.34%	722,375	↑
Tsf To Medical Services Assistance Package Reserve	(9,914)	(9,419)	(5,387)	(5,390)	-	-	
Tsf To Carry Forward Budget Reserve	-	-	-	-	-	-	
Tsf To Restricted Funds Reserve	-	-	-	-	100.00%	-	
Tsf To Economic Development Reserve	(32,399)	(30,818)	(17,625)	(17,636)	-	-	
Interest Free Loan Principal	-	-	-	-	-	-	
	(90,995,915)	(95,798,297)	(48,665,395)	(37,731,653)	-22.47%	10,933,742	
Adjustment For Non Cash Items							
Depreciation	19,004,298	19,531,800	11,505,462	11,721,221	-	215,759	↑
Movement in Employee Benefit Provisions	-	-	-	-	-	-	
Movement in Accrued Interest	-	-	-	(957)	-	-	
Movement in Accrued Salaries & Wages	-	-	-	(170,510)	-	(170,510)	↓
Movement in Deferred Pensioner Rates	-	-	-	-	-	-	
(Profit) / Loss On Disposal Of Assets	78,055	90,956	17,473	10,554	-39.60%	-	
	19,082,353	19,622,756	11,522,935	11,560,307	-	-	
Restricted Balance BFWD - Pilbara Underground Power	4,603,608	4,672,754	4,672,754	4,672,754	-	-	
Unrestricted Surplus Brought Forward 1 July	490,434	2,364,705	2,364,705	2,364,705	-	-	
Amount Raised From Rates	40,996,741	40,492,119	40,419,475	40,411,311	-	-	
Restricted Balance - Pilbara Underground Power	1,034,749	1,023,720	1,023,720	1,023,720	-	-	
Surplus / (Deficit)	932,532	887,319	13,211,032	28,215,802	-	15,004,770	

Variance Commentary by Program

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.

Revenues from Operations	Material Variance		Significant Items	
Governance	-48.19%	641,220	679,284	▼ Contributions to Corporate Projects - Administration Building Carpark
Law, Order and Public Safety	-66.57%	496,949	406,000	▼ Contribution to Rangers/Local Laws - Timing difference. Recashflowed in March budget review.
			109,000	▼ Grants-Community Safety - Timing difference. Recashflowed in March budget review.
Other Property and Services	48.44%	135,949	135,949	▲ Various minor amounts including Workers Compensation Claims and Private Works Income.
Expenses from Operations	Material Variance		Significant Items	
General Purpose Funding	-24.92%	247,601	200,000	▼ Investment Property - The Quarter Bldg And Carpark (Blinds Project Funded By Landcorp)
Education and Welfare	-35.20%	60,493	60,493	▼ Various minor amounts including Bulgarra and Millars Well Daycare maintenance.
Housing	119.59%	263,530	263,530	▲ Various minor amounts across staff housing stock.
Community Amenities	-14.67%	1,155,719	561,832	▼ Refuse Site Maintenance - 7 Mile (Dom/Comm) - Overheads budget not reduced in line with Salary reduction at Nov Review. Remaining underspend in salaries offset by over expenditure in Waste Management Employment Costs.
			140,840	▼ Place Branding
			127,453	▼ International Flights Setup Costs
			97,340	▼ General Waste And Recycling Collection
			84,012	▼ Wickham Transfer Station Costs
			72,359	▼ Economic Development Initiatives
Economic Services	-13.86%	149,285	74,981	▼ Pt Samson Beautification - Stage 1 Design Works
Other Property and Services	479.67%	1,199,192	447,757	▲ PG - Employment Costs
			247,763	▲ Works - Employment Costs
			152,817	▲ PS - Employment Costs
			108,219	▲ WM - Employment Costs - Offset against under expenditure in Refuse Site Mtce and Wickham Transfer Station.
			75,510	▲ PG - Plant Operating Costs - Addressed in March budget review
Capital Revenue	Material Variance		Significant Items	
Proceeds From Disposal of Assets	-67.37%	142,395	80,000	▼ Proceeds of Sale - Landfill Operations
Transfer from Infrastructure Reserve	43.07%	3,134,627	3,134,627	▲ Transfer From Infrastructure Reserve - REAP - Timing difference.

Capital Expenses	Material Variance		Significant Items	
Purchase of Assets - Land	99.01%	230,253	100,690	▼ Purchase Wickham Hospital Site - Demolition costs, timing difference.
Purchase of Assets - Buildings	-13.34%	3,482,725	2,773,177	▼ Red Earth Arts Precinct
			310,104	▼ Building Improvements-Karratha Depot
			187,050	▼ Depot Masterplan Stage 3 - Admin Bldg New - Timing issue to be adjusted at March budget review.
			89,241	▼ Leisureplex Gym Expansion Project
			60,159	▼ Capital-Buildings-Wickham Community Hub - Timing issue to be adjusted at March budget review.
Purchase of Assets - Furniture and Equipment	-49.45%	181,837	104,087	▼ Capital-Furniture & Equip-Leisureplex
			74,250	▼ Purchase Computer Equipment
Purchase of Assets - Plant	-78.98%	955,077	725,800	▼ Purchase - Plant-Landfill Operations - 35t excavator invoice to be paid. Order placed for 40t dozer. Addressed at March budget review
			150,000	▼ Purchase - Plant-Roads & Streets - Order placed (skid steer loader). Addressed in March budget review.
Purchase of Assets - Infrastructure	-34.43%	4,487,109	649,696	▼ Admin Building Carpark Works - Timing Issue To be adjusted March Budget Review
			376,895	▼ Wickham Community Hub Splashpad - Timing Issue To be adjusted March Budget Review
			901,444	▼ Class III Cell Construction -
			117,350	▼ Water Production Bore Site (Class III Cell Project)
			101,814	▼ Cherratta Road - Gravel Resheeting
			120,000	▼ Reseal - Welcome Road (Landcorp) - Program commences in June.
			151,512	▼ Black Spot Works Millstream / Searipple
			557,245	▼ Khs Pelican Crossing - Reallocation of prior years actuals, budget adjusted at March budget review.
			318,781	▼ Footpath Lighting Upgrade
			247,372	▼ Pt Samson Beautification - Stage 1 Capital Works
			419,794	▼ Airside Upgrade - Adjusted in the March budget review
			224,825	▼ Car Park Redesign - Project completed under time and budget. Remaining budget to be addressed at March budget review.
Transfer to Partnership Reserve	-23.07%	901,738	901,738	▼ Transfer to Partnership Reserve - Timing difference.
Transfer to Pilbara Underground Power Reserve	-25.34%	722,375	331,077	▼ Transfer to Pilbara Underground Power Reserve - Timing difference.

City of Karratha
Notes to the Financial Statements
for the period ending 31 January 2018

Note 1. Net Current Assets	Note	Year to Date Actual	2016/17 Budget Brought Forward 1 July
		\$	\$
Current Assets			
Cash and Cash Equivalents - Unrestricted		18,743,727	153,388
Cash and Cash Equivalents - Restricted (Trust)		1,955,041	2,031,864
Cash and Cash Equivalents - Restricted - Reserves		79,612,371	85,720,687
Cash - Restricted Unspent Grants/Contributions		20,844	9,440
Cash - Restricted Unspent Loans		0	0
Trade and Other Receivables	1	13,681,440	16,368,880
Land held for Resale - Development Costs		0	(188)
Inventories		341,723	331,953
Total Current Assets		<u>114,355,147</u>	<u>104,616,024</u>
Current Liabilities			
Trade and Other Payables		4,568,315	10,942,384
Trust Liabilities		1,956,634	2,032,707
Bank Overdraft		0	0
Current Portion of Long Term Borrowings		32,522	64,652
Current Portion of Provisions		3,512,846	3,512,846
Total Current Liabilities		<u>10,070,317</u>	<u>16,552,590</u>
Net Current Assets		<u>104,284,830</u>	<u>88,063,434</u>
Less			
Cash and Cash Equivalents - Restricted - Reserves		(79,612,371)	(85,720,687)
Loan repayments from institutions		62,726	(12,329)
Movement in Accruals (Non-Cash)		(171,467)	83,199
Land Held for Resale		0	188
Cash - Restricted Unspent Grants/Contributions		(20,844)	(20,844)
Restricted Balance - Pilbara Underground Power		(4,603,608)	(4,603,608)
Add back			
Current Loan Liability		32,522	64,652
Cash Backed Employee Provisions		4,322,514	4,261,568
Current Provisions funded through salaries budget		2,897,781	23,805
Restricted Balance - Pilbara Underground Power		1,023,720	1,034,749
Net Current Asset Position		<u>28,215,802</u>	<u>3,174,128</u>
Note Explanation:			
1) Total Trade and Other Receivables		7,494,881	
Total Rates Debtors Outstanding		6,186,559	

City of Karratha
Statement of Financial Position
for the period ending 31 January 2018

Note 2: Statement of Financial Position	2017/18	2016/17
	\$	\$
Current Assets		
Cash On Hand	15,555	13,370
Cash and Cash Equivalents - Unrestricted	18,728,172	140,018
Cash and Cash Equivalents - Restricted (Trust)	1,955,041	2,031,864
Cash and Cash Equivalents - Restricted (Unspent Grants/Cont.)	20,844	9,440
Cash and Cash Equivalents - Restricted (Reserves/Muni)	79,612,371	85,720,687
Trade and Other Receivables	13,681,440	16,368,880
Inventories	341,723	331,765
Total Current Assets	114,355,147	104,616,024
Non Current Assets		
Trade and Other Receivables	1,412,123	1,412,123
Property, Plant and Equipment	260,637,596	266,204,286
Infrastructure	528,001,224	503,428,843
Total Non Current Assets	790,050,943	771,045,251
Total Assets	904,406,090	875,661,275
Current Liabilities		
Bank Overdrafts	0	0
Trade and Other Payables	4,568,315	10,942,384
Trust Liabilities	1,956,634	2,032,707
Long Term Borrowings	32,522	64,652
Provisions	3,512,846	3,512,846
Total Current Liabilities	10,070,317	16,552,590
Non Current Liabilities		
Long Term Borrowings	347,861	347,861
Provisions	748,722	748,722
Total Non Current Liabilities	1,096,583	1,096,583
Total Liabilities	11,166,900	17,649,173
Net Assets	893,239,190	858,012,102
Equity		
Accumulated Surplus	441,344,852	399,026,981
Revaluation Surplus	372,281,964	373,264,431
Reserves	79,612,374	85,720,690
Total Equity	893,239,190	858,012,102

City of Karratha
Statement of Financial Activity
for the period ending 31 January 2018

Note 3: Cash and Cash Equivalents	2017/18
	\$
Unrestricted Cash	
Cash On Hand	15,555
Westpac on call	3,574,649
Term deposits	<u>15,153,524</u>
	<u>18,743,727</u>
Restricted Cash	
Reserve Funds	79,612,371
Restricted Unspent Grants	20,844
Westpac - Trust	<u>1,955,041</u>
	<u>81,588,256</u>
Total Cash	<u><u>100,331,984</u></u>

Note 4				
City of Karratha				
Notes To And Forming Part Of The Financial Statements				
by Divisions by Activities				
for the period ending 31 January 2018				
	2017/18 Budget	2017/18 Amended	2017/18 Year To Date Budget	2017/18 Actual To Date
	\$	\$	\$	\$
Note: Material Variance is Year to Date Amended Budget to Year to Date Actual (=> 10% or => \$50,000)				
EXECUTIVE SERVICES				
Net (Cost) Revenue to Council for Members of Council	(991,164)	(994,250)	(635,245)	(575,901)
Net (Cost) Revenue to Council for Executive Admin	(651,389)	(716,697)	(439,472)	(464,705)
CORPORATE SERVICES				
Net (Cost) Revenue to Council for Rates	26,712,585	26,150,178	41,239,034	41,254,285
Net (Cost) Revenue to Council for General Revenue	1,268,315	802,155	(431,726)	738,242
Net (Cost) Revenue to Council for Financial Services	(1,635,141)	(1,845,290)	(807,596)	(846,098)
Net (Cost) Revenue to Council for Corporate Services Admin	(22,468,416)	(23,040,140)	(20,531,465)	(17,280,098)
Net (Cost) Revenue to Council for Human Resources	(1,917,239)	(1,895,545)	(1,052,851)	(1,038,513)
Net (Cost) Revenue to Council for Governance & Organisational Strategy	(1,185,637)	(1,138,212)	(662,178)	(690,781)
Net (Cost) Revenue to Council for Information Services	(1,861,977)	(1,968,554)	(1,110,566)	(1,037,861)
Net (Cost) Revenue to Council for Television & Radio Services	(1,918)	(1,736)	(1,201)	(13,661)
Net (Cost) Revenue to Council for Business Improvement Process	0	0	0	0
Net (Cost) Revenue to Council for Staff Housing	(126,909)	65,746	133,230	(97,986)
Net (Cost) Revenue to Council for Public Affairs	(715,096)	(699,326)	(436,786)	(310,257)
COMMUNITY SERVICES				
Net (Cost) Revenue to Council for Partnerships - Rio Tinto	3,668,095	4,652,329	(3,909,415)	(2,918,837)
Net (Cost) Revenue to Council for Comm. Engagement - Other Buildings (Part & Eng)	82,000	88,000	90,000	95,034
Net (Cost) Revenue to Council for Comm. Engagement - Community Development	(1,156,840)	(1,450,323)	(761,886)	(632,511)
Net (Cost) Revenue to Council for Youth Services	(212,830)	(212,927)	(30,982)	(156,559)
Net (Cost) Revenue to Council for Comm. Engagement - Community Sponsorship	(847,275)	(829,875)	(400,730)	(394,227)
Net (Cost) Revenue to Council for Comm. Engagement - Daycare Centres	(85,717)	(77,486)	(70,068)	231
Net (Cost) Revenue to Council for Comm. Engagement - Child Health Clinics	(33,162)	(30,177)	(17,676)	(9,964)
Net (Cost) Revenue to Council for Karratha Entertainment Centre	(18,806)	(18,748)	(10,993)	(11,631)
Net (Cost) Revenue to Council for Roebourne Aquatic Centre	(1,507,069)	(1,591,472)	(1,393,268)	(1,254,234)
Net (Cost) Revenue to Council for Library Services	(2,287,082)	(2,293,762)	(1,361,663)	(1,338,222)
Net (Cost) Revenue to Council for Cossack Operations	(359,154)	(303,185)	(119,518)	(214,471)
Net (Cost) Revenue to Council for Ovals & Hardcourts	(1,861,652)	(1,686,679)	(531,010)	(677,827)
Net (Cost) Revenue to Council for Karratha Bowling & Golf	(577,030)	(585,202)	(346,427)	(333,071)
Net (Cost) Revenue to Council for Pavilions & Halls	(1,027,311)	(1,092,477)	(774,706)	(671,475)
Net (Cost) Revenue to Council for Comm. Projects - Leisure Projects	(538,602)	31,930	250,058	106,918
Net (Cost) Revenue to Council for Comm. Projects - Playgrounds	(327,454)	(313,606)	(154,091)	(230,296)
Net (Cost) Revenue to Council for Comm. Projects - Medical Services	113,110	30,771	55,826	44,892
Net (Cost) Revenue to Council for Other Buildings	(138,298)	(230,458)	(183,073)	(160,198)
Net (Cost) Revenue to Council for The Youth Shed	(1,229,272)	(1,236,166)	(717,074)	(727,565)
Net (Cost) Revenue to Council for Karratha Leisureplex	(4,363,625)	(4,200,625)	(2,329,708)	(2,123,066)
Net (Cost) Revenue to Council for Comm. Engagement - Pam Buchanan Family Centre	(74,901)	(95,100)	(54,670)	12,831
Net (Cost) Revenue to Council for Arts & Culture	(1,338,765)	(1,261,340)	(646,958)	(1,426,215)
Net (Cost) Revenue to Council for Dampier Community Hub	467,555	469,284	(321,508)	(233,151)
Net (Cost) Revenue to Council for Karratha Arts and Community Precinct	29,036,261	30,090,056	15,325,163	21,282,081
Net (Cost) Revenue to Council for Wickham Recreation Precinct	408,181	430,227	625,177	768,445
Net (Cost) Revenue to Council for Wickham Community Hub	(4,361,638)	(5,327,570)	976,685	509,176

City of Karratha				
Notes To And Forming Part Of The Financial Statements				
by Divisions by Activities				
for the period ending 31 January 2018				
	2017/18 Budget	2017/18 Amended	2017/18 Year To Date Budget	2017/18 Actual To Date
DEVELOPMENT & REGULATORY SERVICES				
Net (Cost) Revenue to Council for Emergency Services	(5,923)	(1,309)	(16,546)	(6,481)
Net (Cost) Revenue to Council for Ranger Services	(789,769)	(781,614)	(268,960)	(632,479)
Net (Cost) Revenue to Council for Tourism/Visitors Centres	(493,436)	(593,436)	(359,530)	(319,451)
Net (Cost) Revenue to Council for Community Safety	(352,100)	(339,165)	(16,225)	(106,235)
Net (Cost) Revenue to Council for Economic Development	(763,112)	(2,146,267)	(580,758)	(636,794)
Net (Cost) Revenue to Council for Camping Grounds	97,174	127,844	86,344	85,583
Net (Cost) Revenue to Council for Building Control	(379,165)	(351,988)	(162,099)	(125,620)
Net (Cost) Revenue to Council for Health Services	(903,905)	(894,972)	(502,717)	(581,028)
Net (Cost) Revenue to Council for Town Planning	(931,830)	(993,088)	(568,389)	(556,696)
Net (Cost) Revenue to Council for Strategic Planning	(596,532)	(421,320)	(259,311)	(341,806)
Net (Cost) Revenue to Council for Development Services	(39,600)	(29,600)	(23,400)	(25,550)
INFRASTRUCTURE SERVICES				
Net (Cost) Revenue to Council for Depots	(1,323,476)	(746,015)	(1,803,452)	(1,269,477)
Net (Cost) Revenue to Council for Public Services Overheads	870,512	877,277	517,252	46,818
Net (Cost) Revenue to Council for Fleet & Plant	988,643	924,191	213,846	229,250
Net (Cost) Revenue to Council for Roads & Streets	(5,982,787)	(6,361,379)	(3,806,704)	(2,666,929)
Net (Cost) Revenue to Council for Parks & Gardens	(2,367,282)	(2,798,598)	(1,668,382)	(1,260,579)
Net (Cost) Revenue to Council for Drainage	(692,050)	(453,986)	116,125	(224,846)
Net (Cost) Revenue to Council for Footpaths & Bike Paths	(1,574,035)	(1,680,959)	(1,048,623)	(845,033)
Net (Cost) Revenue to Council for Effluent Re-Use Scheme	(441,271)	(594,664)	(172,481)	(117,887)
Net (Cost) Revenue to Council for Cemeteries	(184,442)	(192,814)	(135,109)	(81,105)
Net (Cost) Revenue to Council for Public Toilets	(411,833)	(415,446)	(248,266)	(222,036)
Net (Cost) Revenue to Council for Beaches, Boat Ramps, Jetties	(646,722)	(762,960)	(350,227)	72,004
Net (Cost) Revenue to Council for Town Beautification	(2,534,376)	(2,430,826)	(1,241,782)	(893,308)
Net (Cost) Revenue to Council for Bus Shelters	(54,800)	(54,800)	(54,800)	(55,138)
Net (Cost) Revenue to Council for Private Works & Reinstatements	200,067	(357,166)	(3,346)	4,000
Net (Cost) Revenue to Council for Works Overheads	634,515	471,808	158,068	565,985
Net (Cost) Revenue to Council for Parks & Gardens Overheads	985,048	1,270,246	709,817	269,454
Net (Cost) Revenue to Council for Disaster Preparation & Recovery	(215,904)	(215,904)	(215,904)	(256,593)
Net (Cost) Revenue to Council for Tech Services	(3,771,098)	(3,844,602)	(2,245,907)	(2,373,384)
Net (Cost) Revenue to Council for SP & Infrastructure Services	(29,000)	(29,000)	(15,917)	(12,723)
STRATEGIC BUSINESS PROJECTS				
Net (Cost) Revenue to Council for Project Management	(539,912)	(424,863)	(190,761)	(202,922)
Net (Cost) Revenue to Council for Waste Collection	12,874	1,172,316	1,997,473	2,160,054
Net (Cost) Revenue to Council for Landfill Operations	(943,429)	(1,789,577)	(948,728)	1,413,503
Net (Cost) Revenue to Council for Waste Overheads	1,528,753	1,377,389	717,309	301,395
Net (Cost) Revenue to Council for Karratha Airport	10,682,270	10,685,347	1,226,988	2,097,497
Net (Cost) Revenue to Council for Other Airports	(13,561)	(6,268)	(268)	(508)

10.2 LIST OF ACCOUNTS FEBRUARY 2018

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Senior Creditors Officer
Date of Report:	28 February 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

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

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

COUNCILLOR/OFFICER CONSULTATION

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.

Payments for the month of February totalled \$8,644,208.45, which included the following payments:

- Doric Contractors – REAP Progress Claim - \$1,731,515
- Hitachi Construction Machinery – New Hitachi Excavator - \$413,380

- Pindan Contracting – Depot Administration Buildings Progress Claim - \$345,466
- Colin Wilkinson Dev. – Wickham Community Hub Progress Payment - \$331,319

Consistent with CG-11 Regional Price Preference Policy 57% of external payments reported for the period were made locally.

STRATEGIC IMPLICATIONS

This item is relevant to the Council’s approved Strategic Community Plan 2016-2026 and Corporate Business Plan 2016-2021. In particular, the Operational Plan 2017-2018 provided for this activity:

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

RISK MANAGEMENT CONSIDERATIONS

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

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

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

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

1. Trust Vouchers: nil;
2. EFT56959 to EFT57621 (Inclusive);
3. Cheque Vouchers 78480 to 78488 (Inclusive);
4. Cancelled Payments: EFT56378-56384, EFT56976, EFT56993, EFT57035-57038, EFT57049-57056, EFT57068, EFT57091, EFT57115, EFT57207, EFT57232, EFT57274, EFT57289, EFT57325-57484, EFT57532-57562, 78480, 78486-78488;
5. Direct Debits: DD30788.1 To DD30932.1;
6. Credit Card Payments: \$24,065.97;
7. Payroll Cheques \$1,516,589.27; and
8. 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 : 154029
MOVED : Cr Cucel
SECONDED : Cr Evans

That Council by SIMPLE Majority pursuant to Sections 6.7 and 6.9 of the *Local Government Act 1995* RESOLVES to ACCEPT payments totalling \$8,644,208.45 submitted and checked with vouchers, being made up of:

1. Trust Vouchers: nil;
2. EFT56959 to EFT57621 (Inclusive);
3. Cheque Vouchers 78480 to 78488 (Inclusive);
4. Cancelled Payments: EFT56378-56384, EFT56976, EFT56993, EFT57035-57038, EFT57049-57056, EFT57068, EFT57091, EFT57115, EFT57207, EFT57232, EFT57274, EFT57289, EFT57325-57484, EFT57532-57562, 78480, 78486-78488;
5. Direct Debits: DD30788.1 To DD30932.1;
6. Credit Card Payments: \$24,065.97; and
7. Payroll Cheques \$1,516,589.27

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Miller, Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
 AGAINST : Nil

Chq/EFT	Date	Name	Description	Amount
EFT56378-56384	12.01.2018	Various	Cancelled Payments	-500.00
EFT56959	02.02.2018	Telstra Corporation Ltd	Telephone Usage Charges	8,123.90
EFT56960	02.02.2018	Horizon Power	Electricity Usage Charges	9,096.80
EFT56961	02.02.2018	Water Corporation	Water Usage Charges	45,696.04
EFT56962	02.02.2018	Hart Sport	KLP - Teaching Mats Swim School	292.00

Chq/EFT	Date	Name	Description	Amount
EFT56963	02.02.2018	Perth Cadcentre	IT - 5 x Architecture Engineering Construction Collection (AEC) IC Commercial Single User ELD Annual Subscription Expiry 14/02/2019	14,603.60
EFT56964	02.02.2018	Parry's Merchants	Youth Shed - Stock And Cafe Items	399.70
EFT56965	02.02.2018	Soroptimist International Of Karratha & Districts	Community And Cultural Scheme - Funding For 2018 International Women's Day 'Sparkling High Tea' Event	2,909.70
EFT56966	02.02.2018	Programmed Skilled Workforce	Financial Services - Financial Analyst – S Lock WE 20/01/18	2,976.77
EFT56967	02.02.2018	Stihl Shop Redcliffe	Stock - Edger Blades	39.20
EFT56968	02.02.2018	Technical Irrigation Imports	P&G - Reticulation - Logic Board Plug-in Module To Suit SDS50 Controller	594.00
EFT56969	02.02.2018	Australian Institute Of Management - WA(AIM)	HR - Leadership Coaching - 11/12/2017	1,650.00
EFT56970	02.02.2018	ABCO Products	PBFC - Vacuum Cleaners	986.44
EFT56971	02.02.2018	Ausrecord Pty Ltd	Corporate Services - Labels	99.00
EFT56972	02.02.2018	Allround Plumbing Services Pty Ltd	Dampier Lions Park - Investigate and repair the toilet, Dampier Pavilion - Repair Urinal, 12 Knight Pl - Replace Kitchen Sink	1,495.32
EFT56973	02.02.2018	Ausolar Pty Ltd	Nickol West Skate Park - Investigate/Report On Damaged Lights, PBFC - Repair Main Light Switch Panel, 111 Sholl St - Replace Smoke Detectors	1,039.17
EFT56974	02.02.2018	Burkeair Pty Ltd	Karratha Airport - Replace Fan Barrel In AHU#5	11,190.30
EFT56975	02.02.2018	BB Landscaping WA Pty Ltd	Millars Well Daycare - Investigate Report & Repair Master Solenoid and Isolation Valves, 38 Clarkson - Repair Retic	473.00
EFT56976	02.02.2018	Hannah Brown	Cancelled Payment	0.00
EFT56977	02.02.2018	Sheree Buzzard	Refund - Prorata Dog Registration (dog now sterilised)	150.00
EFT56978	02.02.2018	D & S Wells (WA) Pty Ltd	REAP - Contract Award - RFT 01-17/18 Pedestrian Bridge	157,004.92
EFT56979	02.02.2018	Pilbara Motor Group - PMG	Plant Purchase - 1 2017 Toyota 200 Series Landcruiser GXL Turbo Diesel Automatic	82,995.20
EFT56980	02.02.2018	Pilbara Regional Council	Member Contribution To Pilbara Regional Council Q3	57,750.00
EFT56981	02.02.2018	Supercivil Pty Ltd	Construction Of New Footpath On Bathgate Road and Kestral Way	167,243.18
EFT56982	02.02.2018	Timik Development Pty Ltd	KLP Gymnasium Expansion Construction Project as per Tender RFT 32-16/17 - Progress Claim #4	123,325.96
EFT56983	02.02.2018	Foxtel For Business	WRP - Foxtel Charges 3 months	630.03
EFT56984	02.02.2018	Create It atf The Trustee For Create It Unit Trust	REAP - Time-lapse Camera Footage For 04/10/17 To 04/01/18	2,739.00
EFT56985	02.02.2018	Command IT Services	WRP Bistro - Investigate/Replace faulty security alarm panel, Millars Well Pavilion - Repair Vandalised Security Camera	3,802.37
EFT56986	02.02.2018	CS Legal (The Pier Group Pty Ltd T/as)	Rates - Debt Recovery Costs	863.65
EFT56987	02.02.2018	Chevron Australia Pty Ltd	Refund For Debtor C286 For Overpayment Of Invoice 102112 - Sept 2016 Aircraft Landings	2,250.42
EFT56988	02.02.2018	Discovery Sailing Adventures	Purchase of BBQ's & Accessories For Sam's Island	1,204.26
EFT56989	02.02.2018	StrataGreen (Strata Corporation Pty Ltd)	Replacement Equipment - HF14 Cicada Garden Rake	34.60
EFT56990	02.02.2018	Gresley Abas Pty Ltd	Wickham Community Hub Project Architect - Variation 16 - Abortive Work Steel	6,859.82
EFT56991	02.02.2018	G Bishops Transport Services Pty Ltd atft GBT Services Trust	Freight - Various	2,937.06
EFT56992	02.02.2018	Handy Hands Pty Ltd	Bulgarra Oval - Weed Control - Gardening - Application Of Turf Growth Regulator	8,184.61

Chq/EFT	Date	Name	Description	Amount
EFT56993	02.02.2018	Hunter Mechanical Pty Ltd	Cancelled Payment	0.00
EFT56994	02.02.2018	Insight Callcentre Services	Governance - Overcall Fees For December 2017	1,853.29
EFT56995	02.02.2018	M Jewkes	Reimbursement For Utilities as per Employment Contract	280.00
EFT56996	02.02.2018	Jolly Good In Car Audio and Entertainment T/A Jolly Good Auto Electric	KLP - 6 Vertex Submersible Speakers Vertex Vx456 Hand Held Radio	970.20
EFT56997	02.02.2018	Beyond Carpentry Contracting	4 McRae Court - Investigate/Service All Sliding Doors/Secure All Pelmet/Replace All Guides, 3 Teesdale Pl - Repair Patio Sliding Door, DCH - Install Hanging Artwork	972.40
EFT56998	02.02.2018	Jumping Jack Inflatables Pty Ltd	WRP - Inflatable Slide for Wickham Pool and Associated Equipment	8,415.00
EFT56999	02.02.2018	Karratha Building Co	Delambre Park Wickham - Carry Out Off-site Repairs To 3 x Shade Sails, Install 3 x shade sails, Supply/Install 8 new winches and associated hardware	9,721.25
EFT57000	02.02.2018	Sonic Healthplus Pty Ltd	Twinrix Fast Track Vaccinations	187.00
EFT57001	02.02.2018	Karratha Junior Rugby League	2017/18 Annual Community Grant Scheme - 20% Final Payment - Equipment And Ground Fees	2,017.80
EFT57002	02.02.2018	Leethall Constructions Pty Ltd	Traffic/Street Signage - Supply and install of signage along Bayview Road	4,840.00
EFT57003	02.02.2018	NBS Signmakers	Malster Park Playground - Install and Supply Replacement Signage	1,049.40
EFT57004	02.02.2018	NW Communications & IT Specialists	Wickham Library - Alarm Monitoring Nov 2017	107.63
EFT57005	02.02.2018	Ooh! Media Retail Pty Ltd	ShopaLite Digital Display Panel - Report It Campaign, Community Safety Survey Campaign and Christmas Campaigns at Karratha City Shopping Centre	3,850.00
EFT57006	02.02.2018	Prompt Contracting & Fencing Pty Ltd	RAC - Emergency Repairs to Pool Fence	1,100.00
EFT57007	02.02.2018	Pilbara Appliance Repairs	Environmental Health Laboratory Fridge - Find Fault And Repair	261.50
EFT57008	02.02.2018	RePipe Pty Ltd	Wickham Squash Courts - Re-connect the fire line to the meter, Dampier Shark Cage Beach - Plumbing Repairs	493.91
EFT57009	02.02.2018	Reece Pty Ltd	Dreamers Hill Upgrades - Reticulation works, Stock - Retic Parts	292.17
EFT57010	02.02.2018	Kmart Karratha	WRF, Youth Shed - School Holiday Program Resources 2018, Local History - Storage Boxes for Photographs	658.50
EFT57011	02.02.2018	Sigma Chemicals	Stock - Pool Chemicals	916.67
EFT57012	02.02.2018	Shire Of Wyndham - East Kimberley	Building - Certificate Of Design Compliance For Tambrey Pavilion Sign	99.00
EFT57013	02.02.2018	SMC Building Pty Ltd t/as Profix Building Maintenance	11 Frinderstein Way - Supply and install 2 x new robe doors, Kta Admin - Patch/Paint Walls in Managers Office, Wickham Squash Courts - Quote for Painting	1,913.07
EFT57014	02.02.2018	Smiths Detection (Australia) Pty Ltd	KTA Airport - Checked Baggage Passenger X-ray & Screening Equipment Mtce	3,127.03
EFT57015	02.02.2018	Telford Industries	Stock - Chlorine - Chem-Chlor	2,090.00
EFT57016	02.02.2018	Schneider Electric Buildings Aust. Pty Ltd	KLP & Main Admin Building - Preventative Maintenance Service Plan for Automatic Doors	15,505.88
EFT57017	02.02.2018	Turf Whisperer	Millars Well & Wickham Oval - Reduce Turf Shoulder Surrounding Synthetic Wickets	6,468.00

Chq/EFT	Date	Name	Description	Amount
EFT57018	02.02.2018	TWH Plumbing (Kurrajong Collective Pty Ltd Atf The Wood- hill Family Tr	KTA Airport & Main Admin Bldg - Replace Filters In Billi Unit, Micron Zip Filters in Water Fountains and Twin Cartridge Filters, Various Zippy Hot Water Units - Scheduled Maintenance/Serviceing, Tambrey Pavilion, Bulgarra North Toilets - Repair Taps	4,133.54
EFT57019	02.02.2018	The Nintirri Centre Inc	2018 Silver Sponsorship of Karijini Experience as per Council Resolution 153948	16,500.00
EFT57020	02.02.2018	Karratha Timber & Building Supplies	General Hardware Items for Repairs	170.69
EFT57021	02.02.2018	Village Roadshow Pty Ltd	Karratha Library - Roadshow Licence	1,100.00
EFT57022	02.02.2018	Woolworths Group Limited	Youth Shed - Supplies For 2018 January School Holidays Movie Marathon Beach Day Point Samson Sports Carnival & Culture Day, Youth Shed - Café Supplies, Restock Councillor Fridge, Office Kitchen Stock/Supplies	2,134.37
EFT57023	02.02.2018	West-Sure Group	KTA Airport - Monthly Cash Collection And Reconciliation Services December 2017	720.82
EFT57024	02.02.2018	Wood & Grieve Engineers	Depot Works - Additional Requested works to evaluate Depot Solar PV System RFT submissions	2,530.00
EFT57025	02.02.2018	Profix Australia - Glazing (West Pilbara Enterprises Pty Ltd T/as)	KLP - Vandalism - Investigate And Replace The 2x Glass Panels	391.05
EFT57026	02.02.2018	The Workwear Group Pty Ltd (Yakka Pty Ltd)	Uniforms	1,695.92
EFT57027	05.02.2018	Australian Taxation Office	BAS Payment	35,571.00
EFT57028	07.02.2018	Karratha Volunteer Fire And Rescue Services	2018 Australia Day Awards - Winner: Event/Activity of the Year	1,000.00
EFT57029	07.02.2018	Soroptimist International Of Karratha & Districts	2018 Australia Day Awards - Community Spirit Award - Donated by Winners Gary & Glen Slee	500.00
EFT57030	07.02.2018	Dan Pedersen	2018 Australia Day Awards - Winner: Environmental Award	1,000.00
EFT57031	07.02.2018	Rotary Club Of Karratha Inc	2018 Australia Day Awards - Community Spirit Award - Donated by Winners Gary & Glen Slee	500.00
EFT57032	07.02.2018	Navyaa Shukla	2018 Australia Day Awards - Winner: Young Citizen of the Year	1,000.00
EFT57033	07.02.2018	Tammy Tennant	2018 Australia Day Awards - Winner: Citizen of the Year	1,000.00
EFT57034	07.02.2018	Graeme Wilkes	2018 Australia Day Awards - Winner: Community Service	1,000.00
EFT57035- 57038	09.02.2018	Various	Cancelled Payments - System Error	0.00
EFT57039	09.02.2018	Signature Music Pty Ltd	A&C - 2018 Australia Day Community Celebration Production And Staging	3,300.00
EFT57040	09.02.2018	Blue Hat Cleaning Services T/a Damel Cleaning Services	DCH - Investigate & Clean All Mould In The Montessori Building	4,819.38
EFT57041	09.02.2018	Forpark Australia Pty Ltd	Playground Maintenance - S6007 Galvanised Caps 75mm X 75mm	293.70
EFT57042	09.02.2018	GHD Pty Ltd	7 Mile - Landfill Turkey Nest Design	7,040.00
EFT57043	09.02.2018	Hathaways Lubricants	Stock - Fuels & Oils	322.50
EFT57044	09.02.2018	Karratha Volunteer Fire And Rescue Services	A&C - Australia Day Firework Display Donation	550.00
EFT57045	09.02.2018	Cleanaway Pty Ltd	A&C - Christmas on the Green 2017 - Bins 11/12/2017 Wickham and Karratha	596.75
EFT57046	09.02.2018	Telstra Corporation Ltd	Telephone Usage Charges	532.75
EFT57047	09.02.2018	Horizon Power	Electricity Usage Charges	51,353.84
EFT57048	09.02.2018	Water Corporation	Water Usage Charges	20,849.72

Chq/EFT	Date	Name	Description	Amount
EFT57049-57056	09.02.2018	Various	Cancelled Payments - System Error	0.00
EFT57057	09.02.2018	Austral Pool Solutions	KLP - Equipment Repairs & Replacement - 24 Lane Rope Hooks Replacement	621.72
EFT57058	09.02.2018	Bunzl Brands & Operations Pty Ltd (Worksense)	Uniforms	76.69
EFT57059	09.02.2018	Atom Supply	P&G - Tool Box, plastic containers, Flowmeter, Castor Wheels, Camlock, Tech Screws	4,138.13
EFT57060	09.02.2018	J Blackwood & Son Pty Limited	P&G - Replacement Drill / Driver Hammer Milwaukee M18 Skin	389.18
EFT57061	09.02.2018	Australasian Performing Right Assoc (APRA)	Moonrise Cinema - Licence Period 01/01/2018 To 31/03/2018 3 of 4	647.56
EFT57062	09.02.2018	ABCO Products	Stock - Materials - Grill Brick	442.66
EFT57063	09.02.2018	Airport Security Pty Ltd	Karratha Airport ASIC Printing FY17/18	264.00
EFT57064	09.02.2018	Allround Plumbing Services Pty Ltd	Refund - Overpayment Of Invoice 107748	274.00
EFT57065	09.02.2018	All Access Australasia	Library Resources	71.76
EFT57066	09.02.2018	Oberix Group Pty Ltd t/as Alerton Australia	DCH - Investigate And Carry Out Re-Commissioning And Testing Of Alerton Australia Bacnet Building Automation System	5,864.10
EFT57067	09.02.2018	Ausolar Pty Ltd	A&C - Labour And Electrical Services For Sharpe Ave Light Walk, Admin Carpark - Relocate 2 Light Poles, DCH - Repair RCD's, Waste - Electrical Repairs to Cribroom, Wickham Oval - Remove and Install new Retic Controller	17,019.07
EFT57068	09.02.2018	Active Discovery (Humphrey Group Australia)	Cancelled Payment	0.00
EFT57069	09.02.2018	Barth Bros Automotive Machining	Stock - Parts for Plant Repairs	1,588.43
EFT57070	09.02.2018	BOC Limited	Karratha Airport & Workshop - Oxygen Industrial E2 Cylinder Rental	675.05
EFT57071	09.02.2018	Bunzl Ltd	Stock - Hand Soap	431.97
EFT57072	09.02.2018	Beaurepaires	Plant Repairs	390.62
EFT57073	09.02.2018	BC Lock & Key	RAC - Supply 10 Ordinary Padlocks & 3 Weather Proof Padlocks R618 Stamped, Youth Services - Rekey barrel to AC Compound	1,572.10
EFT57074	09.02.2018	Bez Engineering	Fuso Fighter Repairs - Repair/Replace Jerry Can Holder, Tipper Trailer - Tarp Poles and Controls, Beach Maint - Bin Support Frame, Millars Well Playground - Repair Playground Furniture, Forklift - Straighten Mast	12,877.04
EFT57075	09.02.2018	BBC Entertainment	A&C - Christmas 2017 Santa Entertainer Sharpe Ave Light Walk	440.00
EFT57076	09.02.2018	BB Landscaping WA Pty Ltd	Staff Housing - Monthly Garden Maintenance	1,078.00
EFT57077	09.02.2018	Broome Automotive Group Pty Ltd	Purchase of One (1) Isuzu MUX LSM 4x4 Diesel Automatic Transmission	43,582.50
EFT57078	09.02.2018	Hitachi Construction Machinery	Plant-Landfill Operations - Supply & Deliver 1 x Hitachi ZX350H-5 Excavator Plant # P8022	413,380.00
EFT57079	09.02.2018	Water Corporation	Water Usage Charges	30,492.03
EFT57080	09.02.2018	Water Corporation	Water Usage Charges	10,263.48
EFT57081	09.02.2018	Water Corporation	Water Usage Charges	7,122.53
EFT57082	09.02.2018	Centurion Transport Co Pty Ltd	Freight - Various	88.69
EFT57083	09.02.2018	Cabcharge Australia Pty Ltd	Cabcharge Account fee - 01/01/2018 To 28/01/2018	6.00

Chq/EFT	Date	Name	Description	Amount
EFT57084	09.02.2018	Cardile International Fireworks	A&C - Australia Day 2018 - KLP Fireworks Display As Per Contract	16,500.00
EFT57085	09.02.2018	Chrysalis Quantity Surveying Pty Ltd	WCH - Quantity Surveyor/Cost Management Services Costs	2,922.53
EFT57086	09.02.2018	Critical Stages	REAP - 50% Payment On Signing Of Contract For Performance At REAP	3,025.00
EFT57087	09.02.2018	Fildes Food Safety Pty Ltd	Health - Crimped Hair Nets	13.20
EFT57088	09.02.2018	Lisa Pearce T/a Karratha Mobile Veterinary Services	Animal Control	662.00
EFT57089	09.02.2018	Development Cartographics (the Trustee For The Beal Family Trust)	Plan Preparation/modification - Karratha Dampier Roebourne Point Samson & Wickham	220.00
EFT57090	09.02.2018	E & MJ Rosher Pty Ltd	Stock	321.00
EFT57091	09.02.2018	Emmanuel Corporation Pty Ltd T/A Bed Bath Beauty	Cancelled Payment	0.00
EFT57092	09.02.2018	Farinosi & Sons Pty Ltd	7 Mile Waste - 8120589 - Table Blowmould Std 1. 8m Lifetime	410.10
EFT57093	09.02.2018	Focus Banners Pty Limited	WCH Project - Print And Delivery Of 2 x Bannermesh	880.00
EFT57094	09.02.2018	StrataGreen (Strata Corporation Pty Ltd)	P&G - Replacement Equipment - Swissmex 15 Litre Knapsack Sprayer	720.54
EFT57095	09.02.2018	G Bishops Transport Services Pty Ltd aftt GBT Services Trust	Freight - Various	1,297.35
EFT57096	09.02.2018	Home Hardware Karratha	General Hardware Items for Repairs	120.70
EFT57097	09.02.2018	Handy Hands Pty Ltd	Millars Well And Pegs Creek Drains - Weed Spraying, Dampier Hwy/Madigan Rd - Reserve Weed Spraying, Bulgarra Oval - Fertilising	17,048.00
EFT57098	09.02.2018	Hunter Mechanical Pty Ltd	Plant Repairs	2,903.00
EFT57099	09.02.2018	Karratha Signs	Plant - Spare Parts - Decals X 2 Hitachi Excavator Information	66.00
EFT57100	09.02.2018	Jolly Good In Car Audio and Entertainment T/A Jolly Good Auto Electric	Plant Repairs - Various	7,577.45
EFT57101	09.02.2018	Beyond Carpentry Contracting	WRP Bistro - Supply and Install Walk Way in the Ceiling Space, RAC - Repairs after Vandalism, FBCC - Resecure Toilet door, Replace Lock to AC Compound	7,367.69
EFT57102	09.02.2018	Sonic Healthplus Pty Ltd	Health & Safety - Hep A & B Vaccinations	753.00
EFT57103	09.02.2018	Karratha Machinery Hire	Refuse Site Maintenance - Transport 36t Excavator From Shire Depot To 7 Mile And Return	1,012.00
EFT57104	09.02.2018	Rikker Holdings Pty Ltd T/a Karratha Tilt Tray And Towing	Removal/Disposal Of Abandoned Car Bodies	506.00
EFT57105	09.02.2018	Karratha Automotive Group - KAG	Plant Repairs	648.55
EFT57106	09.02.2018	Wesfarmers Kleenheat Gas Pty Ltd	KLP - LPG Bulk	2,042.96
EFT57107	09.02.2018	Karratha Panel & Paint (Tunstead Family Trust T/a)	Removal/Disposal Of Abandoned Car Bodies	550.00
EFT57108	09.02.2018	Kennards Hire Pty Limited	Drainage Maintenance - Hire Of 2.5t Roller Twin Drum 15/01/18 To 17/01/18	420.00

Chq/EFT	Date	Name	Description	Amount
EFT57109	09.02.2018	Ko Aye T/as K & S Mobile Windscreen Service	Plant Repairs	2,160.00
EFT57110	09.02.2018	Kurrajong Collective Pty Ltd Af The Wood-hill Family Trust	REAP - Qualitative Research Study 50% Deposit	4,356.00
EFT57111	09.02.2018	Modern Teaching Aids Pty Ltd (MTA)	KLP - Holiday Program Materials	59.29
EFT57112	09.02.2018	Majun Construction Pty Ltd	DCH - Investigate/Report/Replace Roller Door Stoppers With Heavy Duty Stoppers, Shark Cage Beach - Replace Decking	1,376.08
EFT57113	09.02.2018	NBS Signmakers	Signage - Street Blades x 65 Aluminium Black On White Double Sided	3,396.25
EFT57114	09.02.2018	Titan Australia Pty Ltd	Plant Repairs	1,707.75
EFT57115	09.02.2018	Robert Neailey	Cancelled Payment	0.00
EFT57116	09.02.2018	Ixom Operations Pty Ltd (Orica)	KLP & RAC - 920kg Cylinders Chlorine Gas	5,286.60
EFT57117	09.02.2018	Ooh! Media Retail Pty Ltd	Moonrise Cinema - April Advertising Shopalite Panel	418.00
EFT57118	09.02.2018	Pilbara Motor Group - PMG	Parts for Plant Repairs	267.11
EFT57119	09.02.2018	The Paper Company Of Australia Pty Ltd	Stock- Stationery - A4 Paper 80gsm Pure White	841.50
EFT57120	09.02.2018	P & M Automotive Equipment	Mechanical & Service - Service And Safety Compliance Inspection Completed On Workshop Hoist	275.00
EFT57121	09.02.2018	Prompt Contracting & Fencing Pty Ltd	A&C - Australia Day 2018 Celebrations - Fencing	1,650.00
EFT57122	09.02.2018	Recco Auto Parts	Parts for Plant Repairs	152.14
EFT57123	09.02.2018	Roy Galvin & Co Pty Ltd (Galvins)	Retic Stock	224.34
EFT57124	09.02.2018	Raeco	Karratha Library - Spine Labels And Book Covering Requirements	367.43
EFT57125	09.02.2018	Red Dot Stores	A&C - Australia Day 2018 Merchandise For Aussie Outback Sundowner Giveaways	355.50
EFT57126	09.02.2018	Holcim (Australia) Pty Ltd	Rates Refund For Assessment A59237	319.40
EFT57127	09.02.2018	Red Earth Flowers	Sports Awards - Centrepieces x 10 And Stage Flowers	300.00
EFT57128	09.02.2018	RFF Pty Ltd	Kevin Richards Oval Project - Community Development - Economic Viability Assessment To Accompany Federal Funding Application (BBRF)	11,792.00
EFT57129	09.02.2018	Rowe Plumbing Pty Ltd	Cossack - Investigate And Repair The Two Leaks To The Main Line Into Cossack, Dreamers Hill Upgrade - Retic Works	1,464.74
EFT57130	09.02.2018	RePipe Pty Ltd	Dampier Lions Park Investigate And Repair Leak Behind Toilet Block, WRF - Replace Leaking Tap	549.47
EFT57131	09.02.2018	Reece Pty Ltd	Stock - Retic Parts	5,597.11
EFT57132	09.02.2018	Kmart Karratha	Wickham Library - Program Resources, Youth Shed - Replace Cricket Set, Youth Services - Program Supplies	1,314.00
EFT57133	09.02.2018	Decor8 Australia Pty Ltd	Provision Of Graffiti Removal Services January 2018 - Rft16-16/17	8,349.00
EFT57134	09.02.2018	Shire Of Wyndham - East Kimberley	Certificate of Design Compliance for Building Permit Application 180032 - Signage Project for Economic Development	99.00
EFT57135	09.02.2018	SMC Building Pty Ltd t/as Profix Building Maintenance	22a Frinderstein Way - Investigate And Replace Shower Screens	1,400.19

Chq/EFT	Date	Name	Description	Amount
EFT57136	09.02.2018	Sidameneo (456) Pty Ltd T/a Karratha Medical	MSES Agreement 2016 - Travel Allowance for Doctors	4,400.00
EFT57137	09.02.2018	Slavin Architects Pty Ltd	Depot Office Building Expansion - Architectural Inspection During Construction Process	1,012.00
EFT57138	09.02.2018	Stainless Creation Pty Ltd	Plant - Fabricate And Supply Box Infill For Truck For Storage	495.00
EFT57139	09.02.2018	20th Century Fox Film Distributors Pty Ltd	Moonrise Cinema 2018 - Film Licence Ferdinand 20/01/2018	1,016.60
EFT57140	09.02.2018	The Walt Disney Company Pty Ltd	Moonrise Cinema 2018 - Film Licence Star Wars The Last Jedi 12/01/2018	1,481.40
EFT57141	09.02.2018	TWH Plumbing (Kurrajong Collective Pty Ltd Atf The Woodhill Family Tr	Pt Samson Toilets - Investigate Report And Repair Blocked Mens Urinal, 15 Teesdale - Replace Kitchen Tap	772.81
EFT57142	09.02.2018	Totally Workwear	Uniforms	862.98
EFT57143	09.02.2018	Taranis Power Group Pty Ltd	KLP - Generator Test Onsite	836.00
EFT57144	09.02.2018	The Trustee For The Twomey Family Trust T/A Bay Of Isles Furniture	Staff Relocation	4,840.00
EFT57145	09.02.2018	The Trustee For Rass Trust (Just You Beauty Salon)	Take Your Business Online Grants Scheme as per Council Resolution 153835	4,290.00
EFT57146	09.02.2018	Hannah Brown	Refund For Replacement Bin	90.00
EFT57147	09.02.2018	Karratha Timber & Building Supplies	General Hardware Items for Repairs	507.06
EFT57148	09.02.2018	Virtual Graffiti Australia Pty Ltd	IT - APC Smart UPS 1500VA	2,153.00
EFT57149	09.02.2018	Woolworths Group Limited	Youth Services Eastern - Program Resources, Youth Shed - Café Supplies, Councillor Meeting - Catering, Office Kitchen Supplies	1,379.15
EFT57150	09.02.2018	Waste Management Association Of Aust	WS - Membership Subscription Corporate/Government 1	467.50
EFT57151	09.02.2018	Wrapped Creations	Refund For Debtor W316 for Overpayment Of Invoice 107826	507.50
EFT57152	09.02.2018	Xpress Enterprises Pty Ltd T/as Hoseexpress	Plant Repairs	428.91
EFT57153	09.02.2018	The Workwear Group Pty Ltd (Yakka Pty Ltd)	Uniforms	337.92
EFT57154	09.02.2018	Yaburara & Coastal Mardudhunera Aboriginal Corporation (Yacmac)	Litter Control - Provision Of Litter Collection Staff 01/01/18 To 24/01/18	28,314.00
EFT57155	09.02.2018	Australian Institute Of Company Directors	HR - Company Directors Course - 19/02/2018	7,235.00
EFT57156	09.02.2018	The Karratha Falcons Football & Sporting Club Inc	Sports Funding Scheme - Quarterly Grants October 2017 - Flights Accommodation & Course Fee - Level 2 Coaching Course	1,531.34
EFT57157	09.02.2018	Norwest Sand & Gravel Pty Ltd	Karratha Cemetery - Reticulation - Supply And Deliver Irrigation Bedding Sand	762.30
EFT57158	09.02.2018	North West Training & Inspection Services Pty Ltd T/as North West Oil	Plant - KLP EWP Inspection	495.00
EFT57159	09.02.2018	Poolmart Karratha	KLP - Pool Cleaning Nets	70.00
EFT57160	09.02.2018	Parry's Merchants	Stock - Bottle With Adjustable Spray 750 ml	286.20
EFT57161	09.02.2018	Poinciana Nursery	Reserves - Slash/Brush Cut Footpath Bowerbird Drive Nickol	176.00
EFT57162	09.02.2018	Programmed Skilled Workforce	Financial Services - 3 Month Work Placement Financial Analyst - Week Ending 27/01/2018	2,411.55
EFT57163	09.02.2018	TNT Express	Freight	110.53

Chq/EFT	Date	Name	Description	Amount
EFT57164	09.02.2018	City Of Karratha	Payroll deductions	160.00
EFT57165	09.02.2018	City Of Karratha	Payroll deductions	2,124.00
EFT57166	09.02.2018	T Swetman - (Mortgage Account)	Home Ownership Allowance	555.00
EFT57167	09.02.2018	D Cleaver (Mortgage Account)	Home Ownership Allowance	400.00
EFT57168	09.02.2018	A Dorning - (Mortgage Account)	Home Ownership Allowance	840.00
EFT57169	09.02.2018	L Gan - (Mortgage Account)	Home Ownership Allowance	970.00
EFT57170	09.02.2018	P Heekeng - (Mortgage Account)	Home Ownership Allowance	630.00
EFT57171	09.02.2018	S Kot (Mortgage Account)	Home Ownership Allowance	932.63
EFT57172	09.02.2018	C King (Mortgage Account)	Home Ownership Allowance	809.79
EFT57173	09.02.2018	Maxxia Pty Ltd	Payroll deductions	18,844.96
EFT57174	09.02.2018	Nancy Milligan - (Mortgage Account)	Home Ownership Allowance	769.30
EFT57175	09.02.2018	Elizabeth Muller	Court Order Deduction Ref PTW1516/2014	695.00
EFT57176	09.02.2018	Rebecca Steinki (Mortgage Account)	Home Ownership Allowance	630.00
EFT57177	09.02.2018	Brian Wall (Mortgage Account)	Home Ownership Allowance	586.23
EFT57178	14.02.2018	Australian Taxation Office	Payroll deductions	281,247.00
EFT57179	14.02.2018	Child Support Agency	Payroll deductions	1,525.58
EFT57180	09.02.2018	JetGo Australia Holdings Pty Limited	Payment 2 - Feb 2018 in accordance with Sponsorship Agreement SCHEDULE 2 Paragraph 4	141,406.35
EFT57181	16.02.2018	Pindan Contracting Pty Ltd	Depot Admin - Construction Rft 03-17/18 Daac - New Administration Building Progress Claim #4	345,465.80
EFT57182	16.02.2018	Brajkovich Demolition & Salvage (WA) Pty Ltd	Refund - Debtor B352 Overpayment of Invoice 106526	89,475.76
EFT57183	16.02.2018	Chemsearch Australia (NCH Australia Pty Limited)	Stock - Drums Super Chemzyme 1V Plus	1,960.75
EFT57184	16.02.2018	Winc Australia Pty Limited (Formerly Staples)	Stationery Items - Various Departments	318.92
EFT57185	16.02.2018	Signature Music Pty Ltd	Moonrise Cinema 2017 - Projectionist July 2017	5,500.00
EFT57186	16.02.2018	Dampier Community Association	DCA Acads 2017/18 - 30% Progress Payment - Dampier Beachside Markets	24,414.20
EFT57187	16.02.2018	Blue Hat Cleaning Services T/a Damel Cleaning Services	DCH - Building Maintenance Cleaning - Cleaning Of Mould	2,783.00
EFT57188	16.02.2018	GHD Pty Ltd	WS - Summer Profile Waste Audit	42,413.80
EFT57189	16.02.2018	Karratha Bmx Club	5% Final Instalment 2016/17 Annual Community Grant Scheme - Costs Associated With Groundworks To Install UCI Compliant Gate	1,000.00
EFT57190	16.02.2018	LRW's Electrical & Northwest Honda (Lawmar Holdings P/L)	Stock - Materials - Alloy Trimmer Head	59.90
EFT57191	16.02.2018	Les Mills Aerobics Australia	KLP - Les Mills Group Fitness Fees February 2018	2,178.84
EFT57192	16.02.2018	Lil's Retraivision Karratha	The Youth Shed - Cords For Sound System In The Drop In Space	27.90
EFT57193	16.02.2018	North West Training & Inspection Services Pty Ltd T/as North West Oil	Plant - Airport Scissor lift Annual Inspection	550.00

Chq/EFT	Date	Name	Description	Amount
EFT57194	16.02.2018	Water2water	KLP - Rental Of Water Cooler And Reverse Osmosis System	66.00
EFT57195	16.02.2018	Parry's Merchants	RAC - Café Stock	249.45
EFT57196	16.02.2018	Poinciana Nursery	Slashing Of Drainage Reserves, Madigan Estate and Cemetery Open Spaces	21,846.00
EFT57197	16.02.2018	Salt Junior Soccer Club Inc.	Jnr Sport - Light Token Reimbursement Season 2017	385.00
EFT57198	16.02.2018	Programmed Skilled Workforce	Financial Services - Work Placement - Financial Analyst - WE 03/02/18	3,014.44
EFT57199	16.02.2018	Stihl Shop Redcliffe	PG - Stihl Forestry Harness	418.45
EFT57200	16.02.2018	Everywhere Travel & Cruise Karratha	HR - Flights For OHS For Managers & Supervisors Facilitator, Flights for Conflict Resolution Course Facilitator	1,378.28
EFT57201	16.02.2018	TNT Express	Freight - Various	386.22
EFT57202	16.02.2018	M Waterstrom	Reimbursement for Supplies For Upkeep Of Main Admin/Annex Building Plants	80.55
EFT57203	16.02.2018	C Watts	Reimbursement Utilities as per Managers Contract	81.56
EFT57204	16.02.2018	Delron Cleaning Pty Ltd	KTA Airport & KLP - Cleaning Services January 2018 Contract RFT 04-15/16	86,982.50
EFT57205	16.02.2018	Caltex Aust Petroleum Pty Ltd	Stock - Bulk Diesel Fuel for Tanks at Waste and Depot	35,563.03
EFT57206	16.02.2018	Burkeair Pty Ltd	Quarterly Air Conditioner Servicing and Maintenance - Various Sites, Depot - Clean Filters, NB BFB - Replace Thermostat, Main Admin - Repair Councillor Fridge	8,162.00
EFT57207	16.02.2018	Ausolar Pty Ltd	Cancelled Payment	0.00
EFT57208	16.02.2018	Ausolar Pty Ltd	KTA Airport - Replace Sewage Control System On Sewerage Pump, Roebourne Oval - Repair Electrical Fault on Irrigation Control, KLP - Replace Lock Barrel to Auto Door to Outdoor Courts, Waste - Install 10amp appliance intel, DCH - Replace Fans & Check Circuits, Repair Ceiling Fans, Hearsons Cove - BBQ Area Works for Upgrade, Scheduled Maintenance on Auto Doors - Various Sites	18,265.10
EFT57209	16.02.2018	Bunzl Brands & Operations Pty Ltd (Worksense)	HR - Safety Boots and Uniforms	644.61
EFT57210	16.02.2018	Atom Supply	Stock - Materials - Star Picket 1.8m, Dustpan/Brush Sets, Long Handles	1,129.72
EFT57211	16.02.2018	J Blackwood & Son Pty Limited	Safety Boots, First Aid Supplies, Disposable Gloves, Pressure Pak Paint	1,221.09
EFT57212	16.02.2018	Avdata Australia	Kta Airport - Monthly Data Reporting Fee 2017-12	665.72
EFT57213	16.02.2018	Alloy & Stainless Products Pty Ltd (ASP)	Stock - Materials - Mower Blade	76.66
EFT57214	16.02.2018	Allround Plumbing Services Pty Ltd	7b Petersen Court - Investigate/Repair/Replace Shower Rose	154.06
EFT57215	16.02.2018	A.C.T. Industrial Pty Ltd	Hooklift Bin - T612a - 30m3 Hooklift Bin With Topcoat Enamel Paint	23,633.50
EFT57216	16.02.2018	Adept Project Delivery	REAP - Project Management Services Of S Shields January 2018	14,960.00
EFT57217	16.02.2018	Active Discovery (Humphrey Group Australia)	Wickham Fitness Trails - Installation Of Fitness Equipment And Sofffall	28,490.00
EFT57218	16.02.2018	Barth Bros Automotive Machining	Stock - Parts for Plant Repairs	416.45
EFT57219	16.02.2018	BOC Limited	Sundry Equipment - Sign Shed And Railing Works - Small Welder	415.15
EFT57220	16.02.2018	Bunzl Ltd	Stock - Toilet Tissue Dispenser Stainless Steel W/lock	1,291.65

Chq/EFT	Date	Name	Description	Amount
EFT57221	16.02.2018	Beaurepairs	Plant Repairs	28.84
EFT57222	16.02.2018	BC Lock & Key	RAC - Installation Of Latch And EK Padlock On Irrigation Box, 22A Shadwick Dr - Replace Security Lock	556.89
EFT57223	16.02.2018	Building Commission (Building Services Levy)	BSL Receipts - January 2018	7,761.54
EFT57224	16.02.2018	Beacon Equipment	Stock - Parts for Plant Repairs	216.95
EFT57225	16.02.2018	BP Australia Pty Ltd	Fleet Fuel for Jan 2018	5,474.82
EFT57226	16.02.2018	Broome Automotive Group Pty Ltd	Plant Repairs	1,370.00
EFT57227	16.02.2018	Telstra Corporation Ltd	Phone Usage Charges	20,531.86
EFT57228	16.02.2018	Horizon Power	Electricity Usage Charges	116,626.01
EFT57229	16.02.2018	Water Corporation	Water Usage Charges	11,498.50
EFT57230	16.02.2018	Water Corporation	Water Usage Charges	5,463.45
EFT57231	16.02.2018	Chemform	Ground Surface Treatment - Reodorant Disinfectant (20 ltr)	345.13
EFT57232	16.02.2018	Command IT Services	Cancelled Payment	0.00
EFT57233	16.02.2018	Comtec Data Pty Ltd	Wickham SES Building - Investigate Possible Water Damage To Security System And Report, Change Alarm Codes and Program Additional Codes	363.00
EFT57234	16.02.2018	CS Legal (The Pier Group Pty Ltd T/as)	Rates - Debt Recovery Costs	722.37
EFT57235	16.02.2018	Complete Tyre Solutions (Complete Tyre Solutions Unit Trust t/as)	Plant Repairs	685.30
EFT57236	16.02.2018	Cracker Jack Paddle Sports	The Youth Shed - SUP Boards Youth Clinic Program	450.00
EFT57237	16.02.2018	Draeger Australia Pty Ltd	WRP - Replacement BAS	2,699.40
EFT57238	16.02.2018	Castledex Pty Ltd	REAP - Contract Award RFQ 18-17/18 Fit Out Furniture 30% Deposit	16,345.56
EFT57239	16.02.2018	Data#3 Limited	IT - Hardware And Software Support Cisco 3560 Switches (3 Units) Serial Numbers Foc2003z2re Foc2004z38s Fox2004z399	216.95
EFT57240	16.02.2018	Dave's Transit Service	The Youth Shed - Bus For School Holidays Program To Hearsons Cove	429.00
EFT57241	16.02.2018	Daysafe Training & Assessing	Kta Airport - Tractor Training/Assessing x 4	3,749.40
EFT57242	16.02.2018	Daimler Trucks Perth	Plant repairs	387.98
EFT57243	16.02.2018	Donald Cant Watts Corke (WA) Pty Ltd	REAP - Contract Variation Revised Fee Proposal Rft 33-13/14 Cost Manager Quantity Surveyor	8,436.51
EFT57244	16.02.2018	Lisa Pearce T/a Karratha Mobile Veterinary Services	Animal Control	220.00
EFT57245	16.02.2018	E & MJ Rosher Pty Ltd	Stock	417.75
EFT57246	16.02.2018	FE Technologies Pty Ltd	Kta Library - Annual Maintenance Fee	5,082.00
EFT57247	16.02.2018	G Bishops Transport Services Pty Ltd atft GBT Services Trust	Freight - Various	3,721.09
EFT57248	16.02.2018	Home Hardware Karratha	General Hardware Items for Repairs	289.46
EFT57249	16.02.2018	Studiocanal Pty Ltd (previously Hoyts Distribution)	Moonrise Cinema 2018 - Only The Brave 19/01/2018	357.50
EFT57250	16.02.2018	Hazable Pty Ltd	Australia Day Celebrations - Monster Truck Shattered Silence Demonstration 50% Balance	15,565.00
EFT57251	16.02.2018	ZircoData Pty Ltd	Corporate Compliance Records Management - Archive Storage And Retrieval Costs 26/12/17 To 25/01/18	1,901.40

Chq/EFT	Date	Name	Description	Amount
EFT57252	16.02.2018	Unisite Group	Roebourne Entry Statement - Urbanstyle Bench Seat	1,372.80
EFT57253	16.02.2018	Karratha Signs	Wickham Community Hub - 2 X AO Corflute Signs	264.00
EFT57254	16.02.2018	M Jewkes	Reimbursement Utilities as per Managers Contract	70.00
EFT57255	16.02.2018	Jolly Good In Car Audio and Entertainment T/A Jolly Good Auto Electric	Plant Repairs	1,969.20
EFT57256	16.02.2018	Beyond Carpentry Contracting	WRP - Investigate And Resecure Fire Extinguisher, Staff Housing - Various Small Repairs/Maintenance works	1,492.70
EFT57257	16.02.2018	JCB Construction Equipment Australia (CFC Holding Pty Ltd)	Stock - Tiger Tooth	90.75
EFT57258	16.02.2018	Kott Gunning	REAP - Legal Costs Associated With Extension Of Time Claim 03 With Doric Contractors - Arbitration Documentation	3,635.28
EFT57259	16.02.2018	Rikker Holdings Pty Ltd T/a Karratha Tilt Tray And Towing	Removal/Disposal Of Abandoned Car Bodies	451.00
EFT57260	16.02.2018	Karratha Panel & Paint (Tunstead Family Trust T/a)	Plant - Transportation Clark Forklift 7 Mile Waste Facility To Depot	198.00
EFT57261	16.02.2018	Karratha Garage Doors (anz Building & Construction Pty Ltd T/as)	KLP - Investigate and service the Chlorine Storage shed roller door and repair	148.50
EFT57262	16.02.2018	Kennards Hire Pty Limited	A&C - Australia Day 2018 - Forklift Hire Includes Delivery And Collection	656.15
EFT57263	16.02.2018	Karrasupa Pty Ltd Tas Harvey Norman Karratha	Wickham Library - Bluetooth Speaker For Children's Programs	153.00
EFT57264	16.02.2018	KC Mobile Pool Maintenance	15 Teesdale Place - Monthly Pool Maintenance	115.00
EFT57265	16.02.2018	Land Surveys NPJS Pty Ltd	Contribution - Pt Samson Community Assoc - Full Feature Site Survey For Point Samson Community Park	3,795.00
EFT57266	16.02.2018	Marketforce	Advertising - Various	743.76
EFT57267	16.02.2018	Majun Construction Pty Ltd	7 Mile - Records Crib Room Refurbishment, 39 Clarkson - Repair Doors	15,832.01
EFT57268	16.02.2018	Redwave Media Ltd	Australia Day 2018 Radio Campaign And Live Broadcast	2,200.00
EFT57269	16.02.2018	Nickol Bay Hockey Association	Community Club Development - Sports Awards Prizes And Futureclubs Promotional Materials	110.00
EFT57270	16.02.2018	Titan Australia Pty Ltd	Plant Repairs	715.00
EFT57271	16.02.2018	Neverfail Springwater Pty Ltd - 7 Mile Waste Account (906919689)	WM - Monthly Fee For Water Filter Unit, 15L Refill Bottles	190.25
EFT57272	16.02.2018	Neverfail Springwater Pty Ltd - Wickham Transfer Station (906952386)	Wick Trs Stn - 15 Litre Spring Water Bottles x 1	13.25
EFT57273	16.02.2018	North West Occupational Hygiene	DCH - Defect Works - Delivery Of Gelair AB2 Blocks And Fogging Solution	6,307.68
EFT57274	16.02.2018	Macayla Louise Nelson t/as Macayla Nelson Photography	Cancelled Payment	0.00
EFT57275	16.02.2018	Fulton Hogan Industries Pty Ltd (pioneer Road Services)	Road Maintenance - 3000lt Ibc-crs 60/170 Emulsion Delivered To City Of Karratha	3,861.00
EFT57276	16.02.2018	Pacific Biologics	Mosquito Management - Prolink Briquets	5,881.88
EFT57277	16.02.2018	Pilbara Copy Service	Photocopy / Printer Charges	518.24

Chq/EFT	Date	Name	Description	Amount
EFT57278	16.02.2018	Roebourne PCYC (The Federation Of WA Police & Community Youth Centres)	Roebourne PCYC Annual Community Grant Scheme 2017/18 - 30% Progress Payment - Safe Space Program	8,253.68
EFT57279	16.02.2018	Repco Auto Parts	Stock - Cable Ties, Filters (Various), Stanley Knives, Batteries, Trailer Plugs	640.61
EFT57280	16.02.2018	Raeco	Library Resources	232.10
EFT57281	16.02.2018	Roebourne Dingo Hire	Removal Of Abandoned Vehicles - Hire Of 4x4 Loader To Retrieve 3 Vehicles From Beach Edge Two Large Mooring Buoys Storm Damaged And Trailer - Transport 7 Mile Waste Station	2,750.00
EFT57282	16.02.2018	Reface Industries Pty Ltd	Karratha Library - Consumables For Disc Cleaning Machine	588.08
EFT57283	16.02.2018	Roebourne General Food Store (Cafe) - Ieramugadu Cafe Maya	Youth Services Eastern - Catering Purchase For Christmas Family Feast December School Holiday Programming 22/12/2017	968.00
EFT57284	16.02.2018	Rowe Plumbing Pty Ltd	39 Clarkson Way - Investigate Report Repair Suspected Water leak Under the Driveway, Waste - Repair Leak to Main Water Line, Kta Indoor Cricket - Repair Toilets, KLP Oval - Report on Low Pressure Issue with Irrigation System	8,303.21
EFT57285	16.02.2018	RePipe Pty Ltd	Wickham Library - Investigate And Repair Urinal, 14 Schooner - Unblock Drains, Admin Carpark - St Pauls Church Plumbing Works	1,299.27
EFT57286	16.02.2018	Red Rock Concrete Services (Gary Holben)	Kta Waste Facility - Concrete Slab Excavation Prep	7,480.00
EFT57287	16.02.2018	Resolute Security Services Pty Ltd	Australia Day 2018 - Security Personnel For Free Community Celebration	643.01
EFT57288	16.02.2018	A Richards Pty Ltd T/as Richgro Garden Products	Smith Delambre Park - Fertilising Season	1,408.00
EFT57289	16.02.2018	Reece Pty Ltd	Cancelled Payment	0.00
EFT57290	16.02.2018	Statewide Bearings	Parts for Plant Repairs	355.85
EFT57291	16.02.2018	Shire Of Wyndham - East Kimberley	Certificate Of Design Compliance For Building Permit 180045 - Karratha Bmx Club	99.00
EFT57292	16.02.2018	Designa Sabar Pty Ltd	Kta Airport - Preventative Maintenance Agreement 21/01/18 To 20/02/2018	9,600.71
EFT57293	16.02.2018	Seatadvisor Pty Ltd	Moonrise Cinema 2018 - January Ticket Sales	708.40
EFT57294	16.02.2018	Sony Pictures Releasing	Moonrise Cinema 2018 - Jumanj 24/01/18	1,511.00
EFT57295	16.02.2018	SMC Building Pty Ltd t/as Profix Building Maintenance	Staff Housing - Improvements External Painting to Various Houses, WRF - Repair Door Lock Damaged by Vandals	14,960.62
EFT57296	16.02.2018	Scope Business Imaging	Photocopy / Printer Charges	257.72
EFT57297	16.02.2018	Scott Printers Pty Ltd	2018 Australia Day - Australia Day Awards Program Printing X 200	1,008.70
EFT57298	16.02.2018	Sewlex Manufacturing T/A Security4Transit	WM - Security Cash Bag Seals - 1000 x 1-109 DCM W	171.60
EFT57299	16.02.2018	Sanity Music Stores Pty Ltd	YS - School Holidays Movie Marathon DVD Movies	94.93
EFT57300	16.02.2018	Skipper Transport Parts (Formerly Covs)	Plant Repairs	253.18
EFT57301	16.02.2018	Turf Guru Landscapes	Various Locations - Reticulation wiring and battery timer replacements, WRP - Repair Synthetic Turf, Millars Well Oval - Load Turf Clippings into Skip Bin	13,464.00
EFT57302	16.02.2018	Tenderlink.com (Dun & Bradstreet (Australia) Pty Ltd t/as)	Tender Advertising	330.00
EFT57303	16.02.2018	Trisley's Hydraulic Services Pty Ltd	KLP - Replacement Parts Spare Circulation Pump Additional To Scheduled Serviced	1,678.60

Chq/EFT	Date	Name	Description	Amount
EFT57304	16.02.2018	Scarboro Painting Services (The Trustee For Scarboro Painting Services)	Roebourne Library - Internal Painting	6,380.00
EFT57305	16.02.2018	TWH Plumbing (Kurrajong Collective Pty Ltd Atf The Woodhill Family Tr	Dampier Pavilion - Investigate And Repair Disabled Toilet Shower, Depot - Repair Water Tank, 7b Petersen - Repair Toilet	1,532.67
EFT57306	16.02.2018	Totally Workwear	Uniforms	125.40
EFT57307	16.02.2018	Karratha Timber & Building Supplies	General Hardware Items for Repairs	1,721.35
EFT57308	16.02.2018	Virtual Graffiti Australia Pty Ltd	IT - CyberPower Value SOHO 2200VA/1320W	2,520.00
EFT57309	16.02.2018	Westrac Equipment Pty Ltd	Plant Repairs	71.69
EFT57310	16.02.2018	Woolworths Group Limited	Animal Control - Pound Dog And Cat Food, KLP - Crèche Items, WRP - Holiday Programming Materials, Youth Shed - Café Supplies	714.96
EFT57311	16.02.2018	Wormald Australia Pty Ltd	Kta Airport - Technician To Carry Out Hydrant Flow Test x 2 Flow Rate/pressure For New Hangar, KLP - Diesel Pumps Scheduled Service, Youth Shed - Repair Broken Tap, Wickham Bistro/KLP/Airport - Fire Systems Servicing/Maintenance	6,785.90
EFT57312	16.02.2018	Wurth Australia Pty Ltd	Minor Tools & Equipment Replacements	2,165.29
EFT57313	16.02.2018	WA Billboards	Kta Airport - Intersystem Fids System	2,345.75
EFT57314	16.02.2018	Xpress Enterprises Pty Ltd T/as Hoseexpress	Plant Repairs	4,454.29
EFT57315	16.02.2018	The Workwear Group Pty Ltd (Yakka Pty Ltd)	Uniforms	994.28
EFT57316	19.02.2018	Onyx Group WA Pty Ltd	PBFC - Management Fees, Walkington Awards Catering, Seniors Christmas Party Catering, Citizenship Ceremony Catering, Catering Council Meetings/Briefings, Workshops All Staff Christmas Party 2017, Youth Shed Catering, KLP - Community Sports Award Equipment Hire, REAF - Labour Hire, Australia Day 2018 Catering	42,226.03
EFT57317	21.02.2018	Colin Wilkinson Developments Pty Ltd	WCH - Award of RFT 18-16/17 Construction - Progress Claim #1	331,619.08
EFT57318	23.02.2018	Cleanaway Pty Ltd	General Waste and Recycling Collection - January 2018	82,451.38
EFT57319	21.02.2018	Geografia Pty Ltd	Subscription Spendmapp Web Application	10,340.00
EFT57320	23.02.2018	Timik Development Pty Ltd	KLP Gym Expansion Project - Construction as per Tender RFT 32-16/17 Progress Claim #5	99,093.45
EFT57321	21.02.2018	Turf Whisperer	Karratha Golf Course/Bowling Green Facility - Fairway Mowing For January 2018	48,618.03
EFT57322	23.02.2018	Horizon Power	Electricity Usage Charges	92,536.33
EFT57323	23.02.2018	Water Corporation	Water Usage Charges	7,313.42
EFT57324	23.02.2018	Water Corporation	Water Usage Charges	2,280.02
EFT57325-57484	21.02.2018	Various	Cancelled Payments - System Error	0.00
EFT57485	21.02.2018	Nick Bullock	Refund - Asic Card Bond #268535 31/05/2016	50.00
EFT57486	21.02.2018	John Clarke	Refund - Asic Card Bond #268642 01/06/2016	50.00
EFT57487	21.02.2018	Jay Doherty	Refund - Car Parking Card Bond #297197 28/09/2017 Card#5409	50.00
EFT57488	21.02.2018	Ona Dowden	Refund - Asic Card Bond #279525 25/11/2016	100.00
EFT57489	21.02.2018	Frig Tech WA	Refund - Asic Card Bond #300220 15/11/2017	50.00
EFT57490	21.02.2018	Jennifer Gane	Refund - Asic Card Bond #300921 28/11/2017	100.00
EFT57491	21.02.2018	Michael Hannan	Refund - Asic Card Bond #268720 02/06/2016	50.00

Chq/EFT	Date	Name	Description	Amount
EFT57492	21.02.2018	Nikki Hamilton	Refund - Library Travellers Membership Bond #300886 28/11/2017	50.00
EFT57493	21.02.2018	Sangita Mudbari	Refund - Car Parking Card Bond #297281 29/09/2017	100.00
EFT57494	21.02.2018	Nielsen Liquid Waste Services Pty Ltd	Refund - Asic Bonds KTA2163 & KTA2164 #266829 #266832	100.00
EFT57495	21.02.2018	Robert Power	Refund - Asic Card Bond #275131 20/09/2016	50.00
EFT57496	21.02.2018	Peter Rhodes	Refund - Car Parking Card Bond #296696 20/09/2017	100.00
EFT57497	21.02.2018	Daisyrie Torrente	Refund - Asic Card Bond #281777 11/01/2017	100.00
EFT57498	21.02.2018	Seabreeze Trading Corporation Pty Ltd (Michael Venables)	Refund - Car Parking Card Bonds X 3 #288974 #288973 #288972	150.00
EFT57499	21.02.2018	Wickham Softball Association	Refund - Seasonal Hire Bond WRP #289572 18/05/2017	150.00
EFT57500	21.02.2018	Jhe Hao Yang	Refund - Car Parking Card Bond #297283 29/09/2017	50.00
EFT57501	23.02.2018	Karratha Earthmoving & Sand Supplies	St Pauls Church Carpark Extension - Claim #1, Pavement and Surfacing Claim #1	173,524.67
EFT57502	23.02.2018	Manning Pavement Services Pty Ltd T/a Karratha Asphalt	Road / Carpark Reseal Program	173,820.06
EFT57503	23.02.2018	Australia Post	Admin - Postage Charges For January 2018	662.30
EFT57504	23.02.2018	Winc Australia Pty Limited (Formerly Staples)	Stationery Items - Various Departments	101.50
EFT57505	23.02.2018	Blue Hat Cleaning Services T/a Damel Cleaning Services	DCH - Building Maintenance Cleaning - Cleaning Of Mould	3,025.00
EFT57506	23.02.2018	GHD Pty Ltd	Installation Of Water Production Bore - Drilling/reaming Production Hole	26,075.50
EFT57507	23.02.2018	Hathaways Lubricants	Stock - Fuels & Oils	744.60
EFT57508	23.02.2018	ISPX	Computer Network Expenses - Monthly ADSL And Annual Hosting Services	122.50
EFT57509	23.02.2018	LRW's Electrical & Northwest Honda (Lawmar Holdings P/L)	WM - Helmets Open Face White L	199.90
EFT57510	23.02.2018	WALGA	Members of Council - Training Expenses - Registration For Conflicts Of Interest Course As Part Of The Diploma Of Local Government	390.00
EFT57511	23.02.2018	Leisure Institute Of WA Aquatics (Inc)	KLP - LIWA Accreditation	120.00
EFT57512	23.02.2018	Sealanes (1985) Pty Ltd	Stock - Materials - White Spirit Vinegar 10% 15ltr	85.16
EFT57513	23.02.2018	Royal Life Saving Society WA Inc	KLP - Pool Rlsswa Audit	1,458.60
EFT57514	23.02.2018	Everywhere Travel & Cruise Karratha	HR - Return Flights For Asbestos Awareness Facilitator	1,464.00
EFT57515	23.02.2018	West Pilbara Softball Organisation	Sports Funding Scheme - Funding To Offset The Costs Of Purchasing Two Sets Of Softball Equipment	2,288.00
EFT57516	23.02.2018	C Watts	Reimbursement Utilities as per Managers Contract	919.33
EFT57517	23.02.2018	Bunzl Brands & Operations Pty Ltd (Worksense)	HR - Work Safety Boots, Uniforms	477.89
EFT57518	23.02.2018	Australasian Performing Right Assoc (APRA)	The Youth Shed - License Fees For 01/03/18 - 28/02/19	158.88
EFT57519	23.02.2018	AGC Industries Pty Ltd	Refund For A90136 Due To Duplicate Payment For PUPP Service Charge	101.35
EFT57520	23.02.2018	Bez Engineering	Plant Repairs	1,461.42

Chq/EFT	Date	Name	Description	Amount
EFT57521	23.02.2018	Centurion Transport Co Pty Ltd	Freight - Various	597.00
EFT57522	23.02.2018	Chemform	Stock - Odour Eater / Air Fresheners / Carpet Cleaner	958.76
EFT57523	23.02.2018	Command IT Services	IT - P2P Internal/external Roof Works - Welcome Road	2,640.00
EFT57524	23.02.2018	Dave's Transit Service	Youth Services Eastern Corridor - Transport From The Base To Cleaverville For January School Holiday Program Excursion	440.00
EFT57525	23.02.2018	Emmanuel Corporation Pty Ltd T/A Bed Bath Beauty	Take Your Business Online Grant Scheme as per Council Resolution	4,895.00
EFT57526	23.02.2018	Handy Hands Pty Ltd	Youth Services Eastern Corridor - Supplies For Yew Girls Program At The Base	150.00
EFT57527	23.02.2018	Hunter Mechanical Pty Ltd	Plant Repairs	165.00
EFT57528	23.02.2018	Cohen Hancock & Taylor Woodvine (Karen Hancock atf)	Arts & Cultural Program - Sharpe Ave Light Walk 2017 - 1x45min Music Set	100.00
EFT57529	23.02.2018	Beyond Carpentry Contracting	WRF - Investigate Replace Repair Cleaners Shelf Broken	338.80
EFT57530	23.02.2018	Karratha Machinery Hire	Plant - Trailer Hire With Breakaway Brakes 22/01/18 - 02/02/18	1,540.00
EFT57531	23.02.2018	Ko Aye T/as K & S Mobile Windscreen Service	Plant - Insurance Excess Payable - Windscreen Replacement	660.00
EFT57532-57562	23.02.2018	Various	Cancelled Payments - System Error	0.00
EFT57563	23.02.2018	North West Waste Alliance	Street Sweeping Services For January 2018	62,243.69
EFT57564	21.02.2018	Doric Contractors Pty Ltd	REAP - Construction RFT 24-15/16 Progress Claim #19	1,731,515.27
EFT57565	23.02.2018	Landgate	Rates - Mining Tenements Chargeable Schedule	46.20
EFT57566	23.02.2018	Modern Teaching Aids Pty Ltd (MTA)	Library Resources	238.43
EFT57567	23.02.2018	MM Electrical Merchandising	Kta Airport - Electrical Tag And Test Labels Electrical Tag And Test Log Book 2 X Replacement Extension Cords Electrical Cable Ties And Electrical Tape	746.85
EFT57568	23.02.2018	Marketforce	Advertising - Various	3,228.02
EFT57569	23.02.2018	North West Occupational Hygiene	DCH - Mould Assessment Monitoring Equipment Laboratory Analysis Flights And Final Report	6,138.00
EFT57570	23.02.2018	Macayla Louise Nelson t/as Macayla Nelson Photography	Photography for annual youth event - SummerDays Port Walcott Yacht Club 21/12/2017	525.00
EFT57571	23.02.2018	Robert Neailey	Refund For Lost Car Parking Ticket	165.00
EFT57572	23.02.2018	Peter Hunt Architects	REAP - Contract Variation RFT 34-13/14 - VO45 Additional Disbursements	19,403.89
EFT57573	23.02.2018	RePipe Pty Ltd	Wickham Transfer Stn - Investigate Report Repair Water Leak, Depot - Repair Disabled Toilet	1,650.70
EFT57574	23.02.2018	Reece Pty Ltd	P&G - Irrigation Controller Upgrades, Reticulation Repairs, Retic Parts for Stock	12,639.48
EFT57575	23.02.2018	Kmart Karratha	Youth Services Eastern - Yew Programming Craft Supplies And Stationary Supplies, KLP - Crèche Art Supplies	1,012.47
EFT57576	23.02.2018	Shire Of Wyndham - East Kimberley	Building - Certificate Of Design Compliance For Building Application 180056 - Equestrian Centre Access Gates	99.00
EFT57577	23.02.2018	Safe First Training WA Pty Ltd	Waste - Test & Tag Training	1,785.00

Chq/EFT	Date	Name	Description	Amount
EFT57578	23.02.2018	Scope Business Imaging	Photocopy / Printer Charges	385.00
EFT57579	23.02.2018	TWH Plumbing (Kurrajong Collective Pty Ltd Atf The Woodhill Family Tr	PBFC & Wickham Bistro - Scheduled Maintenance RO Plant, KLP - Repair Push Button Tap, Kta Airport - Unblock Urinals	1,547.77
EFT57580	23.02.2018	Taranis Power Group Pty Ltd	Plant - Eneraque Back Up Generator - Install Communication Module With Cellular/Ethernet Connection Includes Cellular Antenna	2,488.20
EFT57581	23.02.2018	Telethon Speech And Hearing Ltd	2017/18 Annual Community Grant Scheme - 30% Progress Payment - Partial Rental Expenses	6,600.00
EFT57582	23.02.2018	Urbanstone (Austral Masonry Holdings Pty Ltd t/as)	Karratha Airport FOTU - Urbanstone Rocky Road Shotblast	5,808.00
EFT57583	23.02.2018	Karratha Timber & Building Supplies	General Hardware Items for Repairs	81.90
EFT57584	23.02.2018	A Virkar	Reimbursement For Flight Costs For Relocation	1,023.43
EFT57585	23.02.2018	Woolworths Group Limited	Youth Shed - Café Supplies, Youth Services - Programming Supplies, Pound - Animal Food, SPI - Kitchen Essentials, Catering Supplies for Workshops/Meetings	1,811.07
EFT57586	23.02.2018	Wood & Grieve Engineers	Depot Masterplan Stage 3 - Admin Bldg New - Structural Engineering Services	1,056.00
EFT57587	23.02.2018	Sahara Forest Project AS	Sahara Forest Agricultural Project - Feasibility Study Part Funding	15,000.00
EFT57588	28.02.2018	Naylor Holdings Pty Ltd TA Naylor	Supply of 14x Vertilux Dual Manual Roller Blinds and 80x Vertilux Single Manual Roller Blinds	94,434.38
EFT57589	23.02.2018	City Of Karratha	Payroll deductions	160.00
EFT57590	23.02.2018	City Of Karratha	Payroll deductions	1,668.00
EFT57591	23.02.2018	City Of Karratha - Social Club	Payroll deductions	1,452.00
EFT57592	23.02.2018	T Swetman - (Mortgage Account)	Home Ownership Allowance	555.00
EFT57593	23.02.2018	Australian Services Union (ASU/MEU Div)	Payroll deductions	768.60
EFT57594	23.02.2018	D Cleaver (Mortgage Account)	Home Ownership Allowance	400.00
EFT57595	23.02.2018	A Dorning - (Mortgage Account)	Home Ownership Allowance	840.00
EFT57596	23.02.2018	L Gan - (Mortgage Account)	Home Ownership Allowance	970.00
EFT57597	23.02.2018	P Heekeng - (Mortgage Account)	Home Ownership Allowance	630.00
EFT57598	23.02.2018	S Kot (Mortgage Account)	Home Ownership Allowance	932.63
EFT57599	23.02.2018	C King (Mortgage Account)	Home Ownership Allowance	809.79
EFT57600	23.02.2018	Lgrceu	Payroll deductions	61.52
EFT57601	23.02.2018	Maxxia Pty Ltd	Payroll deductions	18,844.96
EFT57602	23.02.2018	N Milligan - (Mortgage Account)	Home Ownership Allowance	769.30
EFT57603	23.02.2018	Elizabeth Muller	Court Ordered Deduction PTW 1516/2014	695.00
EFT57604	23.02.2018	R Steinki (Mortgage Account)	Home Ownership Allowance	441.00
EFT57605	23.02.2018	B Wall (Mortgage Account)	Home Ownership Allowance	586.23
EFT57606	28.02.2018	Australian Taxation Office	Payroll deductions	288,386.00
EFT57607	28.02.2018	Child Support Agency	Payroll deductions	1,525.58
EFT57608	23.02.2018	International Supplier Dt Videolabs Llc	REAP Fitout - Playback Pro Collection Usb Enabler Key V6	1,179.89

Chq/EFT	Date	Name	Description	Amount
EFT57609	26.02.2018	NYFL Nursery - Cossack Management	Management Services Of Cossack Historic Townsite As Per Tender 30-16/17 MARCH 2018	35,750.00
EFT57610	26.02.2018	G Bailey	Sitting Fee - February 2018	2,791.67
EFT57611	26.02.2018	E Smeathers	Sitting Fee - February 2018	2,791.67
EFT57612	26.02.2018	M Bertling	Sitting Fee - February 2018	2,791.67
EFT57613	26.02.2018	G Cucel	Sitting Fee - February 2018	4,562.50
EFT57614	26.02.2018	G Evans	Sitting Fee - February 2018	2,791.67
EFT57615	26.02.2018	G Levissianos	Sitting Fee - February 2018	2,791.67
EFT57616	26.02.2018	P Long	Sitting Fee - February 2018	11,125.00
EFT57617	26.02.2018	P Miller	Sitting Fee - February 2018	2,791.67
EFT57618	26.02.2018	K Leanne Nunn	Sitting Fee - February 2018	2,791.67
EFT57619	26.02.2018	D Scott	Sitting Fee - February 2018	2,791.67
EFT57620	26.02.2018	J Waterstrom Muller	Sitting Fee - February 2018	2,791.67
EFT57621	26.02.2018	Local Government Professionals Australia WA	Enrolment For Manager Financial Services Attending The Finance Professionals Conference - 28 Feb to 2 March 2018	1,220.00
78480	09.02.2018	The Karratha Falcons Football & Sporting Club Inc	Cancelled Payment	0.00
78481	09.02.2018	Dept Of Planning & Infrastructure - Plates	Plates - 8000K	200.00
78482	16.02.2018	City Of Karratha	Petty Cash Reimbursement	382.10
78483	16.02.2018	Building & Construction Industry Training Fund (BCITF)	BCITF Receipts - January 2018	9,859.69
78484	16.02.2018	Bond Administrator	Security & Pet Bonds - Staff Housing	1,962.10
78485	23.02.2018	Carol Tove Tregonning	Refund – Amendment to PUPP Service Charge	245.81
78486	21.02.2018	Shire Of Broome	Cancelled Payment	0.00
78487	23.02.2018	Shire Of Broome	Cancelled Payment	0.00
78488	23.02.2018	International Supplier Dt Videolabs Llc	Cancelled Payment	0.00
DD30788.1	07.02.2018	Wa Super (Formerly Walgsp)	Payroll deductions	95,799.01
DD30788.10	07.02.2018	Sunsuper Pty Ltd	Payroll deductions	3,004.31
DD30788.11	07.02.2018	J & S Pryor Super Fund	Superannuation contributions	456.75
DD30788.12	07.02.2018	BT Super For Llife	Superannuation contributions	1,681.52
DD30788.13	07.02.2018	CBA Superannuation Savings Account	Superannuation contributions	587.12
DD30788.14	07.02.2018	VicSuper	Superannuation contributions	458.49
DD30788.15	07.02.2018	100F Lifetrack Personal Superannuation	Superannuation contributions	427.12
DD30788.16	07.02.2018	OnePath Masterfund	Superannuation contributions	452.41
DD30788.17	07.02.2018	JAKE SMSF HOLDINGS PTY LTD	Payroll deductions	744.95
DD30788.18	07.02.2018	MLC Super Fund	Superannuation contributions	262.19
DD30788.19	07.02.2018	Essential Super	Superannuation contributions	499.87
DD30788.2	07.02.2018	First State Super	Superannuation contributions	286.55
DD30788.20	07.02.2018	ANZ Smart Choice Super	Superannuation contributions	1,229.55
DD30788.21	07.02.2018	QSUPER	Superannuation contributions	820.87
DD30788.22	07.02.2018	Mtaa Superannuation Fund	Superannuation contributions	537.34
DD30788.23	07.02.2018	Macquarie Wrap Super Manager	Payroll deductions	2,432.28
DD30788.24	07.02.2018	AustSafe Super	Superannuation contributions	492.16
DD30788.25	07.02.2018	Powerwrap Master Plan	Superannuation contributions	475.51
DD30788.26	07.02.2018	Care Super	Superannuation contributions	540.97

Chq/EFT	Date	Name	Description	Amount
DD30788.27	07.02.2018	AMIST SUPER (Australian Meat Industry Superannuation Trust)	Superannuation contributions	534.24
DD30788.28	07.02.2018	Colonial First State Wholesale Personal Super	Payroll deductions	1,004.42
DD30788.29	07.02.2018	AMP Retirement Trust	Superannuation contributions	702.93
DD30788.3	07.02.2018	AMP Flexible Lifetime Superannuation Fund	Superannuation contributions	1,714.79
DD30788.30	07.02.2018	Bartlett Rise Superannuation Fund	Superannuation contributions	534.42
DD30788.31	07.02.2018	BT Business Super	Superannuation contributions	223.65
DD30788.32	07.02.2018	Commonwealth Bank Group Super	Superannuation contributions	59.50
DD30788.33	07.02.2018	Prime Super	Superannuation contributions	529.04
DD30788.34	07.02.2018	Colonial First State Firstchoice Super	Superannuation contributions	1,826.12
DD30788.35	07.02.2018	Cassery Super Fund	Superannuation contributions	1,060.62
DD30788.36	07.02.2018	AMG Super	Superannuation contributions	496.90
DD30788.37	07.02.2018	Local Government Superannuation - BRISBANE	Payroll deductions	1,240.31
DD30788.38	07.02.2018	CHRISTIAN SUPER	Superannuation contributions	456.09
DD30788.39	07.02.2018	MLC Wrap Super	Superannuation contributions	929.20
DD30788.4	07.02.2018	Wealth Personal Superannuation & Pension Fund (SPARKS)	Payroll deductions	949.34
DD30788.40	07.02.2018	Cbus	Superannuation contributions	1,437.67
DD30788.41	07.02.2018	Catholic Super & Retirement Fund	Superannuation contributions	456.09
DD30788.42	07.02.2018	Media Superannuation	Payroll deductions	1,597.35
DD30788.43	07.02.2018	Commonwealth SuperSelect	Superannuation contributions	482.86
DD30788.44	07.02.2018	100F Pursuit Focus Personal Superannuation	Superannuation contributions	136.75
DD30788.45	07.02.2018	Superwrap Personal Super Plan	Superannuation contributions	662.53
DD30788.46	07.02.2018	Australian Super	Superannuation contributions	6,688.43
DD30788.47	07.02.2018	Hesta Superannuation	Superannuation contributions	3,154.34
DD30788.48	07.02.2018	Macquarie Super - Hounsham (Jewkes)	Superannuation contributions	628.32
DD30788.5	07.02.2018	Rest Superannuation	Payroll deductions	5,037.09
DD30788.6	07.02.2018	HostPlus Superannuation	Payroll deductions	4,672.44
DD30788.7	07.02.2018	Local Government Superannuation- SYDNEY	Superannuation contributions	545.14
DD30788.8	07.02.2018	AMP Super Directions Fund	Superannuation contributions	503.16
DD30788.9	07.02.2018	AMP SignatureSuper	Superannuation contributions	1,100.32
DD30844.1	15.02.2018	Fines Enforcement Registry (Dept Of Attorney General)	Fines Enforcement Lodgement - Jan / Feb 2018	472.00
DD30903.1	21.02.2018	Wa Super (Formerly Walgsp)	Payroll deductions	96,892.23
DD30903.10	21.02.2018	Sunsuper Pty Ltd	Payroll deductions	2,883.21
DD30903.11	21.02.2018	J & S Pryor Super Fund	Superannuation contributions	436.49
DD30903.12	21.02.2018	BT Super For Life	Superannuation contributions	1,655.62

Chq/EFT	Date	Name	Description	Amount
DD30903.13	21.02.2018	CBA Superannuation Savings Account	Superannuation contributions	513.57
DD30903.14	21.02.2018	VicSuper	Superannuation contributions	458.49
DD30903.15	21.02.2018	100F Lifetrack Personal Superannuation	Superannuation contributions	366.88
DD30903.16	21.02.2018	MLC Super Fund	Superannuation contributions	382.54
DD30903.17	21.02.2018	OnePath Masterfund	Superannuation contributions	453.62
DD30903.18	21.02.2018	JAKE SMSF HOLDINGS PTY LTD	Payroll deductions	744.95
DD30903.19	21.02.2018	Essential Super	Superannuation contributions	500.62
DD30903.2	21.02.2018	First State Super	Superannuation contributions	420.30
DD30903.20	21.02.2018	ANZ Smart Choice Super	Superannuation contributions	1,254.30
DD30903.21	21.02.2018	QSUPER	Superannuation contributions	977.85
DD30903.22	21.02.2018	Mtaa Superannuation Fund	Superannuation contributions	537.34
DD30903.23	21.02.2018	Macquarie Wrap Super Manager	Payroll deductions	2,432.28
DD30903.24	21.02.2018	AustSafe Super	Superannuation contributions	492.16
DD30903.25	21.02.2018	Powerwrap Master Plan	Superannuation contributions	475.51
DD30903.26	21.02.2018	Care Super	Superannuation contributions	493.81
DD30903.27	21.02.2018	Prime Super	Superannuation contributions	576.20
DD30903.28	21.02.2018	AMIST SUPER (Australian Meat Industry Superannuation Trust)	Superannuation contributions	534.23
DD30903.29	21.02.2018	Colonial First State Wholesale Personal Super	Payroll deductions	1,053.81
DD30903.3	21.02.2018	AMP Flexible Lifetime Superannuation Fund	Superannuation contributions	1,683.17
DD30903.30	21.02.2018	AMP Retirement Trust	Superannuation contributions	666.90
DD30903.31	21.02.2018	Bartlett Rise Superannuation Fund	Superannuation contributions	534.42
DD30903.32	21.02.2018	BT Business Super	Superannuation contributions	145.25
DD30903.33	21.02.2018	Commonwealth Bank Group Super	Superannuation contributions	124.40
DD30903.34	21.02.2018	Colonial First State Firstchoice Super	Superannuation contributions	1,929.92
DD30903.35	21.02.2018	Casserly Super Fund	Superannuation contributions	1,060.62
DD30903.36	21.02.2018	REI Superannuation	Superannuation contributions	73.09
DD30903.37	21.02.2018	AMG Super	Superannuation contributions	465.64
DD30903.38	21.02.2018	Local Government Superannuation - BRISBANE	Payroll deductions	1,226.12
DD30903.39	21.02.2018	CHRISTIAN SUPER	Superannuation contributions	456.09
DD30903.4	21.02.2018	Wealth Personal Superannuation & Pension Fund (SPARKS)	Payroll deductions	949.34
DD30903.40	21.02.2018	MLC Wrap Super	Superannuation contributions	929.20
DD30903.41	21.02.2018	Cbus	Superannuation contributions	1,436.41
DD30903.42	21.02.2018	Catholic Super & Retirement Fund	Superannuation contributions	456.09
DD30903.43	21.02.2018	Media Superannuation	Payroll deductions	1,597.35
DD30903.44	21.02.2018	Commonwealth SuperSelect	Superannuation contributions	473.94
DD30903.45	21.02.2018	Superwrap Personal Super Plan	Superannuation contributions	542.28

Chq/EFT	Date	Name	Description	Amount
DD30903.46	21.02.2018	100F Pursuit Focus Personal Superannuation	Superannuation contributions	135.57
DD30903.47	21.02.2018	Vision Super	Superannuation contributions	337.54
DD30903.48	21.02.2018	Australian Super	Superannuation contributions	6,772.47
DD30903.49	21.02.2018	Hesta Superannuation	Superannuation contributions	3,410.86
DD30903.5	21.02.2018	Rest Superannuation	Payroll deductions	5,047.63
DD30903.50	21.02.2018	Macquarie Super - Hounsham (Jewkes)	Superannuation contributions	628.32
DD30903.6	21.02.2018	HostPlus Superannuation	Payroll deductions	4,638.16
DD30903.7	21.02.2018	Local Government Superannuation- SYDNEY	Superannuation contributions	545.14
DD30903.8	21.02.2018	AMP Super Directions Fund	Superannuation contributions	503.16
DD30903.9	21.02.2018	AMP SignatureSuper	Superannuation contributions	1,090.01

7,103,553.21

Credit Cards

DD30932.1	30.11.2017	Facebook	Moonrise Cinema Advertising	22.02
DD30932.1	30.11.2017	Facebook	The Youth Shed Advertising	331.04
DD30932.1	30.11.2017	Facebook	Community Development Libraries Advertising	38.01
DD30932.1	30.11.2017	Facebook	Development Services KLP Advertising	17.49
DD30932.1	30.11.2017	Facebook	KLP Advertising	43.18
DD30932.1	30.11.2017	Facebook	The Base Advertising	101.12
DD30932.1	30.11.2017	Facebook	Works Advertising	102.24
DD30932.1	01.12.2017	Survey Monkey	Annual Plan 30/11/17 - 29/11/18	333.72
DD30932.1	01.12.2017	Australasian Reporting Awards	Fee For 2018 Awards General Entry	425.00
DD30932.1	01.12.2017	Microsoft	Hosting Fee For OneDrive December 2017	2.00
DD30932.1	01.12.2017	Campaign Monitor	Email Distribution Service Used To Send Out Media Releases To Media Contacts And Subscribers 20/12/17 To 19/01/18	87.34
DD30932.1	29.11.2017	Nimbleschedule	Additions To KLP Rostering System	44.92
DD30932.1	05.12.2017	Smales Karratha	Leaving Gift For Employee K Kenway As Per Ch-03	99.00
DD30932.1	05.12.2017	Nimbleschedule	Additions To KLP Rostering System	43.91
DD30932.1	08.12.201	Coles	Leaving Morning Tea For Employee K Kenway As Per Ch-03	29.04
DD30932.1	08.12.2017	Coles	Emergency Stock For KLP	215.11
DD30932.1	14.12.2017	Mindbody	Wickham Rec Programs	85.00
DD30932.1	20.12.2017	Moodmedia	KLP Programs	66.00
DD30932.1	08.12.201	Coles	Leaving Morning Tea For Employee K Kenway As Per Ch-03	21.05
DD30893.1	12.12.2017	ACMA	Licence Renewal Land Mobile/Ambulatory System For WRP/RAC	88.00
DD30893.1	10.01.2018	Target	Replacement Iphone Screen	449.00
DD30893.1	20.12.2017	Amnet Broadband	Broadband 2+ Non-enabled Service	79.00
DD30893.1	01.02.2018	Wridgways	Removal & Transport Of Archives To Waste Facility	3,026.11
DD30893.1	17.01.2018	Rackspace	Cloud Product Services Hosting Fee For City Website	540.32
DD30893.1	17.01.2017	Rackspace	Cloud Product Services Hosting Fee For City Website	146.72
DD30893.1	03.01.2018	Telstra	Telephone Bill For Dir Corp Svcs	201.27
DD30893.1	15.12.2017	Horizon Power	Power Bill For Mgr Plan Svcs	517.81
DD30893.1	15.12.2017	Horizon Power	Power Bill For CEO	1,193.25
DD30893.1	21.12.2017	Water Corporation	Water Bill For Mgr Infra	79.51
DD30893.1	09.01.2018	Virgin Airlines	Flights For Horticulture Apprentice To Attend Training	398.00

Chq/EFT	Date	Name	Description	Amount
DD30893.1	09.01.2018	Virgin Australia	Flights For Horticulture Apprentice To Attend Training CC Surcharge	5.17
DD30893.1	09.01.2018	Virgin Australia	Flights For Horticulture Apprentice To Attend Training CC Surcharge	7.46
DD30893.1	09.01.2018	Virgin Airlines	Flights For Horticulture Apprentice To Attend Training	573.99
DD30893.1	09.01.2018	Virgin Australia	Flights For Horticulture Apprentice To Attend Training CC Surcharge	6.47
DD30893.1	09.01.2018	Virgin Airlines	Flights For Horticulture Apprentice To Attend Training In Perth	497.99
DD30893.1	10.01.2018	Booking.com	Accommodation For Horticulture Apprentice To Attend Training	1,060.00
DD30893.1	14.12.2017	Elgas	1 x Replacement Gas Bottle For 33 Clarkson Way	128.70
DD30893.1	09.01.2017	CPA Australia	Membership Renewal 01/01-31/12/2018 For Mgr Fin	720.00
DD30893.1	19.01.2018	Horizon Power	Power Bill For Mgr Infra	169.70
DD30893.1	08.01.2018	Water Corporation	Water Bill For Dir Comm	162.40
DD30893.1	09.01.2018	Virgin Airlines	Flight For Project Manager Attending Site Meeting CC Surcharge	10.08
DD30893.1	09.01.2018	Virgin Airlines	Flight For Project Manager Attending Site Meeting	775.01
DD30893.1	09.01.2018	Virgin Airlines	Flight For Project Manager Attending Site Meeting	836.00
DD30893.1	10.01.2018	Virgin Airlines	Flight For Project Manager Attending Site Meeting CC Surcharge	9.23
DD30893.1	10.01.2018	Virgin Airlines	Flight For Project Manager Attending Site Meeting CC Surcharge	10.87
DD30893.1	10.01.2018	Virgin Airlines	Flight For Project Manager Attending Site Meeting CC Surcharge	9.30
DD30893.1	10.01.2018	Virgin Airlines	Flight For Project Manager Attending Site Meeting CC Surcharge	10.87
DD30893.1	10.01.2018	Virgin Airlines	Flight For Project Manager Attending Site Meeting CC Surcharge	11.00
DD30893.1	10.01.2018	Virgin Airlines	Flight For Dir SP&I Attending Arbitration Meeting	710.00
DD30893.1	10.01.2018	Virgin Airlines	Flight For Project Manager Attending Site Meeting	715.00
DD30893.1	10.01.2018	Virgin Airlines	Flight For Project Manager Attending Site Meeting	836.00
DD30893.1	10.01.2018	Virgin Airlines	Flight For Project Manager Attending Site Meeting	972.00
DD30893.1	11.01.2018	Pensione Hotel Perth	Accommodation For Dir SP&I Attending Arbitration Meeting	306.03
DD30893.1	11.01.2018	Virgin Airlines	Flight For Project Manager Attending Site Meeting Fee For Date Change	50.00
DD30893.1	22.01.2018	Virgin Airlines	Flight For Project Manager Attending Site Meeting CC Surcharge	8.31
DD30893.1	22.01.2018	Virgin Airlines	Flight For Project Manager Attending Site Meeting CC Surcharge	7.92
DD30893.1	22.01.2018	Virgin Airlines	Flight For Project Manager Attending Site Meeting	639.00
DD30893.1	22.01.2018	Virgin Airlines	Flight For Project Manager Attending Site Meeting	796.66
DD30893.1	22.01.2018	Virgin Airlines	Flight For Project Manager Attending Site Meeting Cc Surcharge	10.36
DD30893.1	22.01.2018	Virgin Airlines	Flight For Project Manager Attending Site Meeting	609.51
DD30893.1	10.01.2018	Virgin Australia	Airfares For Vis Svcs Super Study Tour REAP CC Surcharge	8.45
DD30893.1	10.01.2018	Virgin Australia	Airfares For Vis Svcs Super Study Tour REAP	649.99
DD30893.1	17.01.2018	Wotif	Accommodation For Vis Svcs Super Study Tour REAP	407.40
DD30893.1	23.01.2018	Samson Beach Store	Lunch For Youth Excursion School Holiday Program	645.00
DD30893.1	23.01.2018	Virgin Australia	Flights For Contractor KLP Gym Space CC Surcharge	10.01
DD30893.1	23.01.2018	Virgin Australia	Flights For Contractor KLP Gym Space	770.00
DD30893.1	23.01.2018	Virgin Australia	Flights For Lib/Chl Svcs Coord Book Exchange And PLWA Meeting Perth CC Surcharge	8.45

Chq/EFT	Date	Name	Description	Amount
DD30893.1	23.01.2018	Virgin Australia	Flights For Lib/Chl Svcs Coord Book Exchange And PLWA Meeting	649.99
DD30893.1	25.01.2018	Qantas	Airfares Mgr Comm Svcs Book Exchange And PLWA Meeting Perth	329.21
DD30893.1	25.01.2018	Qantas	Airfares Mgr Comm Svcs Book Exchange And PLWA Meeting Perth CC Surcharge	4.23
DD30893.1	25.01.2018	Virgin Australia	Airfares Mgr Comm Svcs Book Exchange And PLWA Meeting	325.00
DD30893.1	25.01.2018	Qantas	Airfares Mgr Comm Svcs Book Exchange And PLWA Meeting Perth Reimbursement For Difference In Airfare Costs	16.19
DD30893.1	15.01.2018	JB HI-FI	iPhone 6 Urban Shield Cover	19.98
DD30893.1	01.01.2018	Facebook	FB Advertising For Airport	103.30
DD30893.1	01.01.2018	Facebook	FB Advertising For Cleansweep	171.45
DD30893.1	01.01.2018	Facebook	FB Advertising For Arts And Culture	45.95
DD30893.1	01.01.2018	Facebook	FB Advertising For Library	127.51
DD30893.1	01.01.2018	Facebook	FB Advertising For Australia Day	5.11
DD30893.1	08.01.2018	Microsoft Billing	Hosting Fee For Online Photo Library	2.00
DD30893.1	16.01.2018	iStock	Image For Spin Room For KLP	40.78
DD30893.1	20.01.2018	Campaign Monitor	Email Distribution Service Used To Send Out Media Releases To Media Contacts And Subscribers Jan-Feb 2018	83.76
DD30893.1	15.01.2018	MINDBODY	Wickham Rec Programs	85.00
DD30893.1	22.01.2018	Moodmedia	KLP Programs	66.00
				24,065.97

Payroll

08.02.2018	City of Karratha	Payroll - F/N Ending: 07/02/2018	749,717.49
22.02.2018	City of Karratha	Payroll - F/N Ending: 21/02/2018	766,871.78
			1,516,589.27

Total Payments: 8,644,208.45

10.3 CODE OF CONDUCT REVIEW

File No:	PE.153
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Manager Governance & Organisational Strategy
Date of Report:	2 March 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Draft Revised Code of Conduct

PURPOSE

For Council to consider proposed amendments to the Code of Conduct for Councillors and Staff.

BACKGROUND

The City is required by legislation to have in place a Code of Conduct that must be complied with by Members of Council, staff and members of the public representing the City.

The Code was last amended in February 2016 and shortly thereafter legislation was introduced as part of the *City of Perth Act 2016* that made changes to the *Local Government Act 1995* (the Act) and subsidiary legislation that introduced a requirement for ongoing declaration of travel contributions and gifts. Two years later, more proposed amendments are being considered by State Parliament to the Act that apply to the behaviours, conduct and disclosures of Councillors and staff. Whilst these changes are still being debated, they do not form part of the proposed amendments to the City's Code of Conduct.

Given that the new rules capture all gifts, whether work related or not, the City's approach to prohibiting acceptance of gifts with a value in excess of \$300 is no longer workable as personal gifts unrelated to work have to be declared or refused. Given the complexity of the new reporting regime, having different (lower) thresholds for reporting is adding to confusion. It is therefore proposed to amend the Code to bring it in line with current legislative requirements.

The table below highlights the proposed amendments to the City's Code of Conduct.

Section	Summary of proposed changes
Section 8	Replace ' <i>Gift Declaration Form</i> ' with ' <i>Gift or Travel Contribution Declaration Form</i> ' and references to travel contributions added where appropriate
8.3 Travel Contributions	New section inserted advising that contributions to travel over the value of \$200 must be disclosed in line with legislation.
Old 8.4 Notifiable Hospitality Gifts	Section replaced
New 8.4 Gifts and Benefits	Replaced \$10 minimum reporting value for gifts to \$50 to bring in line with legislation. A lower limit was applied but proved impractical with legislative amendments from 2016.

Section	Summary of proposed changes
Old 8.5 Other Notifiable Gifts	Section replaced.
New 8.5 Gifts between \$50 and \$300	New section added with guidelines related to the practice to be adopted.
8.5.1	Amend the timeframe for declaration from 3 working days to 10 days, in line with legislative requirements, including the completion of the Declaration form and observance of objection period. Remove the requirement to notify CEO directly. This will only happen where it is deemed necessary upon review by Governance / Executive.
8.5.2	Multiple gifts received within 6 months from the same person/entity must not exceed \$300 in total.
Old 8.6 Prohibited Gifts	Deleted title of this sub-section by removing ' <i>Prohibited Gifts</i> ' to minimise confusion around use of that term.
New 8.6 Gifts valued at \$300 and above	Old title deleted and replaced with Gifts valued at \$300 and above. Amend section in line with legislation in order that gifts valued at \$300 and above can be accepted as long as they are declared, there is no local government discretion involved, and no objection is raised.
8.7 Acceptance and Refusal of Gifts or Benefits	Amend section to include references to travel contributions.
8.7.1	CEO has the right to order the return of a gift (excluding hospitality gifts) within 7 days.
8.7.2	Where a gift has been consumed, the CEO can order the recipient to reimburse the donor the full value of the gift.
8.7.3	Amended to include Travel Contributions
8.7.4	Gifts less than \$50 can be accepted and Councillors, committee members and employees are encouraged to submit a declaration form.
8.7.5	Nothing stopping gifts being received by the City – but will need to be disclosed in register if it is to be retained.
8.7.6	CEO can waive requirements of Section 8 of the Code so long as it is compliant with requirements of the Act and Regulations.
8.8 Roles and Responsibilities	Amend section to include references to travel contributions.
Old 8.9 Monitoring	Section Deleted
New 8.9 Disclosure of Election Campaign Contributions/Gifts	Replaces old 8.10
New 8.10 City Run Competitions	Replaces old 8.11
8.10.1	Wholly run City competitions do not permit Councillors, employees or their partners to enter where it is a game of chance.
8.10.2	8.10.1 Excludes events where there is an application of skill or ability.

Any future legislative change scheduled for later in 2018 may result in the need for further review of the City’s Code of Conduct.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place with the Executive, staff and Councillors since 2016 on the difficulties associated with the gifts legislation.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Section 5.103 of the *Local Government Act 1995* provides that each local government is to adopt a Code of Conduct. The *Local Government (Rules of Conduct) Regulations 2007* and *Local Government (Administration) Regulations 1996* provide broad principles to guide the Code of Conduct content, however there are prescriptive rules that apply to the gifts and travel contributions.

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 2016-2026 and Corporate Business Plan 2016-2021. In particular, the Operational Plan 2017-2018 provided for this activity:

- Programs/Services: 4.a.2.4 Legal and Legislative Support
- 4.e.1.2 Corporate Governance Support
- 4.e.1.3 Risk Management

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	N/A	Nil
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Low	Good systems exist in managing and monitoring behaviours to limit any negative public exposure.
Compliance	Moderate	Ongoing monitoring carried out with possible non-compliances in the gifts and travel contributions area that may go unreported; and disclosures of interest.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

The Code of Conduct was last reviewed in February 2016.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 5.103 of the *Local Government Act 1995* RESOLVES to ADOPT the revised Code of Conduct with the following amendments:

1. _____
2. _____

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to DEFER consideration of the Code of Conduct pending further review.

CONCLUSION

Proposed amendments to the Code of Conduct will reflect current legislative requirements relating to gifts and travel contributions and minimise confusion surrounding recent changes to the *Local Government Act 1995* and associated regulations.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154030
MOVED : Cr Nunn
SECONDED : Cr Scott

That Council by SIMPLE Majority pursuant to Section 5.103 of the *Local Government Act 1995* RESOLVES to ADOPT the amended Code of Conduct (as attached).

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Miller, Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
 AGAINST : Nil

10.4 AUDIT AND ORGANISATIONAL RISK COMMITTEE – MARCH 2018 MEETING

File No: FM.1

Responsible Executive Officer: Director Corporate Services

Reporting Author: Governance Officer - Compliance

Date of Report: 7 March 2018

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s):

1. Minutes of AORC Meeting of 6 March 2018 (includes AORC Terms of Reference and 2017 Compliance Audit Report)
2. CONFIDENTIAL Risk Register Extract

PURPOSE

To receive the minutes of the Audit & Organisational Risk Committee (AORC) meeting held on 6 March 2018 and to consider the AORC Terms of Reference and 2017 Compliance Audit Return (CAR).

BACKGROUND

The following matters were discussed at the meeting:

- Election of the Presiding Officer;
- AORC Terms of Reference;
- AORC meeting dates for 2018;
- Compliance Audit Return for 2017;
- Internal Audit Program;
- Risk Management Update;
- Proposed amendments to the Audit and Financial Management Regulation;
- Office of the Auditor General – Procurement Audit Update;
- Internal Audits – Implementation Updates; and
- Business Improvement – Progress Report.

Terms of Reference

As this was the first meeting since Council reviewed the membership of the Committee, the Terms of Reference were reviewed and the following changes proposed:

Sectional Heading	Comments
2. Scope	Amend to include references to r.16 of the Audit regulations and Part 7 of the Act which the committee adheres to but is specifically referred to in proposed changes to the regulations.
3.2.5 Internal Controls and Internal Audit	As the Governance team now provide an internal audit function it is proposed that this clause be removed.
3.3.3 Financial Reporting	Delete “large legal claims on the City and” as the financial reporting focuses on significant accounting policy changes and risks associated with sound systems to prevent major fraud and theft.

Sectional Heading	Comments
3.4 External Audit	Inclusion of a general caveat, pending outcome of the consequential amendments to the Audit regulations, that the Office of the Auditor General will be dictating how external audits will be carried out and Council may not be required to appoint auditors.
6.1 Voting Members	Membership shall comprise a minimum of 3 City Council Members appointed by the Council following each local government ordinary election. Each member shall have full voting rights.
7. Meetings	Frequency of meetings currently indicates a minimum of once every quarter however in recent years there is little information to discuss at the May or August meetings as items are subject to pending reports coming from external parties. It is proposed to delete “quarterly” and replace with ‘at least three times per year’ with flexibility to have more meetings if required.

Compliance Audit Return

Each local government is statutorily required to carry out an annual CAR for the preceding year for submission to the Local Government, Sport and Cultural Industries prior to 31 March. As part of the audit, two instances were identified as being potentially ‘non-compliant’ as follows:

Category	Legislative Reference	Question	Comments
Disclosure of Interest	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68)?	Ministerial approval was given under s5.69 for three Councillors to participate in the matter at the December 2017 Council Meeting.
Disclosure of Interest	s5.75(1) Admin Reg. 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	One employee did not submit a Primary Return after acting role was extended beyond three months. (Reported to CCC 19 July 2017 and no further action required by CCC).

The comments provided above indicate that non-compliance in those instances were reasonable under the circumstances and officers maintain that good systems and strong governance is in place to manage risk. Of the 94 questions, the CAR indicates a compliance rate of 97.8%.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Consultation has occurred on the above matters with the members of the AORC, the Chief Executive Officer, the Director Corporate Services, Manager Governance & Organisational Strategy and Governance Compliance Officer.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Part 7 of the *Local Government Act 1995* reflects the requirements of the audit committee.

Regulation 14 and 15 of the *Local Government (Audit) Regulations 1996* requires local government to carry out an annual compliance audit return to be presented to Council for adoption with a certified copy then submitted to the Executive Director of the Department of Local Government, Sport and Cultural Industries prior to 31 March of each year.

Regulation 17 of the *Local Government (Audit) Regulations 1996* requires that the CEO review systems and procedures in relation to risk management, internal controls and legislative compliance and report the results of the reviews to the audit committee.

POLICY IMPLICATIONS

The CG-1 Risk Management Policy is applicable.

FINANCIAL IMPLICATIONS

There are no financial implications.

STRATEGIC IMPLICATIONS

This item is relevant to the Council’s approved Strategic Community Plan 2016-2026 and Corporate Business Plan 2016-2021. In particular, the Operational Plan 2017-2018 provided for this activity:

- Program/Services: 4.e.1.2 Corporate Governance Support
- Projects/Actions: 4.e.1.2.1 Conduct Compliance Audit Return
- Program/Services: 4.e.1.3 Risk Management
- Projects/Actions: 4.e.1.3.1 Implement Internal Audit Program
- 4.e.1.3.2 Review Risk Register

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	Moderate	The Risk Register review assists in identifying the City’s inherent risks that may affect health.
Financial	Moderate	The Compliance Audit Return, internal audits and risk reviews are an integral part of ensuring that financial risks are minimised.
Service Interruption	Moderate	The Risk Register review assists in identifying the City’s inherent risks that may interrupt services.
Environment	Moderate	The Risk Register review assists in identifying the City’s inherent risks that may have an impact on the environment.

Reputation	Moderate	The Risk Register review assists in identifying organisational risks that may affect the City’s reputation.
Compliance	High	The Compliance Audit Return, internal audits and risk reviews are an integral part of ensuring that compliance risks are minimised and legislative compliance is maintained.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council is required to consider the compliance audit return annually. Risk management activity and internal audits are carried out regularly throughout the year.

VOTING REQUIREMENTS

Absolute Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by ABSOLUTE Majority pursuant to Part 7 of the *Local Government Act 1995* and Regulations 14, 15 and 17 of the *Local Government (Audit) Regulations 1996* RESOLVES to: _____.

CONCLUSION

The recent meeting of the Audit & Organisational Risk Committee focussed on the AORC Terms of Reference, AORC meeting dates for 2018, Risk Register update and the annual Compliance Audit Return.

The Risk Register update identified 2 further risks, with 178 risks in total. Overall the City is managing risk effectively with no *residual* risks rated extreme and only 2% of *residual* risks rated high. These risks are considered acceptable given the controls in place and effective management and monitoring.

The CAR recorded a 97.8% compliance rate with only two potential ‘non-compliances’ identified provided with reasonable justification.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154031
MOVED : Cr Scott
SECONDED : Cr Smeathers

That Council by ABSOLUTE Majority pursuant to Part 7 of the *Local Government Act 1995* and Regulations 14, 15 and 17 of the *Local Government (Audit) Regulations 1996* RESOLVES to:

- 1. RECEIVE the Minutes of the Audit and Organisational Risk Committee for the meeting held on 6 March 2018;**
- 2. ADOPT the amended Audit and Organisational Risk Committee Terms of Reference; and**
- 3. ADOPT the Compliance Audit Return 2017 for submission to the Department of Local Government, Sport and Cultural Industries prior to 31 March 2018.**

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Miller, Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST : Nil

10.5 MARCH 2018 BUDGET REVIEW

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Assistant Management Accountant
Date of Report:	13 March 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	<ol style="list-style-type: none"> Detailed Budget List of Amendments by Account Budget Amendments to Date

PURPOSE

For Council to consider the second quarter review of the 2017/18 budget.

BACKGROUND

Council elects to undertake two Budget Reviews, with the first review conducted based on 30 September actuals and the second conducted based on 31 December actuals in accordance with statutory requirements.

Council's entire budget was reviewed by the management team with each manager explaining the current status of their department budget. Through this process, budget modifications have been recommended to forecast the most likely financial outcomes.

The attached report identifies accounts that are expected to have material or confirmed variances compared to the original or current budget and therefore require budget amendment. Council consideration is sought for the allocation of surplus funds. As a result of this review a balanced budget (as at 30/06/2018) is projected.

Following is a summary of significant changes:

Item	Savings/ (Cost)	Explanation
Operating Revenue		
International Charter Flight Ticket Sales	(\$1.77m)	Now RPT service not charter service, so no ticket sale income.
Airport	(\$787k)	Reduced landing fees due to smaller aircraft landing, reduced passenger service charge due to reduced passenger numbers.
Ranger Services	(\$206k)	Rio funding reduced.
Investment Property - The Quarter	(\$148k)	Reforecast to reflect all income and expenditure.
Rates	(\$111k)	Reduction for revaluation after demolition of Bay Village Camp.

Item	Savings/ (Cost)	Explanation
Operating Expenditure		
International Charter Flight Costs	\$1.95m	RPT service, not charter service.
Investment Property - The Quarter	\$333k	Reforecast based on actuals to date.
Electricity	(\$260k)	The Quarter now budgeted \$194k, street lights increase by \$55k.
Employment Costs	(\$544k)	Leave cost (which will be funded from reserve), unbudgeted casuals and REAP staff.

A detailed list of amendments by account is attached.

A presentation was provided to Councillors at the March briefing session, highlighting the surplus funds and a list of options on what Council could choose to do with the surplus funds, including:

1. Operate a surplus budget;
2. Transfer funds to Reserves; and/or
3. Fund new or extended projects/services that have been identified by Councillors, staff and community groups.

The following table details the projects presented at the briefing session that are recommended for consideration by Council:

PROJECT TITLE	PROJECT DESCRIPTION	Total Costs 2017/18 \$	Municipal Funds	External Funding	Reserve Funds
Pilbara Universities Centre	Provide Financial Support/backing for proposed PUC project. Formal request received from PUC Committee to prepare business case in preparation for Federal funding application.	\$27,000	\$27,000	\$ -	\$ -
Ecohub	Detailed Site investigation, surveying and development of a Deposited Plan to enable the excision from the airport reserve and purchase of the identified portion of land.	\$30,000	\$30,000	\$ -	\$ -
Wanggalili (Sahara Forrest)	In conjunction with Kings Park Botanical Trust and YAC, prepare business case for the development of a viable and sustainable operation of endemic native plant propagation and associated manufacturing of products for commercial sale on Airport land	\$80,000	\$80,000	\$ -	\$ -
Inter regional air travel	Sponsorship of Avair proposal to commence inter regional flights (Part payment)	\$200,000	\$200,000	\$ -	\$ -
Wind Farm Site Suitability Study	Prospecting project to identify suitable land for the establishment of wind energy infrastructure.	\$20,000	\$20,000	\$ -	\$ -
Mountain Bike Trails: Planning Feasibility	Works to identify, map and survey and progress approvals including native title and heritage clearance to allow formal mountain biking activities in the Karratha Hills, on the Burrup Peninsula and in nominated areas around Roebourne and Wickham.	\$75,000	\$45,000	\$30,000	\$ -
Social Return on Investment Review: ACADS and Community Grants	As per Feb 18 Council. Review of effectiveness of City grant programs	\$50,000	\$50,000	\$ -	\$ -
Hearsons Cove Foreshore Management Plan Works	Additional funds. Existing Budget (\$250k) likely to be spent on replacing shelters. Additional funds required if toilet, BBQs, Solar lighting to Structures and signage is to be installed.	\$250,000	\$250,000	\$ -	\$ -
Destination Management Plan	Business plan for building and managing the visitor economy for the City.	\$30,000	\$30,000	\$ -	\$ -
HV Maintenance	Maintenance plan, replace RMU, Audit, appointment of HV switching Officer and Safety Management Plan for HV Infrastructure within Airport Precinct	\$186,000	\$ -	\$ -	\$186,000
Air Curtains (terminal)	Installation of air curtains to the inside of the three main airlock doors, just inside the external doors.	\$10,000	\$ -	\$ -	\$10,000
Reserve Transfer	Transfer surplus funds to Infrastructure Reserve to fund significant new infrastructure projects planned over the coming years.	\$1,184,071	\$1,184,071	\$ -	\$ -
TOTAL		\$2,142,071	\$1,916,071	\$ 30,000	\$196,000

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

The Executive and management have been involved in regular reviews of operational and capital budgets both as part of the Budget Review process and ongoing financial management and variance reporting to Council. The Budget Review was discussed with Councillors at the March Briefing Session.

COMMUNITY CONSULTATION

The results of the Budget Review will be presented to the community in a media release.

STATUTORY IMPLICATIONS

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* provides for the annual review of budget.

POLICY IMPLICATIONS

The City's Budget Review is completed in accordance with *Budget Review Policy CF16*, *Local Government Accounting Directions CF1* and the Australian Accounting Standards.

FINANCIAL IMPLICATIONS

The report considers the financial position of the Council to the end of December 2017 and makes various amendments as determined by management to ensure the budget represents the most current reflection of Council's activities for the remainder of the 2017/18 financial year.

If Council approves the allocation of identified surplus funds as indicated above, the following table summarises the overall adjustments required to the budget as a result of the Budget Review and Ordinary Council Meetings for 2017/18:

	Original Budget	Current Budget	Proposed Amended Budget	Budget Movement
Operating Expense	(99,213,358)	(103,647,813)	(100,959,559)	2,688,254
Operating Revenue	122,690,878	115,159,658	111,452,704	(3,706,954)
Non Operating Expense	(90,995,915)	(95,798,297)	(90,162,566)	5,635,731
Non Operating Revenue	44,933,681	58,981,426	53,085,766	(5,895,660)
Non Cash Items Included	19,457,953	20,178,606	20,566,037	387,431
Restricted PUPP Surplus BFWD 16/17	4,603,608	4,672,754	4,672,754	0
Unrestricted Surplus BFWD 16/17	490,434	2,364,705	2,364,705	0
Restricted PUPP Surplus CFWD	1,034,749	1,023,720	1,019,841	(3,879)
Surplus/ (Deficit) 17/18	932,532	887,319	0	(887,319)

The net proposed position after this review is a proposed surplus as at 30/06/2018 of \$0. The balanced budget is a result of a budgeted transfer to Infrastructure Reserve of \$1,184,071 (being the anticipated budget surplus after funding of additional projects).

STRATEGIC IMPLICATIONS

This item is relevant to the Council’s approved Strategic Community Plan 2016-2026 and Corporate Business Plan 2016-2021. In particular, the Operational Plan 2017-2018 provided for this activity:

- Programs/Services: 4.c.1.1 Conduct monthly and annual financial reviews and reporting
- Projects/Actions: 4.c.1.1.2 Prepare and Review Annual Budget

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	Nil	Nil
Financial	Low	Regular Budget Review, along with astute financial management backed by strong internal controls, policies and monitoring will ensure risks are assessed regularly and managed appropriately.
Service Interruption	Nil	Nil
Environment	Nil	Nil
Reputation	Low	Nil
Compliance	Low	Nil

IMPACT ON CAPACITY

Impact on capacity or resourcing has been factored in to the evaluation of each of the proposed new initiatives.

RELEVANT PRECEDENTS

Council conducted two budget reviews in the 2016/17 financial year in line with statutory provisions and management practices and has continued the practice of multiple reviews in the 2017/18 year.

VOTING REQUIREMENTS

Absolute Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by ABSOLUTE Majority pursuant to Regulation 33A of the *Local Government (Financial Management) Regulations 1996*, RESOLVES to ADOPT the Proposed 2017/18 Budget Amendments presented in the Budget Review subject to the following changes:

1. _____
2. _____

CONCLUSION

The amendments in the attachments reflect Council’s operations for the remainder of the financial year including proposed new initiatives funded from the forecast surplus before any reserve transfer.

OFFICER'S RECOMMENDATION

That Council by **ABSOLUTE** Majority pursuant to Regulation 33A of the *Local Government (Financial Management) Regulations 1996* RESOLVES to **ADOPT** the 2017/18 Statutory Budget Review (incorporating the following and attached amendments) which results in a balanced budget as at 30/06/18:

PROJECT TITLE	PROJECT DESCRIPTION	Total Costs 2017/18 \$	Municipal Funds	External Funding	Reserve Funds
Pilbara Universities Centre	Provide Financial Support/backing for proposed PUC project. Formal request received from PUC Committee to prepare business case in preparation for Federal funding application.	\$27,000	\$27,000	\$ -	\$ -
Ecohub	Detailed Site investigation, surveying and development of a Deposited Plan to enable the excision from the airport reserve and purchase of the identified portion of land.	\$30,000	\$30,000	\$ -	\$ -
Wanggalili (Sahara Forrest)	In conjunction with Kings Park Botanical Trust and YAC, prepare business case for the development of a viable and sustainable operation of endemic native plant propagation and associated manufacturing of products for commercial sale on Airport land	\$80,000	\$80,000	\$ -	\$ -
Inter regional air travel	Sponsorship of Avair proposal to commence inter regional flights (Part payment)	\$200,000	\$200,000	\$ -	\$ -
Wind Farm Site Suitability Study	Prospecting project to identify suitable land for the establishment of wind energy infrastructure.	\$20,000	\$20,000	\$ -	\$ -
Mountain Bike Trails: Planning Feasibility	Works to identify, map and survey and progress approvals including native title and heritage clearance to allow formal mountain biking activities in the Karratha Hills, on the Burrup Peninsula and in nominated areas around Roebourne and Wickham.	\$75,000	\$45,000	\$30,000	\$ -
Social Return on Investment Review: ACADS and Community Grants	As per Feb 18 Council. Review of effectiveness of City grant programs	\$50,000	\$50,000	\$ -	\$ -
Hearsons Cove Foreshore Management Plan Works	Additional funds. Existing Budget (\$250k) likely to be spent on replacing shelters. Additional funds required if toilet, BBQs, Solar lighting to Structures and signage is to be installed.	\$250,000	\$250,000	\$ -	\$ -
Destination Management Plan	Business plan for building and managing the visitor economy for the City.	\$30,000	\$30,000	\$ -	\$ -
HV Maintenance	Maintenance plan, replace RMU, Audit, appointment of HV switching Officer and Safety Management Plan for HV Infrastructure within Airport Precinct	\$186,000	\$ -	\$ -	\$186,000
Air Curtains (terminal)	Installation of air curtains to the inside of the three main airlock doors, just inside the external doors.	\$10,000	\$ -	\$ -	\$10,000
Reserve Transfer	Transfer surplus funds to Infrastructure Reserve to fund significant new infrastructure projects planned over the coming years.	\$1,184,071	\$1,184,071	\$ -	\$ -
TOTAL		\$2,142,071	\$1,916,071	\$30,000	\$196,000

AMENDED OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154032
 MOVED : Cr Cucel
 SECONDED : Cr Smeathers

That Council by **ABSOLUTE** Majority pursuant to Regulation 33A of the *Local Government (Financial Management) Regulations 1996* **RESOLVES** to **ADOPT** the 2017/18 Statutory Budget Review (incorporating the following and attached amendments) which results in a balanced budget as at 30/06/18:

PROJECT TITLE	PROJECT DESCRIPTION	Total Costs 2017/18 \$	Municipal Funds	External Funding	Reserve Funds
Pilbara Universities Centre	Provide Financial Support/backing for proposed PUC project. Formal request received from PUC Committee to prepare business case in preparation for Federal funding application.	\$27,000	\$27,000	\$ -	\$ -
Ecohub	Detailed Site investigation, surveying and development of a Deposited Plan to enable the excision from the airport reserve and purchase of the identified portion of land.	\$30,000	\$30,000	\$ -	\$ -
Wanggalili (Sahara Forrest)	In conjunction with Kings Park Botanical Trust and YAC, prepare business case for the development of a viable and sustainable operation of endemic native plant propagation and associated manufacturing of products for commercial sale on Airport land	\$80,000	\$80,000	\$ -	\$ -
Inter regional air travel	Sponsorship of Aviair proposal to commence inter regional flights (Part payment)	\$200,000	\$200,000	\$ -	\$ -
Wind Farm Site Suitability Study	Prospecting project to identify suitable land for the establishment of wind energy infrastructure.	\$20,000	\$20,000	\$ -	\$ -
Mountain Bike Trails: Planning Feasibility	Works to identify, map and survey and progress approvals including native title and heritage clearance to allow formal mountain biking activities in the Karratha Hills, on the Burrup Peninsula and in nominated areas around Roebourne and Wickham.	\$75,000	\$45,000	\$30,000	\$ -
Social Return on Investment Review: ACADS and Community Grants	As per Feb 18 Council. Review of effectiveness of City grant programs	\$50,000	\$50,000	\$ -	\$ -
Hearsons Cove Foreshore Management Plan Works	Additional funds. Existing Budget (\$250k) likely to be spent on replacing shelters. Additional funds required if toilet, BBQs, Solar lighting to Structures and signage is to be installed.	\$250,000	\$250,000	\$ -	\$ -
Destination Management Plan	Business plan for building and managing the visitor economy for the City.	\$30,000	\$30,000	\$ -	\$ -
HV Maintenance	Maintenance plan, replace RMU, Audit, appointment of HV switching Officer and Safety Management Plan for HV Infrastructure within Airport Precinct	\$41,000	\$ -	\$ -	\$41,000
Air Curtains (terminal)	Installation of air curtains to the inside of the three main airlock doors, just inside the external doors.	\$10,000	\$ -	\$ -	\$10,000
Reserve Transfer	Transfer surplus funds to Infrastructure Reserve to fund significant new infrastructure projects planned over the coming years.	\$1,184,071	\$1,184,071	\$ -	\$ -
TOTAL		\$1,997,071	\$1,916,071	\$30,000	\$51,000

CARRIED

- FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Miller,
Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
- AGAINST : Nil
- REASON : Council modified the Officer's recommendation based on the Amended Officer's
recommendation to correct the total amount and reserve fund allocation for HV
Maintenance as shown in the table above.

10.6 APRIL 2018 ORDINARY COUNCIL MEETING

File No:	GR.24
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	DAO Corporate Services
Date of Report:	13 March 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

For Council to consider rescheduling the April 2018 Ordinary Council meeting.

BACKGROUND

The April Ordinary Council Meeting is currently scheduled for Monday 16 April 2018 to be held in Roebourne.

A number of Councillors have indicated they will be unavailable for the scheduled April meeting owing to the School Holidays from 14-29 April 2018.

It is possible to bring the April OCM forward to 9 April 2018 however the limited time between the March and April meetings is likely to affect the number of reports available for the agenda. A Special Council meeting may be necessary later in April or early May to consider differential rates for 2018/19. It will also be necessary to reschedule the Councillor Briefing Session to the week following Easter.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

This matter has been discussed with the Mayor and Deputy Mayor.

COMMUNITY CONSULTATION

If Council resolves to change the meeting date, it will be necessary for any variation to the published schedule of Council meeting dates to be advertised in the local newspaper, on noticeboards and the City website to inform the community of new meeting times and dates.

STATUTORY IMPLICATIONS

Regulation 12(2) of the *Local Government (Administration) Regulation 1996* requires that a local government give local public notice of any change to the date, time or place of a meeting about which annual notice has been given.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There will be an estimated cost of \$150 for advertising the proposed meeting date and time in the local newspaper.

STRATEGIC IMPLICATIONS

There are no strategic implications.

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	N/A	Nil
Service Interruption	Low	Consideration of some matters may be delayed due to the change of meeting schedule.
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	Low	With limited time between the March and April meetings, some matters will need to be carried over to the May meeting.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council rescheduled its May 2017 meeting to 29 May 2017 due a number of Councillors attending the Joint Kimberley/Pilbara/Northern Territory Forum 2017. The June 2017 meeting was also rescheduled to 26 June 2017 due to the Mayor and the Chief Executive Officer attending the Developing Northern Australia Conference in Cairns on 19-20 June 2017.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Regulation 12 of the *Local Government (Administration) Regulations 1996* RESOLVES to PROCEED with the April 2018 Ordinary Council meeting as scheduled on Monday, 16 April 2018 at 6.30pm.

Option 3

That Council by SIMPLE Majority pursuant to Regulation 12 of the *Local Government (Administration) Regulations 1996* RESOLVES to RESCHEDULE the April 2018 Ordinary Council meeting to the following alternate meeting date and time_____.

CONCLUSION

In order to ensure maximum availability of Councillors for the April Ordinary Council Meeting it is proposed to reschedule the meeting to 6.30pm on Monday, 9 April 2018.

OFFICER'S RECOMMENDATION

That Council by **SIMPLE Majority** pursuant to Section 5.5 of the *Local Government Act, 1995* **RESOLVES** to **RESCHEDULE** the April 2018 Ordinary Council meeting to 6.30pm on Monday, 9 April 2018.

AMENDED COUNCIL RESOLUTION

Res No : 154033
MOVED : Cr Levissianos
SECONDED : Cr Bertling

That Council by **SIMPLE Majority** pursuant to Regulation 12 of the *Local Government (Administration) Regulations 1996* **RESOLVES** to **PROCEED** with the April 2018 Ordinary Council meeting as scheduled on Monday, 16 April 2018 at 6.30pm.

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Miller, Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST : Nil
REASON : Council modified the Officer's recommendation to proceed with the April 2018 Ordinary Council Meeting as scheduled.

11 COMMUNITY SERVICES

Cr Miller declared a proximity interest in 11.1 Early Learning Centre Leases and Tenure as Cr Miller's next door neighbour owns a childcare facility currently operating in the City of Karratha.

At 6.56 pm Cr Miller left the room.

COUNCIL RESOLUTION

Res No : 154034
MOVED : Cr Waterstrom Muller
SECONDED : Cr Scott

That Council suspend Standing Orders at 6.56 pm to allow for open discussion of Item 11.1 Early Learning Centre Leases and Tenure.

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST : Nil

11.1 EARLY LEARNING CENTRE LEASES AND TENURE

File No: CA.53
Responsible Executive Officer: Director Community Services
Reporting Author: A/Partnerships and Community Projects Coordinator
Date of Report: 26 February 2018
Applicant/Proponent: Nil
Disclosure of Interest: Nil
Attachment(s) Nil

PURPOSE

For Council to consider the process to lease the Wickham, Bulgarra and Millars Well Early Learning Centres.

BACKGROUND

One Tree Inc. currently occupies three premises owned by the City, for the purposes of providing early learning centre (ELC) childcare services being:

Facility	Location
Bulgarra ELC	Lots 1455 and 681 Bayview Road, Bulgarra, WA, 6714
Millars Well ELC	Lot 3893 Teesdale Place, Millars Well, WA, 6714
Wickham ELC	Lot 175 Carse Street, Wickham, WA, 6720

All three facilities have a lease term of 5 + 5 years and all are due to expire on 31 January 2019.

With the construction of the Wickham Community Hub due for completion in December 2018, Council has previously resolved to call for tenders for the Wickham ELC.

For the Bulgarra and Millars Well ELC's, Council has the option to engage in direct negotiations with the current service provider, or undertake a public tender process for all three facilities.

It is noted that continuity of service and staff familiarity is important to both parents and children using these services. Regardless of how smooth a change in operator was to occur there would be some disruption to service and a degree of unfamiliarity for parents and children before the new operator settled in. Additionally, there is some reputational risk associated with a change in operator for both the City (enabling a change) and the operators (existing and new) associated with a change in provider.

However, given the current level of demand for these services in the City, evidenced by the existing centres carrying waiting lists and a new 72 place centre recently being approved, it is proposed to proceed with a public tender to ensure Council continues to lease the facilities at fees comparable to current market rates, and ensure fair opportunity for all childcare operators.

The following selection criteria and weightings were endorsed by Council for the Wickham ELC tender, and it is proposed that these weightings are applied to a new tender package.

Criteria	Weighting
Relevant Experience	20%
Capacity to Deliver	15%
Methodology	25%
Price	40%

It is anticipated that the terms of the new leases will remain similar to the existing leases for other ELC's. Broadly, the following scope will be applied to the tender, and the final lease conditions will be provided to Council for consideration prior to executing:

- 5 + 5-year term;
- Payment of all outgoings related to that facility including waste, electricity, water and pest control;
- Provide the following services for the term of the lease;
 - Bulgarra ELC: 70 places
 - Millars Well ELC: 100 places
 - Wickham ELC: 50 places
- Provide a mix of occasional and long day care services

Tender Respondents will be requested to submit a price per facility so as each facility can be evaluated separately.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between the Partnerships and Engagement, Planning Services and Governance departments in regards to the existing leases and land tenure.

COMMUNITY CONSULTATION

The City has a requirement under Section 3.58 of the *Local Government Act 1995* to publicly advertise their intent to dispose (lease) a property to a preferred tenderer.

The existing tenant is aware of the public tender process.

Further community consultation is to occur following the tender if required.

STATUTORY IMPLICATIONS

Section 3.58 of the *Local Government Act 1995* applies.

POLICY IMPLICATIONS

The following Council policies apply:

- CF-13 Asset Management
- CF-17 Disposal of Assets
- CS-07 Insurance Requirement of Users of City Owned Premises
- CG-11 Regional Price Preference

FINANCIAL IMPLICATIONS

During the tender process respondents will be required to propose a lease fee for each facility. Based on the current fees, the leases have the potential to generate a combined revenue of over \$100,000 per annum and this has been factored into the draft 2018/2019 annual budget. As this is a public tender process, this income figure may be higher or lower.

STRATEGIC IMPLICATIONS

This item is relevant to the Council’s approved Strategic Community Plan 2016-2026 and Corporate Business Plan 2016-2021. In particular, the Operational Plan 2017-2018 provided for this activity:

Programs/Services:	4.e.1.4	Lease Administration
Projects/Actions:	4.e.1.4.1	Audit and review completeness of lease documentation.

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	Should no suitable proponents be secured the potential loss of income for the City is approximately \$100,000 per year.
Service Interruption	Low/Medium	Should the existing operator respond to the tender and be successful in being contracted to deliver the service, there will be no service interruption. Should an alternate provider be contracted there will some disruption to services as the operators undertake the transition.
Environment	N/A	Nil

Reputation	Moderate	Council’s reputational risk is balanced between ensuring continuity and familiarity of service by private treaty negotiation and calling public tenders to provide opportunities for all potential providers. Given the level of demand in the market place a private treaty negotiation could well be challenged thereby requiring a public tender process.
Compliance	High	Council will be required to seek Ministerial approval prior to executing lease for the Bulgarra facility.

IMPACT ON CAPACITY

There is no impact on capacity or resourcing to carry out the Officers recommendation.

RELEVANT PRECEDENTS

Council has previously leased Bulgarra, Millars Well and the existing Wickham early learning centres through a public tender process.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.58 of the *Local Government Act 1995* RESOLVES to NEGOTIATE directly with the existing service provider via a private treaty arrangement to renew the leases for the Bulgarra and Millars Well Early Learning Centres.

CONCLUSION

The leases for the Bulgarra, Wickham and Millars Well ELC’s are due to expire on 31 January 2019. One Tree Inc. is the service provider currently occupying all three facilities.

Council has previously resolved to proceed to tender for the new Wickham Hub ELC, and Officers request that Council consider proceeding to tender for the Bulgarra and Millars Well ELC facilities also.

COUNCIL RESOLUTION

Res No : **154035**
MOVED : **Cr Nunn**
SECONDED : **Cr Smeathers**

That Council resume Standing Orders at 7.04 pm.

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
 AGAINST : Nil

OFFICER’S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 3.58 of the *Local Government Act 1995* RESOLVES to CALL tenders for the Bulgarra, Wickham and Millars Well Early Learning Centre leases with a lease term of 5 + 5 years with the following tender selection criteria;

Criteria	Weighting
Relevant Experience	20%
Capacity to Deliver	15%
Methodology	25%
Price	40%

AMENDED COUNCIL RESOLUTION

Res No : 154036
 MOVED : Cr Levissianos
 SECONDED : Cr Cucel

That Council by SIMPLE Majority pursuant to Section 3.58 of the *Local Government Act 1995* RESOLVES to:

1. NEGOTIATE directly with the existing service provider via a private treaty arrangement to renew the leases for the Bulgarra and Millars Well Early Learning Centres with the inclusion of a continuity of service condition in the leases; and
2. CALL tenders for the Wickham Well Early Learning Centre lease with a lease term of 5 + 5 years with the following tender selection criteria:

Criteria	Weighting
Relevant Experience	20%
Capacity to Deliver	15%
Methodology	25%
Price	40%

CARRIED 9-1

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Nunn, Cr Smeathers, Cr Waterstrom Muller
 AGAINST : Cr Scott
 REASON : Council modified the Officer’s recommendation to minimise the risk of disruption to existing services and to provide a level of certainty to children and their parents/carers.

At 7.06 pm Cr Miller re-entered the room.

Cr Waterstrom Muller declared an impartiality interest in 11.2 Red Earth Arts Precinct Fees and Charges as Cr Waterstrom Muller is friends with owners of Kurrajong Collective who completed the research report.

Cr Waterstrom Muller did not leave the room as the disclosure did not restrict her ability to vote on this matter.

11.2 RED EARTH ARTS PRECINCT FEES AND CHARGES

File No:	RC.133
Responsible Executive Officer:	Director Community Services
Reporting Author:	Manager Arts and Culture
Date of Report:	27 February 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Community Sentiment study, Kurrajong report

PURPOSE

For Council to consider the proposed table of fees and charges, and ticketing strategy to be adopted by the Red Earth Arts Precinct (REAP) operations.

BACKGROUND

Planning for the Karratha Arts and Cultural Centre addressed not only facility design, capital cost and funding options but also operational implications. The original business case and management plan prepared for REAP in 2015 proposed an operating deficit for the first year of operation (proposed 17/18) in the range of \$1.38m to \$1.86m - on top of existing library, moonrise cinema and events and civic functions operations. The management plan forecast a net income attributed to centre activities of approximately \$580K.

Based on more recent work the full year operating cost for REAP (18/19 year) is currently forecast at \$2.2m. Staff have been working to contain additional cost for the operation of REAP to a maximum of \$1.7M. Therefore, there is a need for net revenue generation in the order of \$500K to achieve a \$1.7m deficit.

Accordingly, a schedule of fees and charges is necessary to generate revenue from the activities and patronage of the precinct to contain operating costs.

Principal revenue streams to achieve the require income level are (at a very high level):

- | | | |
|----|--|----------|
| 1. | Ticket sales for events run by REAP team | ~ \$300K |
| 2. | Venue hire by others | ~ \$100K |
| 3. | Secondary spend | ~ \$ 50K |
| 4. | Sponsor support / grants | ~ \$ 50K |

The Red Earth Arts Precinct has been undergoing significant planning to this point and an investigation into and appropriate schedule of fees and charges has been carried out with reference to:

- (a) The requirement to reasonably recover costs

- (b) The requirement to provide accessibility to the venue
- (c) The requirement to activate the venue to a high degree
- (d) The requirement to ensure that the community view the fees and charges as fair and equitable.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

There are two areas to be considered, hire fees and charges, and the ticketing strategy.

Hire Fees and Charges

This deals with the costs for external parties hiring the REAP. Venue hire costs have been investigated and benchmarked across similar venues within Australia. There are several models of hire calculation including:

- straight hire fee;
- hire fee plus a percentage of box office gross; and
- box office splits.

The simplest and most transparent method is a straight hire fee and that is the method recommended for implementation at REAP.

Within the straight hire fee model it is proposed that there be both commercial hire and community hire rates, with the community hire rate being accorded a discount from the full hire rate. A discount of 30% off the full hire rate is proposed noting that the venue will have a considerable overhead associated with energy consumption and the requirement for qualified and trained staff to be in attendance at all times. The Council offers a variety of community organisation discounts at other venues and 30% is within the range currently applied.

Community hire rates will be available to not for profit community organisations based within the City of Karratha, or external not for profit agencies that are verified as a registered charity and provide benefit to the residents of the City of Karratha.

The following venue hire rates are proposed.

Theatre	
Performance event	\$1,500 per day + staff
Second performance on same day	\$1,200 per day + staff
Multi-day bookings - day rate negotiable <ul style="list-style-type: none"> • All other use at \$190/hr + mandatory staff <ul style="list-style-type: none"> ○ Minimum booking for any reason is 4 hours – bump-in, bump-out, rehearsal ○ Venue hire fee includes standard rig ○ Mandatory staffing component includes Front of House Manager and Technical Supervisor @ \$50/hr per person with overtime charges on staffing applicable after 8 hours • Dance school use of the flat floor with the seating away and house lights only - \$70/hr • Theatre bookings will require \$500 deposit. 50% non-refundable for cancellation within 4 weeks of event 	

Comparison across venues of similar capacity has been drawn from the “APACA Venue charges and salaries report 2015”. Averaging the costs from 15 venues of under 500 seats across the country reveals the average charge for a full day hire is \$1829 at commercial

rates and \$1178 at community rates. The proposed REAP charge of \$1500 at commercial rates and \$1050 at community rates is positioned within the range indicated by comparable venues.

Amphitheatre	\$500/day \$700/day \$1,000/day	<500pax >500<1200pax >1200<2000pax
<ul style="list-style-type: none"> • Full day hire only <ul style="list-style-type: none"> ○ Differential pricing for varying pax ○ Venue hire will require additional toilets to be sourced by the client for all licensed events and for no-licensed events with a pax >500 ○ Access to venue toilets, green room and dressing rooms can be negotiated as required and subject to availability ○ Excess cleaning of the venue will be charged at cost plus 20% ○ Cleaning of the amphitheatre is the responsibility of the hirer, as is restoration of any damage ○ Amphitheatre bookings will require \$250 deposit. 50% nonrefundable for cancellation within 4 weeks of event 		
Rehearsal Rooms A + B	\$32/hr for each space	
<ul style="list-style-type: none"> • Minimum 2 hour booking • Venue only available for hire out of hours when the Front of House Manager is rostered on or if the hirer will pay for the Front of House Manager. 		
The Shelf	\$125/hr	
<ul style="list-style-type: none"> • Minimum 2 hour booking 		
Catering Kitchen	\$100/hr	
<ul style="list-style-type: none"> • Minimum 4 hour booking 		
Foyers 1 and 2	\$75/hr	
<ul style="list-style-type: none"> • Minimum 2 hour booking 		
Green Room	\$20/hr	
<ul style="list-style-type: none"> • Minimum 2 hour booking 		
Staff costs	\$50/hr	
<ul style="list-style-type: none"> • All bookings will be assigned staffing as required • Mandatory Front of House Manager and Technical staff to be charged at subsidized rate of \$50 per hour in line with industry standards. • All out of hours bookings will require a Front of House Manager as a minimum 		

Bond

It is proposed that a bond of up to \$10,000 will be charged for events with the applicable rate determined by the Manager Arts and Culture at the time of booking. The bond rate will be determined based on assessed risk of the event.

Ticketing Strategy

A community consultation process has been conducted across the City and a ticketing component is included in the report (see attached). The report shows how the participants were sourced and where they fit demographically and culturally in society. The participants were shown a random mix of shows drawn directly from current shows on sale in Perth. The aim was to gauge their capacity and willingness to pay capital city pricing.

Children’s Show	
<i>We’re going on a Bear Hunt</i> – Subiaco Arts Centre	
Adults and Children	\$ 39.90
Family	\$ 139.60
Comedy	
<i>Paul Fenech</i> – Astor Theatre	
All tickets	\$ 59.60

Drama	
<i>Let the Right One In</i> – State Theatre Centre	
Adults	\$ 66.00
Students	\$ 34.00
Plus ticketing charge of \$7.20	
Opera	
<i>The Cunning Little Vixen</i> – His Majesty’s Theatre	
‘C’ reserve	\$ 34.00
Premium	\$ 140.00
Plus ticketing charge of \$6.95	

Overwhelmingly the response to these prices was that most people would not attend very often, if at all, using these price structures.

In line with the community response it is proposed that ticket pricing for live shows would range from as low as \$12.00 per head for events like school groups at children’s shows to as much as \$100.00 per ticket for large scale adult shows - for the performance only. Any add-on services such as catering would attract an additional fee with the relevant cost shown clearly in the ticketing structure. The actual ticket price will be determined by the Manager Arts and Culture during contract negotiations.

The following ticket price schedule is proposed.

Event type	Adult >17		Child <17		Family 2 A, 2C <17		Concession / Members		School groups	
	Lo	Hi	Lo	Hi	Lo	Hi	Lo	Hi	Lo	Hi
Children’s and family shows	20	25	10	15	50	65	15	20	10	12
Small simple shows eg comedy and drama	45	65	35	45	150	180	40	50	30	35
Large complex shows eg Opera/Ballet	70	100	40	55	180	220	60	80	34	40
Amphitheatre Music series	25	30	15	20	60	80	20	25	10	12
Cinema – indoor and the Shelf	16	16	10	10	45	45	13	13	8	8

It is intended that a ‘Friends of the Theatre’ group will be established and following payment of an annual registration fee, members would qualify for discounted ticket prices. An annual fee of \$50 is proposed which would allow each member to buy 2 tickets to any event. Friends would enjoy a discount on tickets prices of approximately 10%-15% (not available for children’s shows) and other benefits would include a direct email newsletter and invitations to other events such as artist talks.

The price structure outlined above was well received when presented during the community engagement process. The participants were also shown a sample of the performances that were under consideration or had been booked and were asked how often they were likely to attend given the proposed prices. The study showed that the price range was a large inducement to people to attend either monthly or two monthly. They were more willing to take a risk on a show where they may not know anything about the performance when the price was considered affordable.

Pre-show dining

It is anticipated that the various restaurants in the city will be keen to attract theatre patrons pre or post show. If this is supported, each restaurant’s offer will be advertised on the REAP website with links or contacts for the restaurants shown. To assist this opportunity, it is

proposed that the restaurants would be issued with a calendar of events showing dates and start and finish times, so that they have advance notice and can plan their offering. How restaurateurs offer deals or discounts will be completely their decision, with the REAP will simply posting those offers on the REAP website. In other centres there is a guarantee to have the customer served and out the door in time to attend the performance. For an example of this in action visit <https://www.bsstc.com.au/plan-your-visit/dining>

It is proposed to establish an art house film club that will screen once a month at \$10 a ticket for members and \$12 a ticket for non-members. These tickets would be pre-sold in blocks of a minimum of 6 tickets.

Incentives could be offered on a range of cinema events built around mass purchasing of tickets. Discounts of 10% per ticket for 10 tickets, and 20% per ticket for 20 tickets are proposed. Further price variations could be offered to include food and beverage packages as determined by the Manager Arts and Culture to enhance the patron experience. These packages would be clearly articulated in the ticketing structure.

The community consultation process raised a number of issues about screening times that the Arts and Culture team will endeavour to address in programming the REAP cinema spaces, particularly with the ability to show more sessions at a greater range of times.

COMMUNITY CONSULTATION

Community consultation occurred through the commissioning of a Qualitative Study, referenced in the section above and attached for your information.

STATUTORY IMPLICATIONS

Section 6.16 of the *Local Government Act 1995* refers to the imposition of fees and charges and any limitations. Section 6.17 of the Act refers to the setting of the appropriate level of a fee/charge. Section 6.19 of the Act refers to the public notice requirements.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Council has endorsed the operational costs for the facility through the management plan. This projects the level of income for the facility and the fees and charges proposed are in line with this.

STRATEGIC IMPLICATIONS

This item is relevant to the Council’s approved Strategic Community Plan 2016-2026 and Corporate Business Plan 2016-2021. In particular, the Operational Plan 2017-2018 provided for this activity:

Programs/Services:	1.a.1	A full range of city –standard facilities and community infrastructure are provided
	1.c.2	Public services are accessible and affordable.
	1.f.1	Social interaction is fostered across the community
	4.c.2	Long term planning is employed to ensure financial sustainability
	4.c.3	A suite of sustainable revenue sources funding Council activities
	4.e.1	Services to our community are socially responsible and financially sound

	4.e.2	Service levels are determined by evidence based analysis of community needs
	4.e.3	Reviews of service levels and standards are regularly undertaken
Projects/Actions:	1.d.2.1	Programs and services that improve community wellbeing are developed and promoted
	1.e.1	Diversity in the region is highlighted and celebrated

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	Low	Nil
Financial	Moderate	Moderate
Service Interruption	Moderate	Should the delivery of service be interrupted as a result of Council not endorsing the proposed fees and charges, Officers expect negative feedback to be received as well as a potential drop in patronage should this happen once operations have commenced.
Environment	Low	Nil
Reputation	Moderate	Should Council choose not to endorse any fees or charges for the Red Earth Arts Precinct, there will be an interruption of service and expectation which is expected to result in negative reputational outcomes. Additionally, if prices are too high – it is expected that we will receive negative feedback from the community.
Compliance	High	In order to operate and manage the Red Earth Arts Precinct, an endorsed set of fees and charges are required.

IMPACT ON CAPACITY

There is no impact on capacity or resourcing to carry out the Officers recommendations.

RELEVANT PRECEDENTS

Council annually review and endorse fees and charges. The aforementioned table outlines fees and charges based on other City of Karratha facilities already endorsed by Council.

VOTING REQUIREMENTS

Absolute AND Simple Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 6.16 of the *Local Government Act 1995* RESOLVES to DEFER consideration of the proposed fees and charges pending further review.

CONCLUSION

In order to operate and manage the Red Earth Arts Precinct in accordance with the previously approved business plan the venue will be required to generate income to reduce the overall cost to council. The proposed fees and charges are in line with industry benchmarks and are responsive to the consultation program recently conducted with the local community. Officers propose the application of simple fees and charges strategy for the hire of spaces as well as the application of a ticketing strategy. This schedule of fees and charges will be reviewed annually as part of the budget process.

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154037
MOVED : Cr Waterstrom Muller
SECONDED : Cr Smeathers

1. That Council by **ABSOLUTE** Majority pursuant to Section 6.16 of the *Local Government Act 1995* **RESOLVES** to **IMPOSE** the following fees and charges for the Red Earth Arts Precinct:

Theatre	Fees and Charges	
Performance event	\$1,500 per day + staff	
Second performance on same day	\$1,200 per day + staff	
Multi-day bookings - day rate negotiable <ul style="list-style-type: none"> • All other use at \$190/hr + mandatory staff <ul style="list-style-type: none"> ○ Minimum booking for any reason is 4 hours – bump-in, bump-out, rehearsal ○ Venue hire fee includes standard rig ○ Mandatory staffing component includes Front of House Manager and Technical Supervisor @ \$50/hr per person with overtime charges on staffing applicable after 8 hours • Dance school use of the flat floor with the seating away and house lights only - \$70/hr • Theatre bookings will require \$500 deposit. 50% non-refundable for cancellation within 4 weeks of event 		
Amphitheatre	\$500/day	<500pax
	\$700/day	>500<1200pax
	\$1,000/day	>1200<2000pax
<ul style="list-style-type: none"> • Full day hire only <ul style="list-style-type: none"> ○ Differential pricing for varying pax ○ Hirer will be required to install temporary toilets in the amphitheatre for all licensed events and for non-licensed events with a pax >500 ○ Access to venue toilets, green room and dressing rooms can be negotiated as required and subject to availability ○ Excess cleaning of the venue will be charged at cost plus 20% • Cleaning of the amphitheatre is the responsibility of the hirer, as is restoration of any damage • Amphitheatre bookings will require \$250 deposit. 50% nonrefundable for cancellation within 4 weeks of event 		
Rehearsal Rooms A + B	\$32/hr for each space	
<ul style="list-style-type: none"> • Minimum 2 hour booking • Venue only available for hire out of hours when the Front of House Manager is rostered on or if the hirer will pay for the Front of House Manager. 		
The Shelf	\$125/hr	
<ul style="list-style-type: none"> • Minimum 2 hour booking 		

Catering Kitchen	\$100/hr
• Minimum 4 hour booking	
Foyers 1 and 2	\$75/hr
• Minimum 2 hour booking	
Green Room	\$20/hr
• Minimum 2 hour booking	
Staff costs	\$50/hr
<ul style="list-style-type: none"> • All bookings will be assigned staffing as required • Mandatory Front of House Manager and Technical staff to be charged at subsidized rate of \$50 per hour in line with industry standards. • All out of hours bookings will require a Front of House Manager as a minimum 	

BOND
Up to a maximum of \$10,000 based on assessed risk.

TICKET CHARGES										
Event type	Adult >17		Child <17		Family 2 A, 2C <17		Concession / Members		School groups	
	Lo	Hi	Lo	Hi	Lo	Hi	Lo	Hi	Lo	Hi
Children’s and family shows	20	25	10	15	50	65	15	20	10	12
Small simple shows e.g. Comedy / Drama	45	65	35	45	150	180	40	50	30	35
Large complex shows e.g. Opera / Ballet	70	100	40	55	180	220	60	80	34	40
Amphitheatre Music series	25	30	15	20	60	80	20	25	10	12
Cinema – indoor and the Shelf	16	16	10	10	45	45	13	13	8	8

MEMBERSHIP FEES
\$50 per person per annum. Allows 10-15% discount on 2 tickets per member per event excluding children’s shows.

2. **SUBJECT to the above, Council by SIMPLE Majority pursuant to Section 6.19 of the *Local Government Act 1995* RESOLVES to ADVERTISE its intention to impose the above fees and charges from 28 March 2018.**

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Miller, Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
 AGAINST : Nil

12 DEVELOPMENT SERVICES

12.1 HARDING RIVER CARAVAN PARK - STORAGE OF TRANSPORTABLE ACCOMMODATION BUILDINGS

File No:	DA18020
Responsible Executive Officer:	Director Development Services
Reporting Author:	Senior Strategic Planner
Date of Report:	2 March 2018
Applicant/Proponent:	RFF Pty Ltd on behalf of Roebourne WA Holdings Pty Ltd.
Disclosure of Interest:	Nil
Attachment(s)	1. Locality Plan and relationship of Lot 552 to caravan park 2. Photographs of Transportable Buildings onsite.

PURPOSE

For Council to consider a retrospective application for Development Approval for the storage of transportable accommodation buildings on the northern portion of the Harding River Caravan Park.

BACKGROUND

The Harding River Caravan Park is situated on Lot 469 Mundumia Way, Roebourne. Lot 552 (subject of this application) is located behind the caravan park (Attachment 1). Both lots are under the same ownership and are zoned 'Tourism'. Lot 552 has been approved in the past for Caravan Park use but does not appear to have ever been formally developed for such use.

Approval to TWA over Lot 552

On 19 September 2011 Development Approval was granted for the redevelopment of the Harding River Caravan Park over Lot 469 (P2560) and the establishment of 296 Transient Workforce Accommodation beds over Lot 552.

Condition No.2 of the approval limited the timeframe for the Workforce Accommodation component to ten-years (ie. September 2021). Condition No.11 of Development Approval P2560 states that approval shall expire if the development is not substantially commenced within two years from the date of approval.

Two extensions have been granted to the period within which the development is to substantially commence, the most recent being a two-year extension granted by Council at its August 2015 Ordinary Council Meeting. This set the date for development works to have substantially commenced at 19 September 2017.

Directions Notice

Transportable accommodation structures (dongas) were relocated from Bay Village to the subject site in September 2017. On 24 October 2017, the City served a Direction Notice on the owner. The Direction Notice sets out the following:

1. Approved development has not substantially commenced within the required period;
2. Condition No.4 (approval to waste water treatment plan) and Condition No.5 (City approval to various Management Plans and supporting information) have not been satisfied prior to works commencing;
3. Unauthorised works must cease and the transportable buildings must be removed;
4. 60 days from the date of issue to comply with the Direction Notice (23 December 2017).

In a covering letter, the owner was given the option of applying for Development Approval for any of the components that were approved under Development Approval P2560 (ie. the caravan park upgrades) or any other land use/development (ie. storage of the dongas).

Dispute regarding ‘Substantially Commenced’

On 4 December 2017, the applicant wrote to the City stating that in their view works had substantially commenced within the required period and that on that basis, the Development Approval is still valid.

On 15 December 2017, officers responded to the applicant advising that the unauthorised storage of transportable buildings was not covered by the Development Approval and that separate application would be required.

On 20 December 2017, the applicant asked for the City to confirm agreement with their position on substantial commencement. However, on 21 December 2017 officers wrote to the applicant advising that the ‘Transient Workforce Accommodation’ component (Stage 2) had not substantially commenced in accordance with the Development Approval.’

Development Application seeking Retrospective Approval DA18020

On 31 January 2018 the applicant lodged an application for Retrospective Development Approval for Storage of Transportable Structures for 24 months from the date of determination. This period of time has been requested by the applicant to enable the buildings to be removed, or to be installed in accordance with the Development Approval. As is stated above, the approval to use Lot 552 for TWA has now expired. Any proposal to proceed to develop Lot 552 as a TWA would require a new application.

Lot 552 is currently zoned ‘Tourism’. Storage is not permitted in the ‘Tourism’ zone. If the proposed use is considered Storage, then it must be refused. Notwithstanding, it is possible for Council to approve ‘Storage of Transportable Structures’ on Lot 552 (ie. storage of chalets as part of plans to redevelop the caravan park) as a ‘Use not Listed’. If Council chooses to approve the temporary storage of transportable structures on Lot 552, then Council would need to resolve by Absolute Majority that the proposed use is consistent with the objectives of the ‘Tourism’ zone and the extent of approval should be limited to the extent of storage that is already occurring.

It is recommended that Council refuse this application. If Council refuses the application, then officers would reactivate the requirements of the Directions Notice in terms of getting the dongas removed from the site.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between Planning Services Infrastructure Services, and Building Services. The most significant technical issue raised relates to compliance with the National Construction Code for the securing of transportable structures during cyclone season.

COMMUNITY CONSULTATION

Community consultation was undertaken for a period of 14 days in the following manner:

1. A public notice advertised in the local newspaper;
2. A public notification placed on the City's website;
3. Information available at Council offices; and
4. Public notices were posted on the advertisement boards within the old Roebourne Shire Offices/Centrelink and Leramugadu Cafe.

At the conclusion of public advertising no submissions were received. There have been Facebook posts regarding this matter and community and local media interest.

A site inspection has been conducted and photos were taken from the caravan park and Roebourne to get a better understanding of the impact of the dongas on views from surround areas (Attachment 2). This is not considered to be a major concern.

STATUTORY IMPLICATIONS

An applicant can seek State Administrative Tribunal review of a direction within 28-days of receipt. No application for SAT review has been received in relation to the City's direction notice for the subject works.

The Directions Notice remains active and can require the removal of unauthorised development should the subject application be refused.

POLICY IMPLICATIONS

The Council's adopted planning policies on Workforce Accommodation do not support speculative TWA proposals.

FINANCIAL IMPLICATIONS

There are no financial implications.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2016-2026 and Corporate Business Plan 2016-2021. In particular, the Operational Plan 2017-2018 provided for this activity:

Programs/Services: 1.d.2.3 Planning Compliance

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	If the applicant wishes to challenge the City position on substantially commenced, then they would need to make new application and seek SAT review of an unfavourable decision.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	N/A	Nil

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Nil.

VOTING REQUIREMENTS

In accordance with Town Planning Scheme No.8 provision 3.2.6(b), an Absolute Majority is required to determine that the proposed use, being 'Storage of Transportable Buildings', is consistent with the objectives and purposes of the Tourism zone.

A Simple Majority is required to refuse the application.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by ABSOLUTE Majority pursuant to Schedule 2 Part 9 Section 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to APPROVE the application for the Storage of Transportable Buildings at Lot 552 Mundumia Way, Roebourne for a period of no longer than 24 months from the date of this determination.

CONCLUSION

The applicant has sought retrospective approval for the storage of transportable buildings on Lot 552 Mundumia Way, Roebourne (behind the Harding River Caravan Park) for a period of 24 months from the date of determination.

As per the Directions Notice and subsequent clarification in writing, the City has advised the applicant that works for the Workforce Accommodation component of the Development Approval did not substantially commence within the period of time defined by Development Approval. Consequently, Development Approval P2560 is considered to have expired.

As detailed within the report the storage of transportable buildings on site is not supported as it is not considered an appropriate use in the Tourism zone. If Council supports this position, then officers will reactivate the requirements of the Directions Notice that require the dongas to be removed from site.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154038
MOVED : Cr Cucel
SECONDED : Cr Smeathers

That Council by **SIMPLE** Majority pursuant to Section 2 Part 9 Section 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to **REFUSE** the Retrospective Development Application DA18020 for 'Storage of Transportable Structures' at Lot 552 Mundumia way, Roebourne for the reason that it is not considered an appropriate use in the Tourism zone.

CARRIED 9-2

FOR : Cr Long, Cr Bailey, Cr Cucel, Cr Evans, Cr Miller, Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST : Cr Bertling, Cr Levissianos

Cr Miller declared a proximity interest and an indirect financial interest in 12.2 Warambie Estate as Cr Miller's Yogetit business is next door to Warambie Estate.

At 7.22 pm Cr Miller left the room.

12.2 WARAMBIE ESTATE

File No:	A88380
Responsible Executive Officer:	Director Development Services
Reporting Author:	Manager Planning Services
Date of Report:	2 March 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Plans showing Warambie Estate tenure, layout and impact of future extension of Sharpe Avenue

PURPOSE

For Council to consider its position on the future of Warambie Estate.

BACKGROUND

Land Tenure

Lot 557 Crane Circle, Pegs Creek is a 5.16ha parcel of land owned in freehold title by the WA Land Authority (LandCorp). On 10 February 2011, LandCorp entered a lease with NLV Lifestyle Developments Pty Ltd for the operation and management of Warambie Estate. The term of the lease is ten (10) years, plus two (2) options of five (5) years each. The initial term expires on 9 February 2021. Under the terms of the lease, LandCorp decides whether the lease is extended beyond the initial term.

Service Workers' Accommodation

On 22 June 2010, development approval was granted for 100 Park Homes and ancillary fencing, car parking and public open space on the Warambie Estate site. The Karratha City Centre Master Plan states that these 100 residential units are *"to ease the housing pressures for low income workers, who find it difficult to compete with highly paid mining workers for accommodation"* and that *"while the project will assist in addressing pressure points in accommodation, the service workers' accommodation is not considered an appropriate long term use for the Town Centre but will provide a substantial land bank to accommodate a diversified City Centre."*

Warambie Estate has played a critical role to provide affordable accommodation for service workers at a time when rents in the City were extremely high. However, rents have now normalised and therefore Warambie Estate has served its intended purpose.

Seniors Accommodation

Council resolved at its October 2011 Ordinary Council Meeting to relocate residents of the Karratha Seniors Village to Warambie Estate to make way for the new Sharpe Avenue extension between Welcome Road and Dampier Road. Council approved eleven additional Park Homes at its April 2012 Ordinary Council Meeting for this purpose.

There is an ongoing need to provide Seniors accommodation in the district. Warambie Estate could be used for Seniors accommodation in the short term, however it has never been intended for Warambie Estate to remain for the longer term. It is considered more appropriate that purpose built Seniors Accommodation be considered in a more suitable location.

Karratha City Centre Planning

Future plans for the Karratha City Centre include the extension of Sharpe Avenue from where it currently ends at Crane Circle through to Bayview Road (Attachment 1). The corridor for this planned future road extension essentially divides Warambie Estate into two distinct portions.

While there are no plans for this extension in the immediate future, once it does become planned works, it is likely to require removal of at least three units from the eastern portion of Warambie Estate and it will sever the development. If it is considered that Warambie Estate should be rationalised at the end of the initial lease period in February 2021, then it would make sense to discontinue the eastern portion of the development. This would leave the western portion available for short term uses such as Seniors Accommodation (until a suitable facility has been established) and make the eastern portion available for City Centre development opportunities.

Warambie Estate is zoned City Centre: Precinct 4 – Accommodation. Park Home Park is a use that is not permitted in Precinct 4. This means that Warambie Estate only has non-conforming use rights, which means that the use cannot change in any way and that if it ceases to operate for more than 6 months, then it must discontinue. This is probably an appropriate way to treat Warambie Estate given the intention for it to serve only a short term purpose.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

This matter has previously been raised at a Councillor Briefing Session.

COMMUNITY CONSULTATION

At this stage, Council is only considering a position on the future of Warambie Estate, which will be conveyed to LandCorp. LandCorp as landowner will make decisions regarding the future for Warambie Estate.

Any proposal to either discontinue portion of the Warambie Estate or to construct the extension of Sharpe Avenue through to Bayview Road should be subject of its own community consultation process.

STATUTORY IMPLICATIONS

Warambie Estate only has non-conforming use rights under the Planning Scheme.

Under the terms of the lease, LandCorp decides whether the lease is extended beyond the initial term (2021), however it is considered to be inappropriate for LandCorp to extend a lease for a non-conforming land use.

POLICY IMPLICATIONS

The planning policies that currently apply to the City Centre, and Warambie Estate in particular, will be reviewed as part of preparing a new Local Planning Scheme. The aim is to commence the Scheme Review process shortly.

FINANCIAL IMPLICATIONS

Any reduction in the number of units at Warambie Estate will reduce the rates to be paid for that property. Decommissioning of units would be the responsibility of LandCorp and the lessee.

The proposed Sharpe Avenue extension through the Warambie Estate would be over freehold land owned by the WA Land Authority. This land would need to be acquire in order to create the road reserve for the extension. Furthermore, if Council sought to construct the Sharpe Avenue extension prior to the affected units being decommissioned, then Council may need to negotiate suitable arrangements for that as well.

STRATEGIC IMPLICATIONS

This item is relevant to the Council’s approved Strategic Community Plan 2016-2026 and Corporate Business Plan 2016-2021. In particular, the Operational Plan 2017-2018 provided for this activity:

Our Response: 2.c.1 Serviced land is prepared and available for a variety of new enterprise purposes

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	N/A	Nil
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Low	If Council adopts the recommendation, then it will only be requesting LandCorp commence planning to rationalise the lease for Warambie Village before 2021.
Compliance	N/A	Nil

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

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

1. ADVISE LandCorp that it supports the ongoing use of Warambie Estate for service workers’ accommodation; and
2. INITIATE an amendment to the Planning Scheme to provide for this use over the land.

Option 3

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

1. REQUEST LandCorp commence a process of planning to terminate the lease for Warambie Estate at the end of the initial lease term on 9 February 2021; and
2. REQUEST LandCorp to work with the City on a plan for extension of Sharpe Avenue from Crane Circle through to Bayview Road.

CONCLUSION

The purpose and intention of Warambie Estate was always to provide short term affordable accommodation for service workers while residential rents were extremely high, which it successfully achieved. Now that rents have reduced from those highs and normalised it is considered appropriate to transition Warambie Estate into the ultimate development planned for the Karratha City Centre.

There is a possibility to provide accommodation for Seniors in the short term as part of this transition until a suitable facility is developed. This does not require all 111 units to remain and it that short term Seniors Accommodation could be contained in the western portion of the Estate, making the eastern portion available for City Centre development.

The Planning for the future of the Karratha City Centre includes extending Sharpe Avenue through to Bayview Road and the development of mixed use commercial buildings. While there are no immediate plans for this to occur it is considered prudent to establish a position that facilitates this outcome to occur. The risk of not transitioning this land use in the near future is that the Karratha City Centre becomes constrained which may hinder future opportunities to deliver its full potential.

It is recommended that Council acknowledge the success of the Warambie Estate and establish a position that Warambie Estate should be transitioned to rationalise the lease for Warambie Estate at the end of the initial lease term in February 2021, and to work with the City on a plan for extension of Sharpe Avenue through to Bayview Road.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154039
MOVED : Cr Scott
SECONDED : Cr Evans

That Council by **SIMPLE** Majority pursuant to Section 3.18 of the *Local Government Act 1995* **RESOLVES** to **ADOPT** the following position in relation to Warambie Estate:

- a) Warambie Estate has played a critical role to provide affordable accommodation for service workers at a time when rents in the City were extremely high. However, rents have now normalised and therefore Warambie Estate has served its intended purpose;
- b) The extent of Warambie Estate should be rationalised at the end of the initial lease term in February 2021 to facilitate the extension of Sharpe Avenue;
- c) The eastern portion of Warambie Estate should be made available for development consistent with the Karratha City Centre Planning Framework; and
- d) The western portion of Warambie Estate could be used for short term Seniors Accommodation until a suitable facility has been developed.

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST : Nil

At 7.24 pm Cr Miller re-entered the room.

12.3 BUSINESS DEVELOPMENT SUPPORT GRANT SCHEME

File No:	GS.65
Responsible Executive Officer:	Director Development Services
Reporting Author:	Business Engagement Coordinator
Date of Report:	27 February 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	DE02 Business Development Support Grant Scheme Policy

PURPOSE

For Council to consider the proposed changes to Policy DE02, Business Development Support Grant Scheme and endorse the advertising for applications for the 2018/2019 grant round.

BACKGROUND

The City recognises the important role that local businesses play in the community through providing jobs, goods and services as well as contributing significantly to the overall livability of the City. Council has historically supported initiatives that have the potential to strengthen, diversify and enhance the local business economy.

In June 2016, Council adopted the Business Development Support Grant Scheme Policy. The Policy was designed to provide a competitive, open and fair process to ensure Council's investment in business support services provides efficient and best value for money services for the improvement of business conditions within the municipality.

In 2017 Council resolved to support 10 business development support initiatives under the Policy with a total contribution of \$123,300. Events included:

- New Pilbara Economic Development Conference;
- Pilbara Business Boot Camp;
- Business Confidence Survey;
- Destination Pilbara 2.0;
- Small Business Workshop Series;
- Tendering & Procurement Workshop;
- Lead and Adapt Workshop;
- Career Central 2018;
- 2017 Business Excellence Awards; and
- Pilbara Women's Network Series.

Administration has reviewed the Policy based on the feedback from the initiatives to update and improve the Grant Scheme. A summary of the proposed changes is provided in the table below.

Proposed Change	Rationale
Administrative revisions to the Eligibility Criteria and General Conditions.	Tidy up of provisions to make the Policy easier to read.
Include additional criteria for applications to demonstrate the need, alignment to strategy, economic impact and value for money.	To substantiate the need and benefit of the initiative.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CG-8 Significant Decision Making Policy, this matter is considered to be of moderate significance in terms of social, economic and & wellbeing issues due to the Business Development Support Grant Scheme providing funding assistance in order to benefit the local economy.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place with relevant internal departments.

COMMUNITY CONSULTATION

Consultation with the KDCCI and BCP has been undertaken to seek input on the Policy and Guidelines.

STATUTORY IMPLICATIONS

There are no statutory implications.

POLICY IMPLICATIONS

Policy DE-02 Business Development Support Grant Scheme applies.

FINANCIAL IMPLICATIONS

Financial implications will depend on the number of applications received and endorsed by Council. As an indication, the funding awarded in 2017/18 under this policy was \$123,800.

STRATEGIC IMPLICATIONS

This item is relevant to the Council’s approved Strategic Community Plan 2016-2026 and Corporate Business Plan 2016-2021. In particular, the Operational Plan 2017-2018 provided for this activity:

Our Program: 2.a.1.1 Small and Medium Enterprise Development
 Our Services: 2.a.1.1.1 Implement Business Support Grants Scheme

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	The Grant process is managed in accordance with the City’s Policy to minimise financial risk.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	Low	The Grant process is managed in accordance with the City’s Policy to ensure compliance.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council has a similar Policy in (CS-6) Community Grants and Contributions Scheme.

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 endorse the initiation of the 2018/19 Business Development Support Grant round.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to endorse the initiation of the 2018 Business Development Support Grant round with no modifications to Policy DE02.

CONCLUSION

The 2017 Business Development Support Grant Scheme assisted local agencies to deliver initiatives that strengthen, diversify and enhance the local business economy.

The Scheme directly feeds into achieving the City's goal of a well-managed and diverse economy. This investment in our local businesses support agencies is recommended to continue through ongoing annual grants. City officers have identified improvements to the administration of the Grant and have therefore recommended revisions to the Policy which if adopted by Council would apply for the next round.

Therefore, it is recommended that Council endorses the revisions to Policy DE02, and endorses the advertising of the next round of the grant from April 2018. The applications would subsequently be presented to Council to be considered for funding through the Grant Scheme.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154040

MOVED : Cr Cucel

SECONDED : Cr Scott

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

- 1. ENDORSE the revisions as contained in the attachment to this report to DE02 2018 Business Development Support Grant Scheme Policy; and**
- 2. ENDORSE the advertising for applications for the 2018 Business Development Support Grant Scheme.**

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Miller,
Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller

AGAINST : Nil

13 STRATEGIC PROJECTS & INFRASTRUCTURE

13.1 RFT 19-17/18 POINT SAMSON VIEWING PLATFORM

File No:	CM.313
Responsible Executive Officer:	Director Strategic Projects and infrastructure
Reporting Author:	Manager Infrastructure Services
Date of Report:	1 March 2018
Applicant/Proponent:	Point Samson Community Association
Disclosure of Interest:	The Building Coordinator, Regulatory Services was listed as a referee
Attachment(s)	Confidential –Tender Evaluation Report

PURPOSE

For Council to consider the tender for the Point Samson Viewing Platform, RFT 19-17/18.

BACKGROUND

At the Ordinary Meeting held on 22 January 2018, Council resolved to endorse the calling of tenders for the implementation of works for the Point Samson Viewing Platform.

The scope of works included

- Approvals, including application for building permit, demolition permit and Permit to work in road reserve;
- Demolition/salvage and removal of existing viewing platform;
- Protection of existing heritage railway carts;
- Earthworks to meet proposed levels;
- Construction of footings and steel sub-structure;
- Construction of a decking / ramp structure;
- Construction of a shade shelter;
- Construction of paved areas; and
- Supply and installation of furniture.

Tenders were advertised on 24 January 2018 and closed 21 February 2018.

Eight tenders were received by the closing date from:

- Trasan Contracting;
- TIMIK Developments;
- Tidal Solutions;
- Karratha Building;
- In-Situ Construction and Maintenance;
- BGC Contracting;
- Bez Engineering; and
- Alfab Engineering. (WA)

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

- Technical Services Coordinator;
- Building Services Coordinator; and
- Engineering Technical Officer.

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

The criteria and associated weightings were:

Criteria	Weighting
Price	60%
Relevant Experience	15%
Capacity to Deliver	15%
Methodology	10%

The Regional Price Preference Policy was applied to five local tenderers.

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

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between the tender evaluation panel members, Manager of Infrastructure Services, Director of Strategic Projects and Infrastructure and the CEO.

COMMUNITY CONSULTATION

As per the current MOU with the Point Samson Community Association (PSCA), community consultation has previously occurred during the development and endorsement of the detailed designs. No significant design changes have occurred as a result of the tender process.

STATUTORY IMPLICATIONS

The specifications have been prepared in accordance with all regulatory and statutory requirements.

Tenders for construction are proposed to be called in accordance with Section 3.57 of the Local Government Act 1995, Part 4, Division 2 —Tenders for providing goods or services of the Local Government (Functions and General) Regulations 1996.

At the completion of the tender process, a report will be tabled for Council to consider the appointment of the successful Tenderer and the financial implications associated with the award of the contract.

The Contract would be managed through the provisions of AS 4900-1997 General Conditions of Contract for Construction.

POLICY IMPLICATIONS

Policy CG12 Purchasing Policy - Tender Evaluation Criteria and CG11 – Regional Price Preference is applicable.

FINANCIAL IMPLICATIONS

The preliminary cost to deliver the project based on the scope of works approved by Council in January 2018 was \$1.2m. This was an increase of \$400,000 on Council's original budget allocation.

As part of the March Budget review the budget has been amended to reflect the revised project cost and the preferred tender is within this allocation. At this point Officers recommend that Council retain its revised project budget of \$1.2m due to complexity of structure and site constraints and address the any potential savings in the final Budget forecast to be presented to Council in June 2018.

STRATEGIC IMPLICATIONS

This item is relevant with the City's approved Strategic Community Plan 2016-2026 and Corporate Business Plan 2016-2021. In particular, the Operational Plan 2017-2018 provides for this activity:

Our Programs/Services: 1.a.2.2 Infrastructure Project Management.
Our Projects/Actions: 1.a.2.2.1 Construct Pt Samson Foreshore.

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	Low	Nil
Financial	Moderate	Proceeding with the award of the construction tender requires additional financial contribution by the Council within the 17/18FY budget.
Service Interruption	Low	Nil
Environment	Moderate	Works would be undertaken in an environmentally sensitive area. Possible impact to the foreshore will be mitigated through the development of environmental management plans and establishing clearance limits.
Reputation	Moderate	Decisions made by Council will impact on the relationship with the Point Samson Community, in particular, the PSCA. The project has further possible positive implications on the City's reputation as a tourist destination.
Compliance	Low	Tender specifications have been prepared in accordance with all regulatory and statutory requirements. Tenders for construction were called in accordance with Section 3.57 of the <i>Local Government Act 1995</i> . Recommended tenderer has addressed all tender compliance requirements.

IMPACT ON CAPACITY

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

Works will be project managed on behalf of the City through the Technical Services Department. This department has previous experience in the delivery of foreshore works.

RELEVANT PRECEDENTS

In January 2018 Council endorsed the detailed designs for the Point Samson Viewing Platform and call for tenders based on the full scope of works.

VOTING REQUIREMENTS

Simple Majority.

OPTIONSOption 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 Officer's 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 Officer's recommendation and NOT PROPOSE a substitute Tenderer.

CONCLUSION

The Evaluation Panel has recommended Trasan Contracting PTY LTD based on their demonstrated ability to provide the required goods and services with the most advantageous outcome for the City.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154041
MOVED : Cr Cucel
SECONDED : Cr Waterstrom Muller

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to APPOINT Trasan Contracting PTY LTD ABN 941 1534 3345 based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 19-17/18 – Point Samson Viewing Platform.

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Miller, Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST : Nil

Cr Levissianos declared an indirect financial interest in 13.2 Cleaning Services Tender as Cr Levissianos attended a Ngarluma & Yindjibarndi Foundation Ltd Christmas Function.

Cr Waterstrom Muller declared an indirect financial interest in 13.2 Cleaning Services Tender as Cr Waterstrom Muller received a gift from one of the tenderers in December 2017.

At 7.25 pm Cr Levissianos and Cr Waterstrom Muller left the room.

13.2 CLEANING SERVICES TENDER

File No:	CM.323
Responsible Executive Officer:	Director Strategic Projects and Infrastructure
Reporting Author:	Building Maintenance Coordinator
Date of Report:	28 February 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment:	Confidential –Tender Evaluation Report

PURPOSE

For Council to consider the tender submissions for RFT 26-17/18 Cleaning Services.

BACKGROUND

At the ordinary council meeting held December 2017 Council resolved to call tenders for Cleaning Services at the Karratha Leisureplex, Karratha Airport, Dampier Community Hub, Frank Butler Community Centre and the Youth Shed, as a bulk contract with the capacity to support multiple providers.

The following selection criteria and associated weightings were adopted:

Criteria	Weighting
Price	50%
Relevant Experience	10%
Capacity to Deliver	30%
Methodology	10%

Tenders were advertised on 17 January 2018 and closed 8 February 2018.

Nine compliant tenders were received by the closing date from:

- Yurra Pty Ltd;
- DMC Cleaning Corporation Pty Ltd;
- Prompcorp Pty Ltd;
- Ngarluma & Yindjibarndi Foundation Ltd (NYFL);
- Karratha Cleaning Pty Ltd;
- Denniston Bassett Holdings Pty Ltd (Shelf);
- Brida Pty Ltd;
- Delron Cleaning Pty Ltd; and
- Blue Hat Group Pty Ltd T/A Damel Cleaning Services.

The Regional Price Preference Policy was applied to seven local tenderers.

The tenders were evaluated by a panel comprising of:

- A/Manager City Services;
- Recreation Facilities Coordinator – Western, and
- Airport Terminal & Compliance Coordinator.

The panel assessed the tender submissions for compliance and against the weighted qualitative criteria as detailed in the attached Confidential Tender Evaluation Report

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CG8 - Significant Decision Making Policy, this matter is considered to be of low significance in terms of economic issues and the Councils ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

There has been consultation between the Director Strategic Projects and Infrastructure, and the Evaluation Panel.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

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

The form of contract related to the tender is proposed to be in accordance with WALGA goods and or Services Contract Conditions.

POLICY IMPLICATIONS

Policy CG-12 Purchasing Policy is applicable in relation to the tender process.

FINANCIAL IMPLICATIONS

The expenditure associated with delivering services under this contract will be in accordance with Council's budget allocations. The sum of the contract prices is estimated to cost \$1,143,328 per annum based the preferred tender bids and having regard for the estimated contract value at the Dampier Community Hub. Should all contracts be awarded the estimated total commitment is \$4,573,312 if all extension options are exercised.

The Tender Evaluation panel recommends that all offers for the Dampier Community Hub are declined on the basis that suitable submissions are in excess of the budget. Officers further propose that that a Request for Quotation process is conducted which will further clarify the scheduling requirements in the contract which is expected to result in a better value for money outcome for the City.

It would be further recommended that award of the contract be delegated to the CEO for expediency sake having regard to the proposed end of the existing cleaning contract in April 2018. The proposed award of contract is recommended to be conditional upon the preferred contractor being within Councils budget allocation.

STRATEGIC IMPLICATIONS

This item is relevant with the City's approved Strategic Community Plan 2016-2026 and Corporate Business Plan 2016-2021. In particular, the Operational Plan 2017-2018 provides for this activity:

Our Program/ Services: 1.a.1.5 Building Maintenance Services

RISK MANAGEMENT CONSIDERATIONS

Category	Risk level	Comments
Health	Low	Nil
Financial	Moderate	Proceeding with the award of the tender is in accordance with Councils current budget.
Service Interruption	Moderate	The need to secure a contractor is important noting the existing service contract expires in April 2018. Should a new contract not be secured alternate strategies could be put in place through short term contracts or backfilling facilities with Council staff.
Environment	Low	Nil
Reputation	Low	Nil
Compliance	Low	Tenders for Cleaning Services were called in accordance with Section 3.57 of the <i>Local Government Act 1995</i> . The recommended tenderer has addressed all tender compliance requirements.

IMPACT ON CAPACITY

Subsequent to the tendering and transitional period, there will only be a marginal impact on capacity or resourcing to carry out the Officer's recommendation.

RELEVANT PRECEDENTS

Council has previously endorsed calling tenders and awarding contracts for Cleaning Services at the KLP, KTA and DCH under RFT 04-15/16

VOTING REQUIREMENTS

Simple / Absolute Majority.

OPTIONSOption 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 Officer's recommendation and PROPOSE a substitute Tenderer(s) or NOT to award any tender

CONCLUSION

The Evaluation Panel believes that the recommended tenderers provide the required level of skill, experience and capacity to perform the contract requirements to expected level.

The skills, experience and opportunities for increased levels of service represented in the tender submission are aligned with the City's strategy of providing a reliable value for money Cleaning service.

It is noted that the tender process has not provided an advantageous outcome in the case of the Dampier Community Hub. On this basis Officers recommend that the Dampier Community Hub cleaning contract is not awarded and a separate Request for Quotation process is progressed.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154042

MOVED : Cr Cucel

SECONDED : Cr Scott

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

- a) **APPOINT Blue Hat Group Pty Ltd T/As Damel Cleaning Services ABN 79 162 991 193 for Cleaning Services at the Karratha Leisureplex under RFT 26-17/18;**
- b) **APPOINT Blue Hat Group Pty Ltd T/As Damel Cleaning Services ABN 79 162 991 193 for Cleaning Services at the Airport under RFT 26-17/18;**
- c) **APPOINT Denniston Bassett Holdings Pty Ltd T/A Shelf Cleaning Services ABN 78 103 879 429 for Cleaning Services at the Frank Butler Community Centre under RFT 26-17/18;**
- d) **APPOINT Denniston Bassett Holdings Pty Ltd T/A Shelf Cleaning Services ABN 78 103 879 429 for Cleaning Services at the Youth Shed under RFT 26-17/18; and**
- e) **DECLINE all tenders for the Dampier Community Hub Cleaning Services on the basis that submissions received do not provide an advantageous outcome for Council and commence a separate Request for Quotation process to secure a preferred contractor; and**

2. SUBJECT to the outcome of procurement process for Cleaning Services at the Dampier Community Hub and provided the preferred quotation is within Councils budget allocation, by ABSOLUTE MAJORITY pursuant to Section 5.42 of the *Local Government Act 1995* Council RESOLVES to DELEGATE AUTHORITY to the CEO to award the contract.

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Miller, Cr Nunn, Cr Scott, Cr Smeathers

AGAINST : Nil

At 7.28 pm Cr Levissianos and Cr Waterstrom Muller re-entered the room.

14 ITEMS FOR INFORMATION ONLY

Responsible Officer: Chief Executive Officer

Reporting Author: Minute Secretary

Disclosure of Interest: Nil

PURPOSE

To advise Council of the information items for March 2018.

VOTING REQUIREMENTS

Simple Majority.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154043

MOVED : Cr Cucel

SECONDED : Cr Miller

That Council note the following information items:

- 14.1 Register of Documents Stamped with the City's Common Seal
- 14.2 Record of Tenders Awarded by the CEO Under Delegation
- 14.3 Building Statistics
- 14.4 Planning Decisions Issued
- 14.5 Environmental Health Statistics
- 14.6 Ranger Statistics
- 14.7 Economic Development update
- 14.8 Community Services update
- 14.9 Waste Services Data
- 14.10 Airport Services Data
- 14.11 Wickham Community Hub Building Entrance - Public Art Commission

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Miller,
Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller

AGAINST : Nil

**14.1 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.

DATE	DOCUMENT
02/02/2018	Withdrawal of Caveat from Lot 3 Strata Plan 60820 – Caveat N820789
16/02/2018	Shire of Roebourne Town Planning Scheme No. 8 Amendment No.46
06/03/2018	Withdrawal of Caveat from Lot 2 Strata Plan 29400 – Caveat N820789

14.2 RECORD OF TENDERS AWARDED BY THE CEO UNDER DELEGATION

File No: CM.112
Responsible Executive Officer: Director Corporate Services
Reporting Author: DAO Corporate Services
Date of Report: 9 March 2018
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 1.1 ‘Tenders & Expressions of Interest’, 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.

Alternatively, under section 5.42 of the *Local Government Act 1995*, Council may specifically delegate to the CEO the authority to award a particular tender up to a specific value limit.

Policy CG-12 ‘Purchasing Policy’ requires that on each occasion where the CEO awards a tender under delegated authority (as described in the two instances above) a report is to be provided to Council at its next ordinary meeting that provides the information as detailed below:

Tender No:	39-17/18	Project Budget:	\$289,250
Tender Title:	Karratha Airport Chiller Replacement		
State-wide Advertising Commenced:	16/12/17	Tender Closing Date/ Time:	14:00 21/01/18
Scope of Works:	Supply and install replacement chiller		
Selection Criteria:	Price	60%	
	Relevant experience	10 %	
	Capacity to deliver	10 %	
	Methodology	20 %	
Submissions Received:	4		
Tender Awarded to:	Burke Air Pty Ltd T/A BSA Maintain		
Contract Value:	\$279,400	Date of Award:	12/03/18
Contract Term:	6 months	Contract Options:	None

Tender No:	25-17/18	Project Budget:	\$180,000.00
Tender Title:	Wickham and Karratha Dune Rehabilitation Works		
State-wide Advertising Commenced:	20 January 2017	Tender Closing Date/ Time:	7 February 2018, 2:00 pm.
Scope of Works:	<p>The work required to be completed under the current scope comprises of but is not limited to the following items:</p> <p><u>Wickham Boat Beach Works</u></p> <ul style="list-style-type: none"> • Weed removal. • Supply and installation of soil stabilisation of coir mesh matting as documented on landscape plans. • Supply and installation of sand fencing documented in landscape plans. • Supply and installation of native tubestock of endemic plant species as documented on the landscape plans. • Mentor potential community groups to assist with the plant out of tubestock • Ongoing monitoring of the works <p>The dune rehabilitation works will be carried out in conjunction with fencing.</p> <p><u>Karratha Back Beach Dunes Fencing Works</u></p> <ul style="list-style-type: none"> • Supply and Installation of Treated Pine Fence Posts • Supply and Installation of Caped Steel Galvanised Star Pickets • Supply and Installation of High Tensile Wire • Supply and Installation of Hinge Joint Wire • No planting required at this location. 		
Selection Criteria:	Relevant Experience	15 %	
	Methodology	10 %	
	Capacity to Deliver	15 %	
	Price	60 %	
Submissions Received:	Yurra Ligna Frogmat YACMAC ABM		
Tender Awarded to:	Frogmat		
Contract Value:	\$209,353	Date of Award:	12/03/2018
Contract Term:	2 Months	Contract Options:	NA

14.3 MONTHLY BUILDING STATISTICS

File No:	GR.27
Responsible Executive Officer:	Director Development Services
Reporting Author:	Manager Regulatory Services
Date of Report:	1 February 2018
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To provide Council with the Building Statistics for the period specified.

Application numbers remain steady, with income currently tracking in accordance with forecast budgets.

Building Statistics 2018													
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Building Permits													
Dwellings	0	0											0
Alterations and Additions	0	0											0
Swimming Pools and Spas	3	1											4
Outbuildings (inc signs and shade)	13	6											19
Group Development	0	0											0
Number sole occpcy units/grp development	0	0											0
Commercial	3	1											4
Monthly total	19	8	0	27									
Building Approval Certificates & Demolition Certificates													
Demolition Permits	0	1											1
BAC's	0	0											0
BAC Strata	0	0											0
Monthly Total	0	1	0	1									
Occupancy Permits													
Occupancy Permits	3	0											3
OP Strata	0	0											0
OP Unauthorised	0	0											0
Monthly total	3	0	0	0	0	0	0	0	0	0	0	0	3
Total \$'000 Construction Value	1,785	1,044	-	2,829									
Applications Processed for Other Councils													
													YTD
Shire Of Ashburton	8	5											13
Shire of Wyndham (East Kimberley)	0	0											0
Port Hedland	4	8											12
Monthly Totals	12	13	0	25									
Private Certifications Provided													
													YTD
Certificate of Design Compliance	1	-											1
Certificate of Building Compliance	1	-											1
Certificate of Construction Compliance	-	-											-
Monthly total	2	-	-	-	-	-	-	-	-	-	-	-	2
Total \$'000 Construction Value	14	-	-	-	-	-	-	-	-	-	-	-	-

Building Statistics 2017													
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Building Permits													
Dwellings	0	0	1	0	0	0	0	0	0	0	0	0	1
Alterations and Additions	1	3	1	2	1	2	3	3	2	0	3	1	22
Swimming Pools and Spas	0	3	6	5	3	3	4	1	5	4	3	5	42
Outbuildings (inc signs and shade)	7	15	15	13	18	24	17	8	16	17	21	19	190
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	2	1	2	2	4	3	2	3	3	6	6	0	34
Monthly total	10	22	25	22	26	32	26	15	26	27	33	25	289
Building Approval Certificates & Demolition Certificates													
Demolition Permits	0	1	0	0	2	3	1	1	0	1	0	1	10
BAC's	2	0	1	1	0	1	1	0	1	0	3	0	10
BAC Strata	0	0	0	0	0	0	0	0	0	0	0	0	0
Monthly Total	2	1	1	1	2	4	2	1	1	1	3	1	20
Occupancy Permits													
Occupancy Permits	1	0	0	1	1	2	3	1	2	0	3	1	15
OP Strata	0	0	0	0	0	0	0	0	0	0	0	0	0
OP Unauthorised	0	0	0	1	1	0	1	0	1	0	1	0	0
Monthly total	1	0	0	2	2	2	4	1	3	0	4	1	20
Total \$'000 Construction Value	132	3,119	990	742	1,614	1,113	2,648	1,794	4,225	9,355	15,050	474	41,256
Applications Processed for Other Councils													
													YTD
Shire Of Ashburton	1	4	4	8	9	3	8	12	7	10	19	2	87
Shire of Wyndham (East Kimberley)	0	0	0	2	0	3	0	1	0	1	0	1	8
Port Hedland	0	1	4	3	5	8	7	8	7	7	7	4	61
Monthly Totals	1	5	8	13	14	14	15	21	14	18	26	7	156
Private Certifications Provided													
													YTD
Certificate of Design Compliance	-	1	1	-	2	2	2	1	2	3	-	-	14
Certificate of Building Compliance	1	-	-	-	-	-	-	1	1	-	1	1	5
Certificate of Construction Compliance	-	-	-	1	-	-	1	1	-	-	1	-	4
Monthly total	1	1	1	1	2	2	3	1	1	3	2	1	23
Total \$'000 Construction Value	18	5	5	-	106	55	200	20	81	1,755	10	2	2,257

14.4 MONTHLY PLANNING STATISTICS

File No:	TA/1/1
Responsible Executive Officer:	Director Development Services
Reporting Author:	Manager Planning Services
Date of Report:	1 March 2018
Disclosure of Interest:	Nil
Attachment(s)	Nil or Identify

PURPOSE

To advise Council of the following planning decisions issued and other Planning Services actions for the specified period.

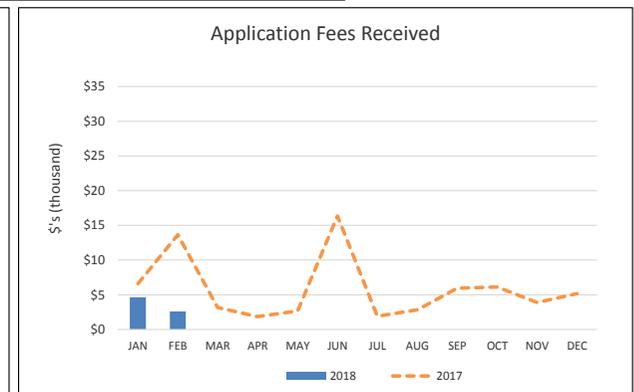
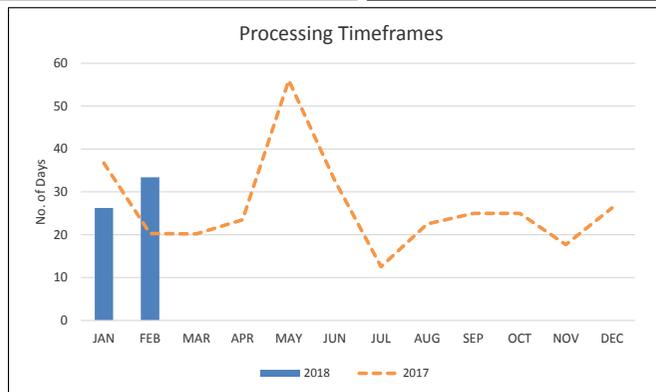
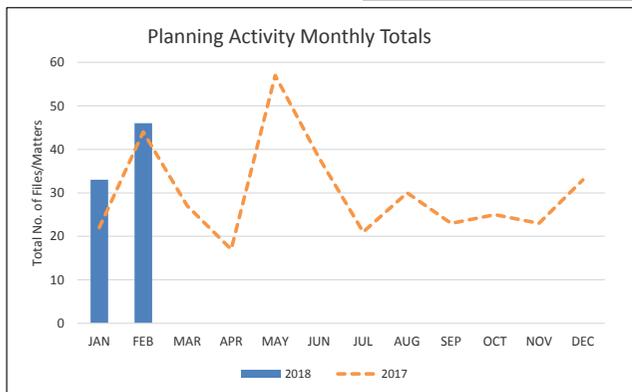
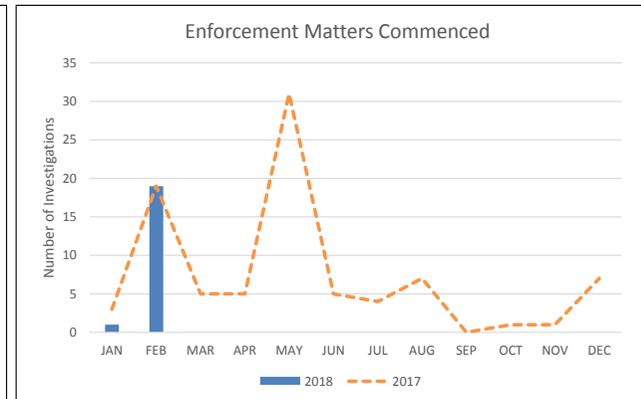
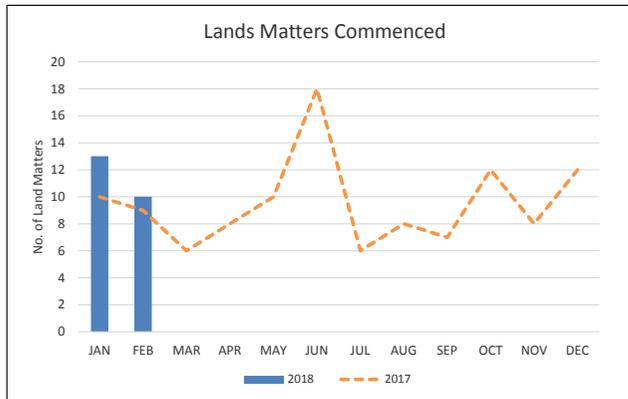
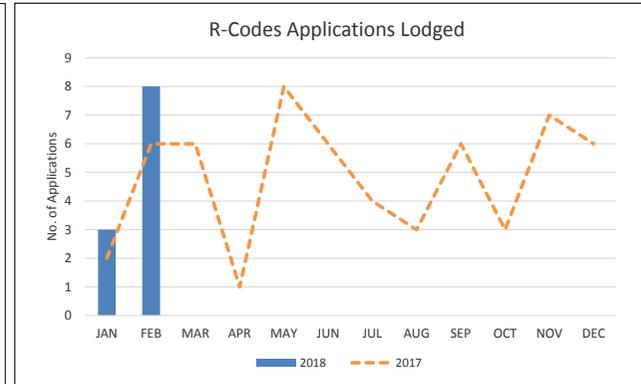
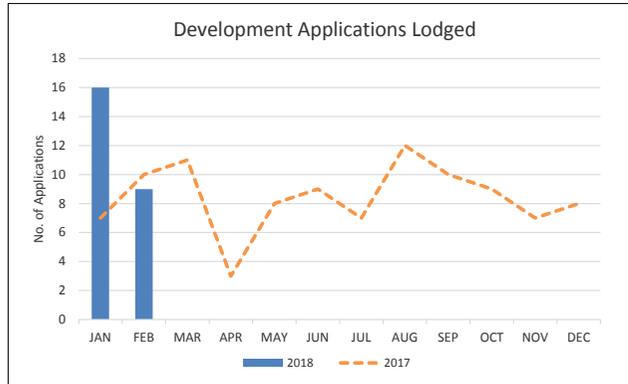
This report covers the period 01/02/2018 to 28/02/2018 (inclusive).

DEVELOPMENT PLANNING DECISIONS ISSUED						
APP	DECISION	OWNER	APPLICANT	ADDRESS	TYPE	DEVELOPMENT
DA16135	Approved Delegate	Roman Catholic Bishop Of Geraldton	Robert Allan Architects Pty Ltd	37 Wellard Way BULGARRA WA 6714	Dev	Amendment 1: Education Establishment - Reconfiguration of parking and Additions to Buildings
DA17089	Approved Delegate	Adam James Ambroziak	Robert Delarie	14 Dodd Court PEGS CREEK WA 6714	Dev	R Code Variation - Additions To Single House
DA17150	Approved Delegate	Juluwarlu Group Aboriginal Corporation	L.E. Roberts Drafting & Design	21 Hampton Street ROEBOURNE WA 6718	Dev	Community Use - Media Room/Archive Room And 2 X Sea Containers
DA17153	Refused	Wavefront Asset Pty Ltd	Lynda Lewis	1 Comrie Court BAYNTON WA 6714	Dev	Child Care Premises
DA17163	Approved Delegate	Seagate Structural Engineering Pty Ltd	Ixom Operations Pty Ltd	Lot 202 Exploration Drive GAP RIDGE WA 6714	Dev	Storage Facility - Ethylene Storage Yard
DA18003	Approved Delegate	Gowans Proprietary Limited	Hurley Architecture & Planning	L503 Pemberton Way KARRATHA INDUSTRIAL ESTATE WA 6714	Dev	Proposed new motor vehicle repair workshop
DA18006	Approved Delegate	Hamersley Iron Pty Ltd (Karratha)	Travers Clarke	20 Yirrawari Street BAYNTON WA 6714	Dev	RCode Variation - Side Boundary Setback
DA18018	Approved Delegate	John Robert & Kannika Gourlay	Kannika Gourlay	13 Rhonda Road BAYNTON WA 6714	Dev	Home Occupation - Massage
DA18022	Approved Delegate	Minister For Transport	Global Marine & Engineering P/L	L207 Honeymoon Road POINT SAMSON WA 6720	Dev	Temporary Use Of Land For Marine Wrecking
DA18024	Approved Delegate	Robe River Mining Co Pty Ltd & Mitsui Iron Ore Development Pty Ltd & North Mining Ltd & Nippon Steel Australia Pty Ltd & Sumitomo Metal	Taylor Burrell Barnett	Lot 369 Wickham Drive WICKHAM WA 6720	Dev	Community Use
DA18030	Approved Delegate	MTSMSF Properties Pty Ltd	MTSMSF Properties Pty Ltd	6 See Close MILLARS WELL WA 6714	Dev	R Code Variation - Carport - Lot Boundary Setback

LANDS MATTERS FINALISED			
REF	DESCRIPTION	LOCATION	CITY'S RESPONSE
LM17099	Application For Exploration Licence 47/3890	Cossack	City Maintained Objection to Exploration Licence Due to Large Portions of the Proposed Mining Tenement Being Located in The Cossack Townsite. Applicant Withdrew The Application And The Matter Is Finalised.
LM17115	Mine Closure Plan For The Mt Regal Chrome Chalcedony Project M47/363, L47/154 And L47/669	Karratha Station	Provided Comments On Mine Closure Plan, Recommending Revegetation, Erosion Control, Site Clean Up And Commitments To Monitoring And Rectification Of Failures Following Monitoring.
LM17117	Application For Mining Tenement - Mining Lease 47/1566 - Norwest Sand And Gravel Pty Ltd -	3.5km North-West Of The Wickham Townsite	No Objection To Mining Lease (Sand).
LM17121	Application For Mining Tenement - Exploration Licences 47/3929 And 47/3930 - KML No 2 Pty Ltd - Radio Hill	Approximately 15km South Of The Karratha Townsite	No Objection To Exploration Licence.
LM17122	Application For Mining Tenement - Miscellaneous Licence 47/820 - KML No 2 Pty Ltd - Mt Welcome	Located Approximately 35km South Of The Karratha Townsite	No Objection To Miscellaneous Licence For Road Access
LM18001	Application For Exploration Licences 47/3939	Approximately 15km South Of The Karratha Townsite.	No Objection To Exploration Licence
LM18002	Application For Exploration Licences 47/3940	Approximately 20km South Of The Karratha Townsite.	No Objection To Exploration Licence
LM18003	Application For Exploration Licences 47/3941	Approximately 10km South Of The Karratha Townsite.	No Objection To Exploration Licence
LM18004	Application For Exploration Licences 47/3942	Approximately 35km South Of The Karratha Townsite.	No Objection To Exploration Licence
LM18014	Mt Regal Hardock Quarry - Boral Resources WA Ltd	25km South Of The Karratha Townsite, Adjacent To The North West Coastal Highway	Provide Comments In Regard To Ensuring Erosion Control, Revegetation And Monitoring Are Commitments Made Within A Mine Closure Plan By The Holders Of A Mining Lease (Gravel)
LM18015	Application For Prospecting Licence 47/1897	Approximately 25km South Of The Karratha Townsite.	No Objection To Proposed Prospecting Licence P47/1897
LM18019	Transfer of Management Order (N585029)	Reserve 52929, Cape Preston, City of Karratha	Correspondence sent stating the City supports the reassignment of the MO.
LM18020	Application For Miscellaneous Licence 47/825 By Norwest Sand & Gravel Pty Ltd	Approximately 30km South Of The Karratha Townsite.	No Objection To A Miscellaneous Licence Application For Road Access In a Remote Area

LANDS MATTERS FINALISED			
REF	DESCRIPTION	LOCATION	CITY'S RESPONSE
LM18022	Proposed 'Keeping Place' Reserve And Access Easement	North Of Bayview Road Between Hyde Road And Balmoral Road	Access Easement Should Be Public. ORV Management Needs to Be Considered. City Proposal for Designated ORV Area with NAC. Any Development On Proposed NAC Reserve Requires Development Approval. City Has Been Unable To Consult NAC

ITEMS LODGED													
2018 LODGEMENT	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
CATEGORIES													
Development Applications	16	9											25
R-Codes Applications	3	8											11
Land Matters	13	10											23
Enforcement Matters	1	19											20
Monthly total	33	46											79
Processing Timeframe - Days Development Applications	26	33											30
Application Fees	\$4,650	\$2,610											\$7,260
2017 LODGEMENT	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
CATEGORIES													
Development Applications	7	10	11	3	8	9	7	12	10	9	7	8	101
R-Codes Applications	2	6	6	1	8	6	4	3	6	3	7	6	58
Land Matters	10	9	6	8	10	18	6	8	7	12	8	12	114
Enforcement Matters	3	19	5	5	31	5	4	7	0	1	1	7	88
Monthly total	22	44	27	17	57	38	21	30	23	25	23	33	360
Processing Timeframe - Days Development Applications	36.7	20.3	20.18	23.5	56	32.63	12.55	22.5	25	25	17.7	26.27	27
Application Fees	\$6,600	\$13,622	\$3,160	\$1,867	\$2,673	\$16,352	\$1,915	\$2,840	\$5,965	\$6,116	\$3,899	\$5,176	\$70,185



PLANNING SERVICES PROJECTS LIST				
PROJECT	CONSULTANT	MOST RECENT ACTION	NEXT ACTION	PROPORTION COMPLETE
Local Planning Strategy – Considering Submissions and Finalising Strategy	RFF	Copy of final document forwarded to DPLH for review in February 2018. Formal request for final WAPC endorsement sent.	Meeting with Department of Planning Lands and Heritage in March 2018.	90%
Transient Workforce Accommodation Scheme Amendment	TBB	Scheme Amendment documentation and schedule of modifications forwarded to Western Australian Planning Commission on 29 January 2018.	Liaise with Department of Planning Lands and Heritage regarding WAPC consideration of Amendment.	90%
Review of DP 10 – Transient Workforce Accommodation	-	Advertisement of revised draft Local Planning Policy DP 10 – Workforce Accommodation closed on 14 February 2018 with six submissions received.	Consider submissions and prepare report to Council.	50%
Local Biodiversity Strategy	Vicki Long and Associates	Desktop surveying completed and areas for on-ground surveying identified. Natural Area Training with representatives from NYFL and YACMAC was undertaken in November, 2017.	On-ground surveying to be undertaken in March, 2018.	80%
Mulataga Structure Plan	Roberts Day	In February 2018, City arranged for LandCorp to finalise Structure Plan.	Updated structure plan to be submitted for Council adoption.	40%
Old Karratha High School Site Structure Plan	Veris	Public notification period for the Structure Plan ended on 7 February 2018. One (1) public and five (5) Departmental agency submissions received.	Consider submissions.	30%

PLANNING SERVICES PROJECTS LIST				
PROJECT	CONSULTANT	MOST RECENT ACTION	NEXT ACTION	PROPORTION COMPLETE
Scheme Amendment 44 - Cossack	TPG	Public advertising of Scheme Amendment and supporting technical documents in February 2018.	Meeting with DPLH to discuss Scheme Amendment and supporting technical documents and presentation to Heritage Council in March 2018	30%
Scheme Amendment 45 – Rezoning Comfort Inn to ‘Residential R60’ With Additional Use	TPG	Amendment has been published in the Government Gazette on 6 February 2018 and public notification of the approved amendment in the Pilbara News on 21 February 2018.	Matter finalised on 21 February 2018.	100%
Scheme Amendment 46 – Scheme Conversion	In-House	Checklist, EPA comments and modifications to initiated amendment forwarded to WAPC for approval.	Await Minister’s approval with or without modifications.	85%
Scheme Amendment 47 – Addition of Short Stay Accommodation Use (Latitude Dunes Apartments)	Veris	Scheme Amendment forwarded to the EPA.	Once a response is received from the EPA the Scheme amendment is to be advertised.	20%
Karratha Industrial Estate Compliance Audit	In-House	Desktop and Onsite audit of properties in Cell 3 complete from Planning & Building Services.	Forward letters to inform property owners in Cell 3 of any areas of non-compliance and request to rectify or Directions will be issued under the Planning and Development Act.	20%
Gap Ridge Drainage Compliance Audit	In-House	Property owners issued directions have contacted the City and officers have been working with them to seek compliance. Two lots remaining to be compliant.	Technical Services to assess plans of the two remaining properties to comply and notify Planning Services if plans are acceptable.	90%

14.5 MONTHLY ENVIRONMENTAL HEALTH STATISTICS

File No: LE.288
Responsible Executive Officer: Director Development Services
Reporting Author: Manager Regulatory Services
Date of Report: 1 March 2018
Disclosure of Interest: Nil
Attachment(s) Nil

PURPOSE

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

Environmental Health Statistics														Environmental Health Statistics												
CATEGORY	2018													2016 - YTD	2017											
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Inspections/reinspections/audits														239	31	31	35	16	10	10	13	16	13	16	27	21
Food premises inspection/reinspection	10	55												43	0	0	0	11	2	14	7	1	7	0	1	0
Lodging house inspection	0	0												9	0	0	0	1	0	1	0	3	4	0	0	0
Camping/caravan park inspection	0	0												65	2	1	0	10	16	5	6	2	10	2	4	7
Public building inspection	1	4												41	0	0	0	1	17	0	0	0	0	21	2	0
Swimming pool inspection	0	0												11	0	0	1	1	0	0	0	1	0	1	3	4
Hairdressers inspection	0	0												16	0	1	2	0	2	0	0	0	0	0	2	9
Beauty therapy/skin penetration inspection	1	1												2	0	0	0	0	0	0	0	0	0	0	2	0
Septic tank inspections	0	0												34	4	2	4	4	0	0	2	1	1	4	5	7
Closed premises	5	2												460	37	35	42	44	47	30	28	24	35	44	46	48
Monthly total	17	62	0	79																						
Health nuisances/complaints investigated														23	1	0	0	1	3	1	1	3	3	4	3	3
Air Pollution	2	1												33	2	4	1	2	3	4	4	3	3	2	2	3
Building & Accommodation	0	1												6	0	0	1	2	0	0	0	0	1	1	1	
Effluent & Water Pollution	3	0												19	1	1	0	0	2	1	2	3	2	3	2	2
Food Safety	2	3												38	5	4	1	2	1	2	6	3	4	3	2	5
Noise Pollution	1	4												32	3	3	4	2	1	2	4	0	3	6	2	2
Nuisance	2	3												40	0	9	10	5	9	1	2	2	1	1	0	0
Pest Control	0	3												24	2	1	4	2	0	0	1	4	7	2	1	0
Refuse & Litter	2	8												13	0	4	0	2	3	0	0	2	1	0	0	1
Skin Penetration	3	0												24	2	3	2	3	5	0	0	2	3	0	2	2
Stallholders & Traders	4	4												0	0	0	0	0	0	0	0	0	0	0	0	0
Other	0	0												252	16	29	23	21	27	11	20	22	27	22	15	19
Monthly total	19	27	0	46																						
Notifiable infectious diseases														48	0	2	17	9	7	7	0	2	1	0	3	0
Ross River Virus (RRV)	0	0												5	0	0	2	0	2	0	0	0	0	1	0	
Barmah Forest Virus (BHV)	0	0												36	2	3	6	3	10	2	2	3	0	2	1	2
Salmonellosis	5	1												21	1	1	1	2	2	2	1	2	1	1	2	5
Campylobacteriosis	2	1												4	2	0	0	0	1	0	0	1	0	0	0	0
Cryptosporidiosis	0	0												19	0	0	1	4	9	0	2	1	0	0	1	1
Other	2	0												133	5	6	27	18	31	11	5	9	2	3	8	8
Monthly total	9	2	0	11																						
Other health														42	5	4	4	0	3	6	4	3	4	2	2	5
Assess development applications	0	2												15	2	0	0	1	0	0	0	2	8	1	1	0
Assess building applications	3	2												17	2	2	6	2	2	0	0	0	2	0	0	1
Respond to swimming pool positive detections	0	0												4	0	0	1	0	1	0	0	1	0	0	1	0
Healthy dog day	0	1												22	2	2	2	2	2	2	1	2	2	2	2	1
Chicken bleeding	2	2												100	11	8	13	5	8	8	5	8	16	5	6	7
Monthly total	5	7	0	12																						

14.6 MONTHLY RANGER & EMERGENCY MANAGEMENT STATISTICS

File No: LE.245
Responsible Executive Officer: Director Development Services
Reporting Author: Manager Regulatory Services
Date of Report: 1 March 2018
Disclosure of Interest: Nil
Attachment(s) Nil

PURPOSE

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

	Central Zone (B/PC/MW/KIE)	West Zone (N/NW/B/BW/GRIE/D)	East Zone (R/W/PS/C)	Total
Activities on City Properties	26	4	2	32
Abandoned vehicles	3	2	10	15
Animal (dogs/other)	43	56	33	132
Cats	16	5	9	30
Camping	1	1	0	2
Cyclone	1	1	0	2
Litter	7	9	6	22
Parking	135	19	7	161
Off Road Vehicles	8	6	9	23
Unsightly Properties	5	2	0	7
Total Action Requests	245	105	76	426

Please note that fire action requests which were included in this table previously have been included to a separate table as per below:

Statistics in relation to bushfires and fire activities attended to by Rangers/Fire Control Officers are as follows:

Fire Activities	February 2018
Illegal burns investigated	0
Number of FCO Managed Scrub Fires	2
FCO Hours spent at fires	2
Cyclone/Bushfire Notices Served	5
Fireworks Permits issued	0
Permits to Burn Issued	0

There were 55 Insight calls received for the month of February of which 44 were R1 codes which required an immediate response.

Three Dog Applications

Rangers did not receive any Three Dog Applications for February 2018.

Rangers Statistics 2018														Ranger Statistics 2017													
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD	2016 TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
Inspections/reinspections/audits														Inspections/reinspections/audits													
Activities on City Properties	35	32											67	190	20	20	9	7	5	10	30	17	0	20	15	37	
Abandoned vehicles	24	15											39	261	30	29	12	34	35	20	19	16	0	26	20	20	
Animal (dogs/etc)	165	132											297	1640	114	165	104	144	149	145	134	174	169	135	118	89	
Cats	23	30											53	376	37	30	24	22	31	41	32	50	28	25	39	17	
Camping	1	2											3	105	0	9	3	5	6	17	19	15	12	11	7	1	
Cyclone	2	2											4	47	1	0	2	0	1	3	1	2	24	4	4	5	
Fire	7	9											16	131	5	3	0	7	5	9	3	1	0	41	54	3	
Litter	24	22											46	428	41	94	21	32	32	56	39	25	23	28	22	15	
Parking	180	161											341	1864	122	186	93	121	150	201	204	168	158	203	123	135	
Off Road Vehicles	38	23											61	250	31	32	14	14	18	32	27	15	21	15	12	19	
Unshightly Properties	8	7											15	412	31	32	21	25	17	36	4	16	10	15	4	11	
Monthly total	507	435	0	942	5704	432	600	493	411	449	570	512	499	445	523	418	352										
Infringements Issued														Infringements Issued													
Bushfire	0	0											0	27	15	1	0	0	3	5	1	1	0	0	1	0	
Activities on City Properties	2	0											2	3	0	0	0	0	0	0	0	2	0	0	0	1	
Animal Environment & Nuisance	0	0											0	48	13	9	2	8	0	4	10	2	0	0	0	0	
Animal (dogs/cats/etc)	29	18											47	171	9	14	16	9	17	21	7	24	12	15	13	14	
Camping	0	0											0	2	0	0	0	0	0	0	0	0	0	0	2	0	
Litter	1	0											1	34	3	2	2	2	4	7	8	1	0	3	1	1	
Parking	53	50											103	563	39	64	50	36	51	60	52	45	47	36	31	52	
Monthly total	85	68	0	153	848	79	90	70	55	75	97	78	75	59	54	48	68										
Infringements														Infringements													
Value of Infringements Paid	9,317	8008											17324.3	128,863	11,425	13452	14153	10326	13421	11790.73	8,833	13,086	11,843	9273	5466	5795	
Infringements withdrawn	0	9											9	73	32	12	3	1	7	0	1	0	10	0	5	2	
Impounded Dogs														Impounded Dogs													
Central	15	5											20	122	12	17	8	7	17	10	8	11	13	8	8	3	
East	20	10											30	123	7	37	14	25	5	11	7	1	2	8	2	4	
West	28	20											48	186	17	21	21	17	26	13	13	24	15	4	11	4	
Monthly total	63	35	0	98	431	36	75	43	49	48	34	28	36	30	20	21	11										
Released to Owner	23	18											41	204	9	25	23	20	31	19	11	19	26	9	8	4	
Rehomed to SAFE	19	6											25	126	14	22	15	18	6	8	13	15	2	4	5	4	
In pound at present	9	6											15	11									1	3	5	2	
Holding pending court cases	0	2											2	4									0	2	2	0	
Euthanised by Ranger	0	0											0	57	10	28	4	4	4	5	1	0	0	0	0	1	
Euthanised by Vet	12	3											15	29	3	0	1	7	7	2	3	2	1	2	1	0	
Monthly total	63	35	0	98	431	36	75	43	49	48	34	28	36	30	20	21	11										
Impounded Cats														Impounded Cats													
Central	6	8											14	87	8	9	9	3	3	13	7	10	7	4	8	6	
East	0	2											2	107	5	14	1	17	20	6	14	3	9	3	9	6	
West	5	1											6	64	3	2	3	1	4	7	5	10	3	10	5	11	
Monthly total	11	11	0	22	258	16	25	13	21	27	26	26	23	19	17	22	23										
Released to Owner	1	0											1	20	3	15	0	0	0	1	0	1	0	0	0	0	
Rehomed to SAFE	4	1											5	87	6	4	3	6	21	6	4	6	9	4	7	11	
In pound at present	0	0											0	4									0	2	2	0	
Euthanised by Vet	6	10											16	136	6	6	9	15	5	19	20	14	9	10	13	10	
Euthanised by Ranger	0	0											0	7	1	0	1	0	1	0	2	2	0	0	0	0	
Deceased	0	0											0	3									1	1	0	1	
Monthly total	11	11	0	22	257	16	25	13	21	27	26	26	23	19	17	22	22										

14.7 ECONOMIC DEVELOPMENT UPDATE

File No:	ED.1
Responsible Executive Officer:	Director Development Services
Reporting Author:	Business Engagement Coordinator
Date of Report:	27 February 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To inform Council of economic development activities in the month of January 2018.

BACKGROUND

Council's Strategic Community Plan 2016 - 2026 aims to attract diverse and sustainable business and employment opportunities.

CURRENT ACTIVITIES**Solar Farm Site Feasibility Study**

Council resolved in November 2017 to investigate the potential for large scale solar farms in the City. A recent RFQ process was undertaken and the City has appointed GHD Pty Ltd. The study is expected to be complete by the end of April and the results will subsequently be presented to Council.

Tourism Signage – Welcome to City of Karratha Signs

The City, Town of Port Hedland and PDC collaborated on a signage project to deliver border signs and tourist information signage on the Karratha / Hedland border. Cost savings were realised from the original budget and additional 'Welcome to the City of Karratha signs' have been acquired. These additional signs will be installed near Devils Creek / 40-Mile Beach Road and on the Tom-Price Karratha Road. City staff have been working with Main Roads to obtain necessary approvals to install the signs.

EcoHub

Council resolved to offer in principle support for the establishment of an 'EcoHub' – land for innovative and renewable enterprises south of the Karratha Airport. City staff are investigating the best way to make this land available to enable its development and have requested a valuation and held discussions with staff from the Department of Planning, Lands & Heritage to progress the project.

Sahara Forest Project

Council resolved to contribute to the Sahara Forest Project intensive agriculture feasibility study using greenhouses and renewable energy in the City of Karratha. The preliminary business case was submitted at the end of February and the results will be presented to Council.

EcoMag

EcoMag have established a trial plant to produce high quality magnesium products. City staff met with the General Manager of Ecomag to discuss how the trial plant is performing and their plans for future development.

Native Yindjibarndi Plants Shared Value Project (Wanggalili Project)

The Wanggalili Project aims to create a commercially sustainable agriculture and manufacturing industry from native plants. A Memorandum of Understanding has been prepared to bring together 9 stakeholders with 7 now having entered into the MoU. Discussions have been held to engage Kings Park Botanical Authority to assist in the first phase of the project.

Roebourne Gaol Heritage Precinct

Council noted the Roebourne Heritage Feasibility Study and considered transferring ownership from the Crown subject to freehold land title and immediate conservation works being undertaken. \$200,000 was allocated in the budget to undertake highest priority restoration works. City staff met with staff from DPLH to discuss the Department's response to the request.

New Roebourne Information Pullover Bay

Tourist information bays and entry statements are a part of the City's long term financial planning. A new information bay is being installed at the Northern entrance to Karratha near the Roebourne Jockey Club. City Officers have progressed the design for the information bay and are seeking input from local associations for input as well as Ngarluma Aboriginal Corporation on the use of traditional language.

Take Your Business Online Grant Scheme Update

Council resolved to endorse the revisions to the Policy and the advertising for application for the 2018 TYBO Grant Scheme. The Policy has been updated and work has commenced to promote the next round of applications.

Homemaker Centre

Council resolved to proceed with Phase One – Detailed Feasibility of the Homemaker Centre. Officers met with Landcorp to discuss the progress of the Study. Landcorp recommended the City support an investor tour to generate more interest in the opportunity as this has been a successful tactic in the past.

Visitor Centre

Council executed a contract with Karratha Visitor Centre for the provision of visitor services for the 2017 – 2018 calendar years. Officers have had several meetings with the Karratha Visitor Centre to discuss the current situation and options for visitor services in the future.

Karijini Experience

Council resolved to register as a Silver Sponsor of the Karijini Experience in 2018. City Officers continue to work with the Visitor Centre and Tourism Operators to work collaboratively on promoting Karratha as a place to visit after the Karijini Experience.

International & Domestic Flights

Council resolved to enter an agreement with Jetgo Australia for a regular flight service between Karratha, Brisbane and Singapore. City Officers attended meetings with JetGo's WA Regional Manager and various stakeholders (KDCCI, Business Centre Pilbara, Karratha Visitor Centre, Everywhere Travel, Pilbara Ports Authority). There was a strong emphasis on tourism product development.

Customer Service Workshop

Council resolve to approve financial support for the Small Business Workshop Series under the Business Development Support Grant Scheme. The Business Centre Pilbara held their 2nd (of 4) workshop on the subject of Customer Service. The workshop was attended by 20 people (with 7 people on a wait list). 85% found the workshop to be useful and beneficial to their work.

Pilbara Rock Oyster

Council resolved to support the funding request for the Edible Oyster Research and Development program. In February, spat collectors located in flying foam passage where inspected with promising signs as baby oysters were starting to grow. The City promoted the update via social media.

14.8 COMMUNITY SERVICES UPDATE

File No: CS.23
Responsible Executive Officer: Acting Director Community Services
Reporting Author: Acting Director Community Services
Date of Report: 28 February 2018
Disclosure of Interest: Nil
Attachment(s) Nil

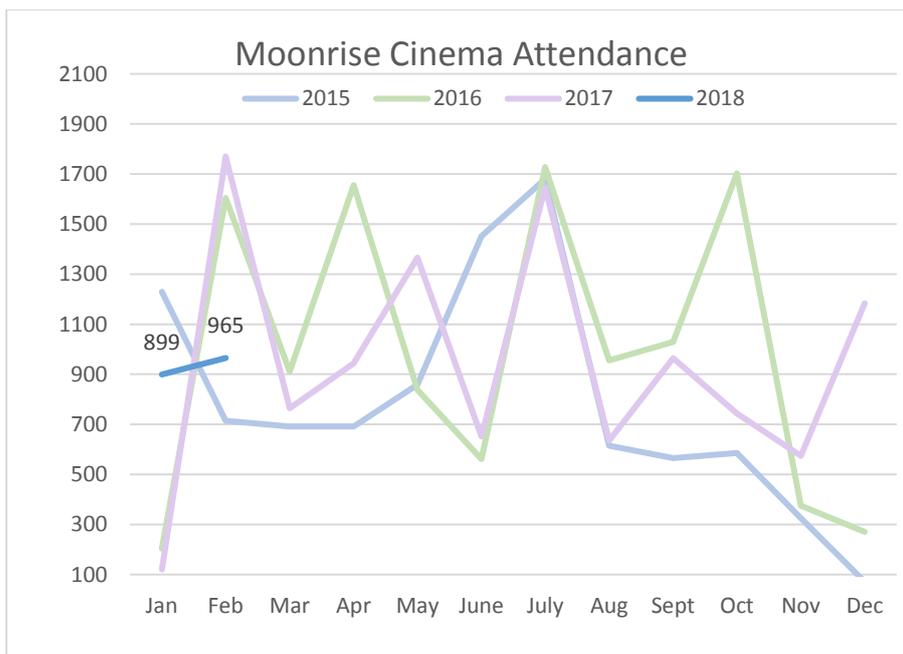
PURPOSE

To provide Council an update on February activities for Community Services.

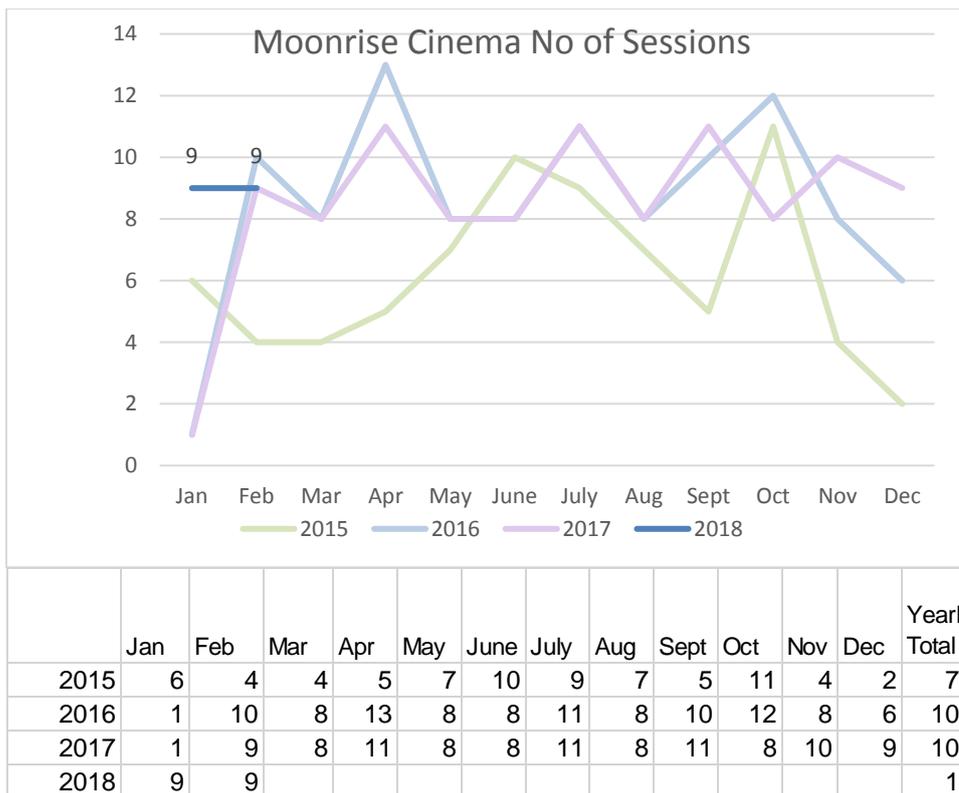
1. ARTS & CULTURE

a) Moonrise Cinema

3 movies were cancelled during February. 2 due to weather (The Florida Project and The Greatest Showman) and 1 with technical issues with the movie (The Jungle Bunch)



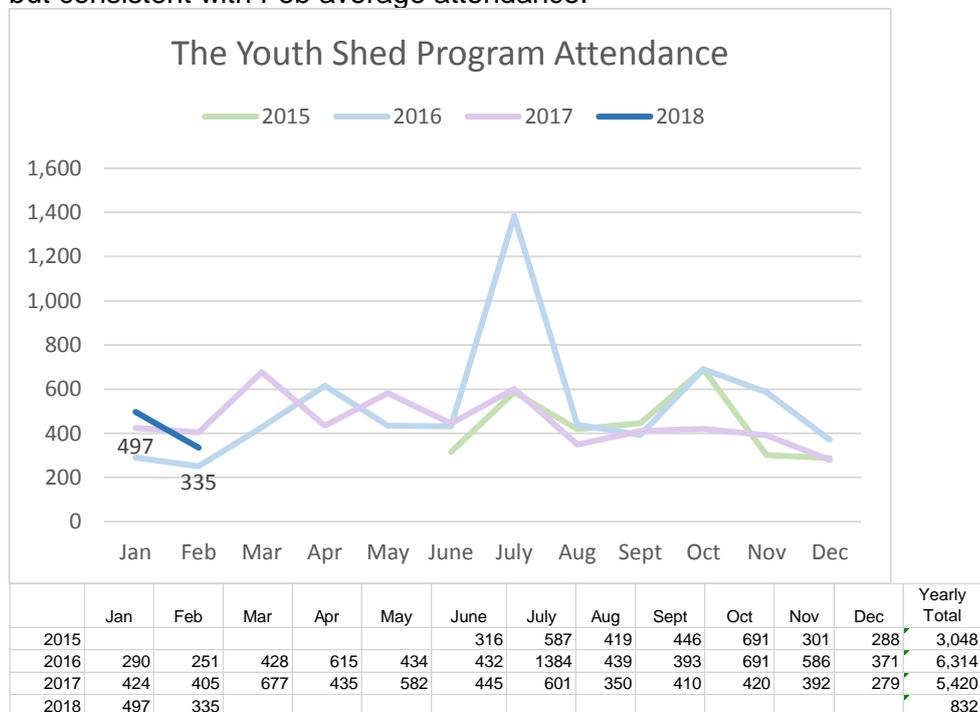
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Yearly Total
2015	1229	714	691	691	858	1451	1680	615	565	585	325	71	9475
2016	204	1604	911	1655	838	561	1728	955	1029	1702	375	270	11832
2017	120	1770	764	944	1366	652	1646	635	964	744	574	1184	11363
2018	899	965											1864

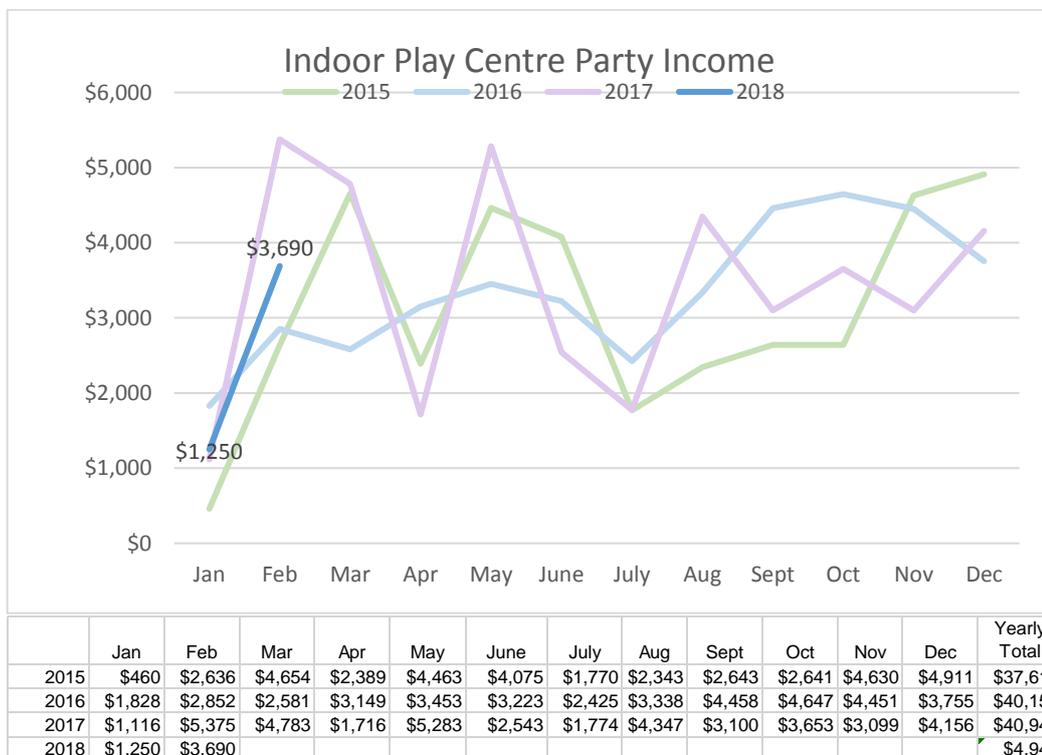
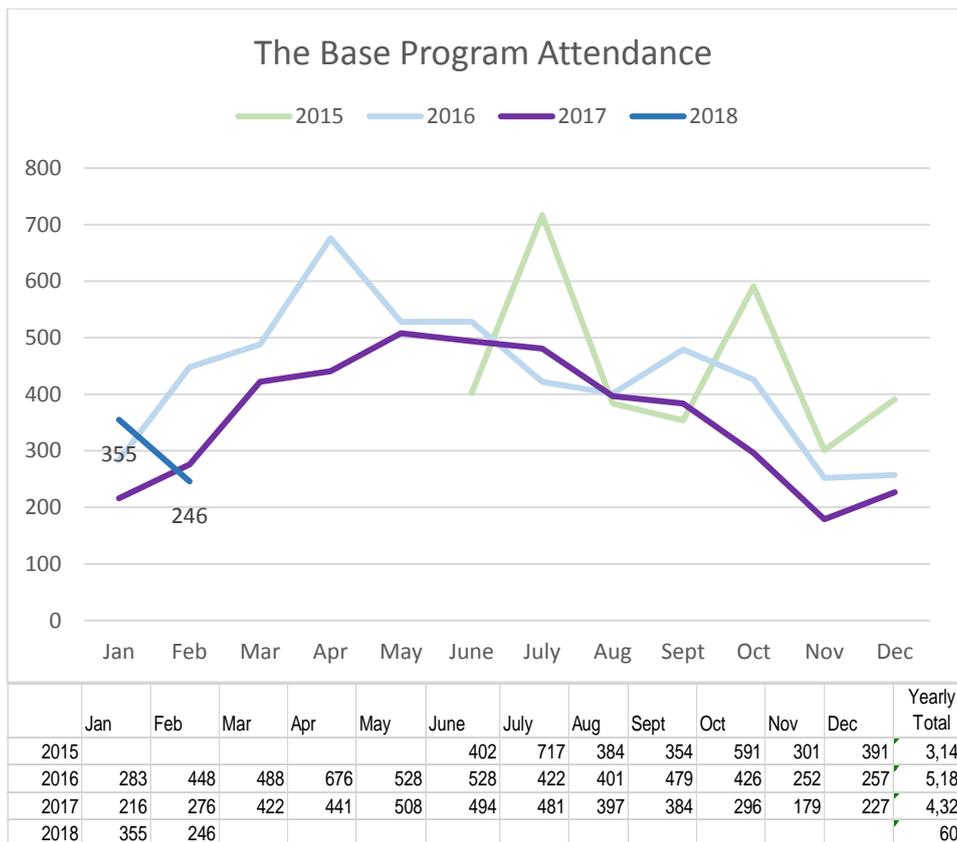


1.2 YOUTH SERVICES

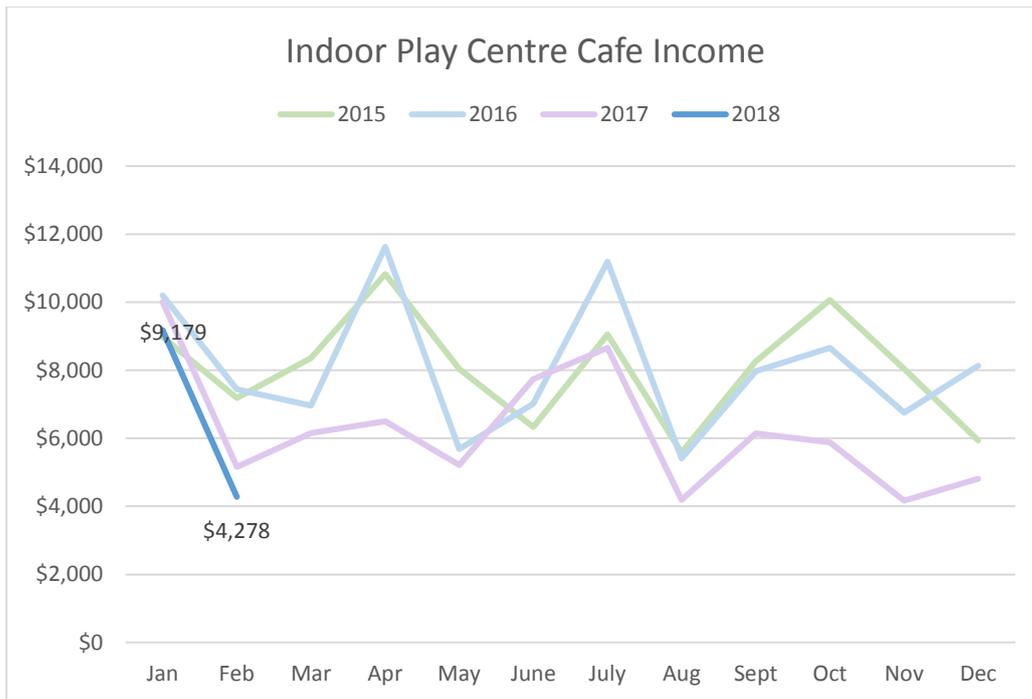
a) Youth Shed

The Youth Shed attendance figures are slightly down compared to Feb 2017 but consistent with Feb average attendance.



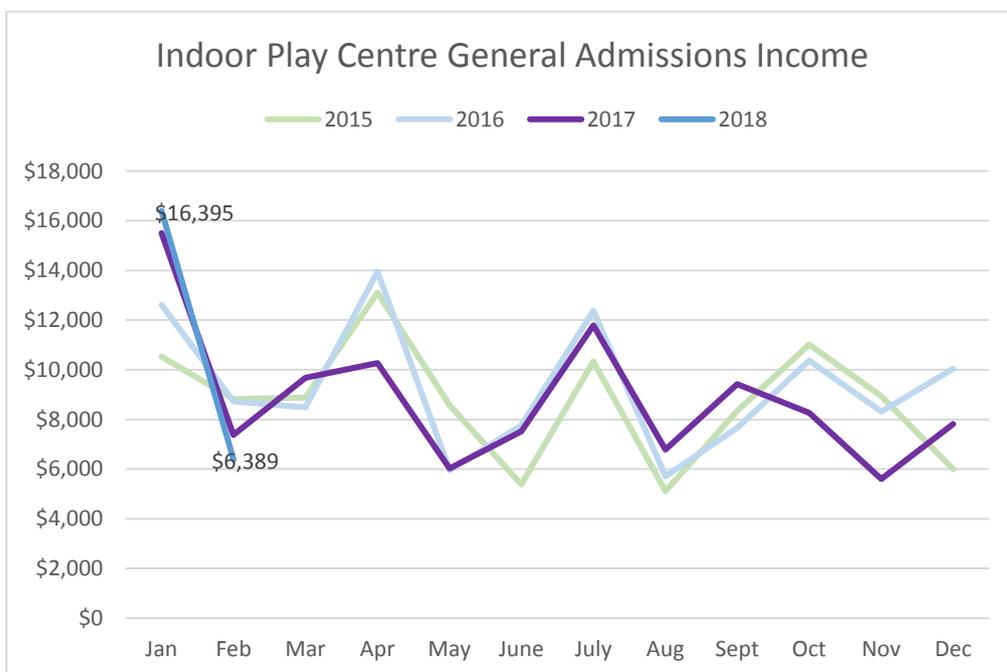


Decrease comparative to Feb 2017 however large increase compared to previous month. More parties booked during school term as opposed to holiday periods.



	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Yearly Total
2015	\$8,979	\$7,184	\$8,361	\$10,828	\$8,039	\$6,331	\$9,049	\$5,578	\$8,260	\$10,064	\$8,040	\$5,940	\$96,654
2016	\$10,200	\$7,434	\$6,961	\$11,626	\$5,685	\$7,014	\$11,191	\$5,410	\$7,977	\$8,656	\$6,751	\$8,129	\$97,035
2017	\$10,004	\$5,163	\$6,154	\$6,503	\$5,210	\$7,742	\$8,656	\$4,195	\$6,139	\$5,879	\$4,167	\$4,812	\$74,624
2018	\$9,179	\$4,278											\$13,457

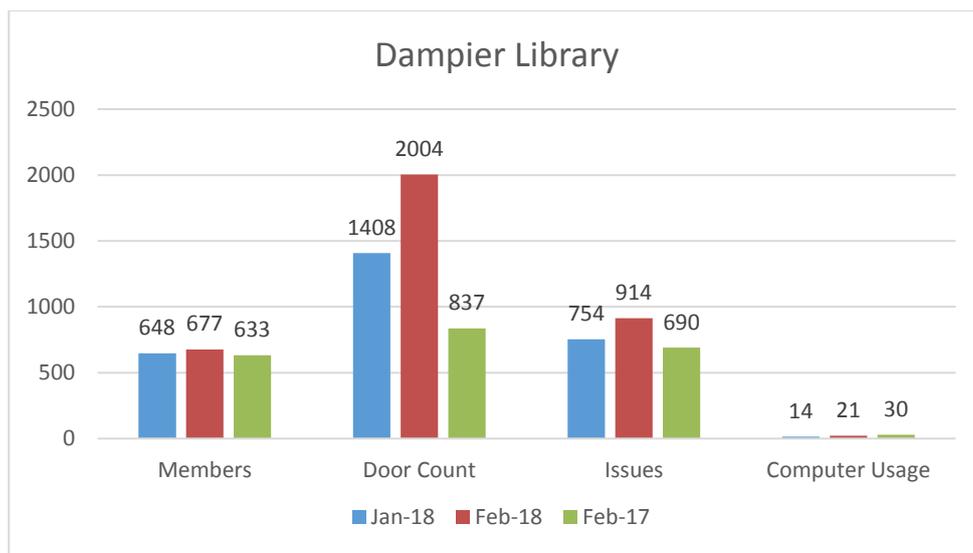
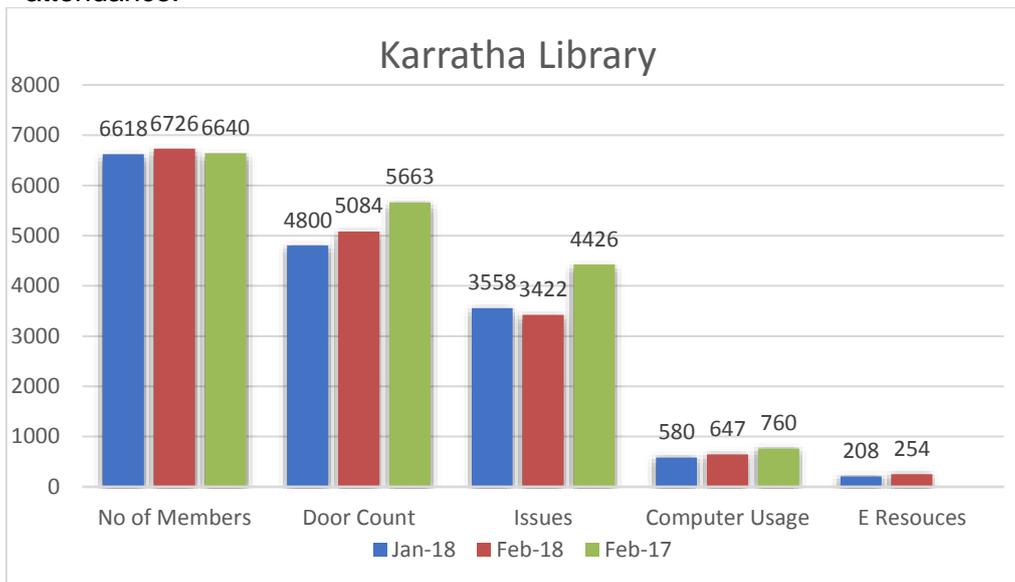
Slight decrease comparative to 2017. Relative to admissions

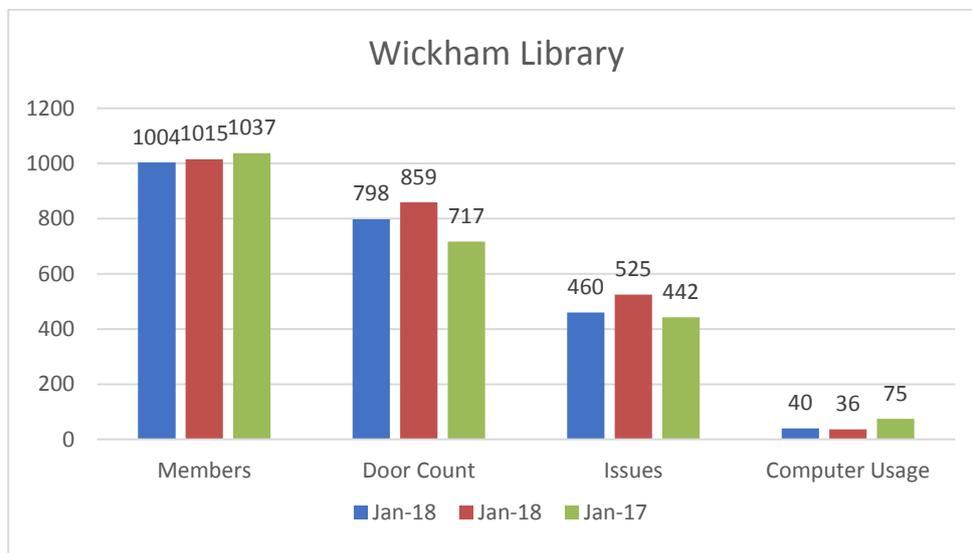
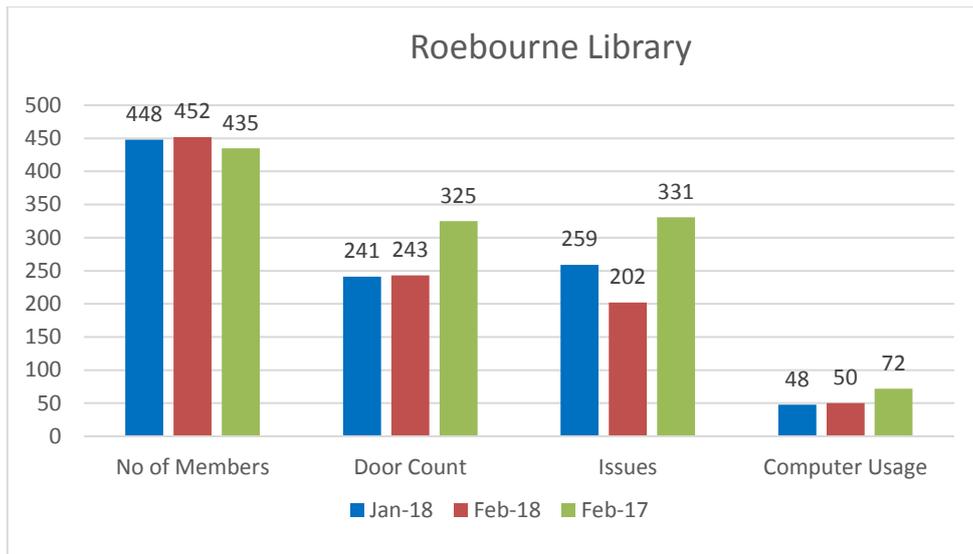


	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Yearly Total
2015	\$10,526	\$8,811	\$8,876	\$13,098	\$8,575	\$5,392	\$10,338	\$5,115	\$8,342	\$11,016	\$8,932	\$6,004	\$105,024
2016	\$12,612	\$8,726	\$8,481	\$13,950	\$5,957	\$7,760	\$12,381	\$5,714	\$7,660	\$10,367	\$8,315	\$10,036	\$111,959
2017	\$15,499	\$7,382	\$9,680	\$10,265	\$6,031	\$7,517	\$11,788	\$6,783	\$9,416	\$8,259	\$5,602	\$7,810	\$106,032
2018	\$16,395	\$6,389											\$22,784

2. LIBRARY & CHILDRENS SERVICES

Increase in number of patrons across all libraries due to successful program attendance.





3. RECREATION SERVICES

a) Leisureplex Membership YTD Activity update -

*** Refer to membership number graph**

	Mar 2017	Apr 2017	May 2017	Jun 2017	Jul 2017	Aug 2017	Sep 2017	Oct 2017	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Feb 2017
CURRENT MEMBERS	998	894	846	794	841	871	919	1,001	988	558	1076	996	1,061
SUSPENDED MEMBERS	76	88	100	116	100	87	123	105	112	485	138	128	76
TOTAL MEMBERS	1,074	982	946	910	941	958	1,042	1,106	1,110	1,043	1214	1124	1,137
MEMBER VISITS FULL MEMBER	2,274	1,615	1,817	1,355	1,312	1,411	1,478	2,122	2,266	1,474	1207	1137	2,553
GYM MEMBER	1,099	1,149	1,374	1,164	1,160	1,117	1,086	1,398	1,466	1,145	1224	1057	1,309
POOL MEMBER	1,497	732	525	187	361	545	904	1,693	1,982	1,167	2352	1809	1,895
GROUP FITNESS MEMBER	718	490	841	834	936	929	872	925	1,204	632	581	918	522
24 HOUR MEMBER	2,652	2,082	2,224	1,824	1,766	2,185	2,285	2,551	2,537	1,728	2256	2037	2,485
TOTAL MEMBER VISITS	8,240	6,068	6781	5,364	5,555	6,387	6,625	8,689	9,455	6,146	8046	7771	8,764
TREND	-6%	-26%	12%	-21%	2%	15%	4%	31%	9%	-35%*	31%	-3%	0%
MEMBER VISIT RATIO / MONTH	8.3	6.8	8.0	6.8	6.6	7.3	7.2	8.7	9.6	11.0*	7.5	7.8	8.3

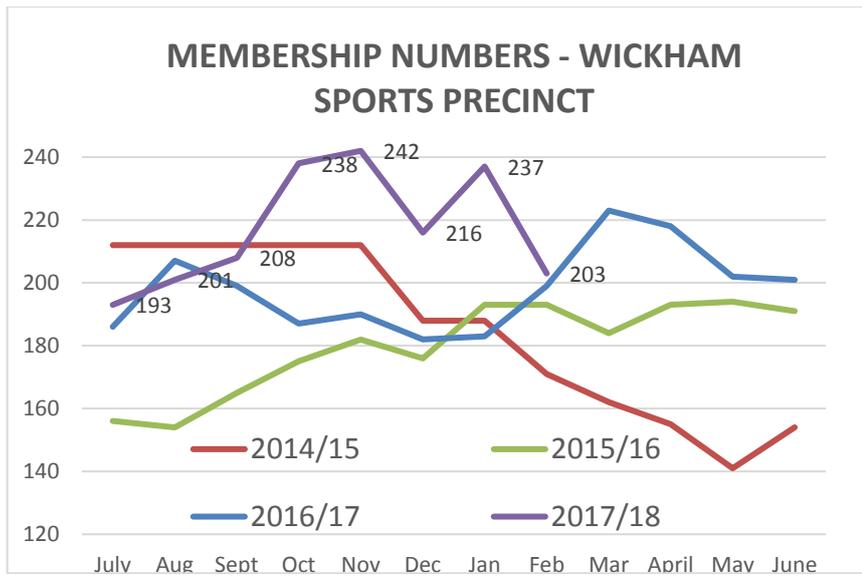
	TOTAL17/18 Fin Year	Mar 2017	Apr 2017	May 2017	Jun 2017	Jul 2017	Aug 2017	Sep 2017	Oct 2017	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Feb 2017
AQUATIC	84159	12,558	6,440	4,085	2,104	2,592	3,604	9,744	15,377	15,932	10,851	12,036	14,023	13,664
GYM	36506	5,300	4,379	4,924	4,039	3,960	4,595	4,374	5,335	5,498	3,806	4,563	4,375	5,459
PERSONAL TRAINING	1784	356	233	324	260	220	323	221	276	246	123	185	190	327
GROUP FITNESS	16367	2,176	1,515	2,233	2,036	1,926	2,132	2,073	2,243	2,732	1,519	1511	2231	2,371
CRECHE	8310	1,551	814	1,117	973	854	1,052	1,051	1,279	1,405	689	954	1,026	1,307
HOLIDAY PROGRAM	1785	0	784	0	408	326	0	285	629	0	212	618	0	0
TOTAL RECORDABLE VISITS	149698	22,202	14,534	12,884	10,054	10,351	12,020	17,463	25,139	25,813	17,200	19,867	21,845	23,315
OTHER VISITS	197939	36,080	16,890	24,348	27,042	16,458	23,382	23,560	33,398	40,440	19,126	10,450	31,125	29,842
TOTAL VISITS	347637	58,282	31,424	37,232	37,096	26,809	35,402	41,023	58,537	66,253	36,326,	30,317	52,970	53,157
GROUP FITNESS AV / CLASS	8.61	12.5	9.65	11.23	11.44	11.96	12.62	12.49	12.6	15.1	11.87	12.18	14.49	15.1
Swim school participants	3671	680	680	0	0	286	286	286	574	574	574	540	551	680

MEMBERSHIP NUMBERS – LEISUREPLEX



b) WICKHAM SPORTING PRECINCT

	Mar 2017	Apr 2017	May 2017	Jun 2017	Jul 2017	Aug 2017	Sep 2017	Oct 2017	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Feb 2017
Total Members	223	218	202	201	193	201	208	238	242	216	182	203	199
Pool Attendance	3,716	783	344	108	203	525	1,237	1786	2,059	1,356	1,322	1,686	1,393
Group Fitness Average/ Class	10.3	9.1	10.1	10.3	10.6	9.7	9.6	9.1	11.2	9.4	8.5	10.5	12.0
Group Fitness Classes	39	37	51	48	41	30	27	42	35	23	29	46	34
Group Fitness Total Participants	401	345	516	412	438	293	261	479	392	217	249	485	409
Gym Attendance	764	800	777	716	782	628	776	809	1,085	840	975	1435	1,255
Rec Programs	47	140	18	0	150	76	323	119	60	0	151	0	0
Play Program	165	160	242	194	275	172	192	221	196	152	218	177	186



c) ROEBOURNE AQUATIC CENTRE

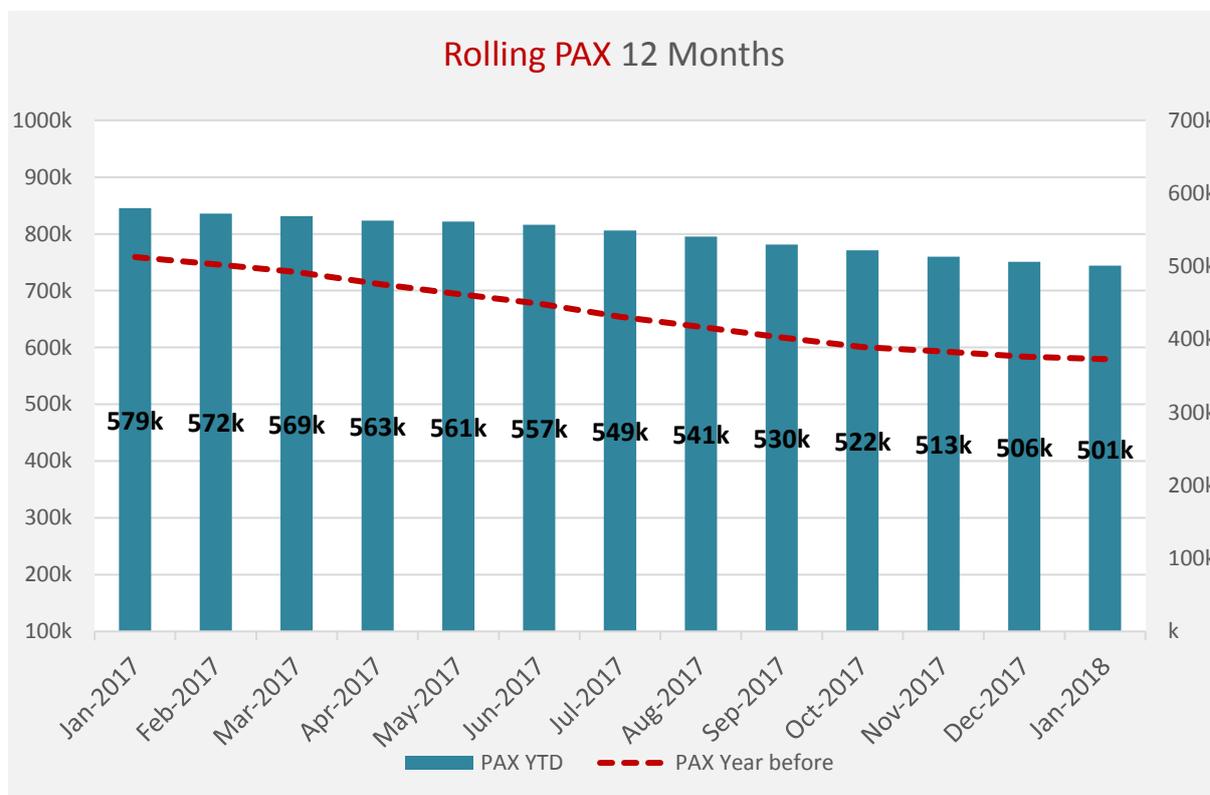
	May to Nov 2017	Nov 2017	Dec 2017	Jan 2018	Feb 2018
Pool Attendance	CLOSED	2,255	1,216	1,044	1,643

14.9 AIRPORT SERVICES DATA

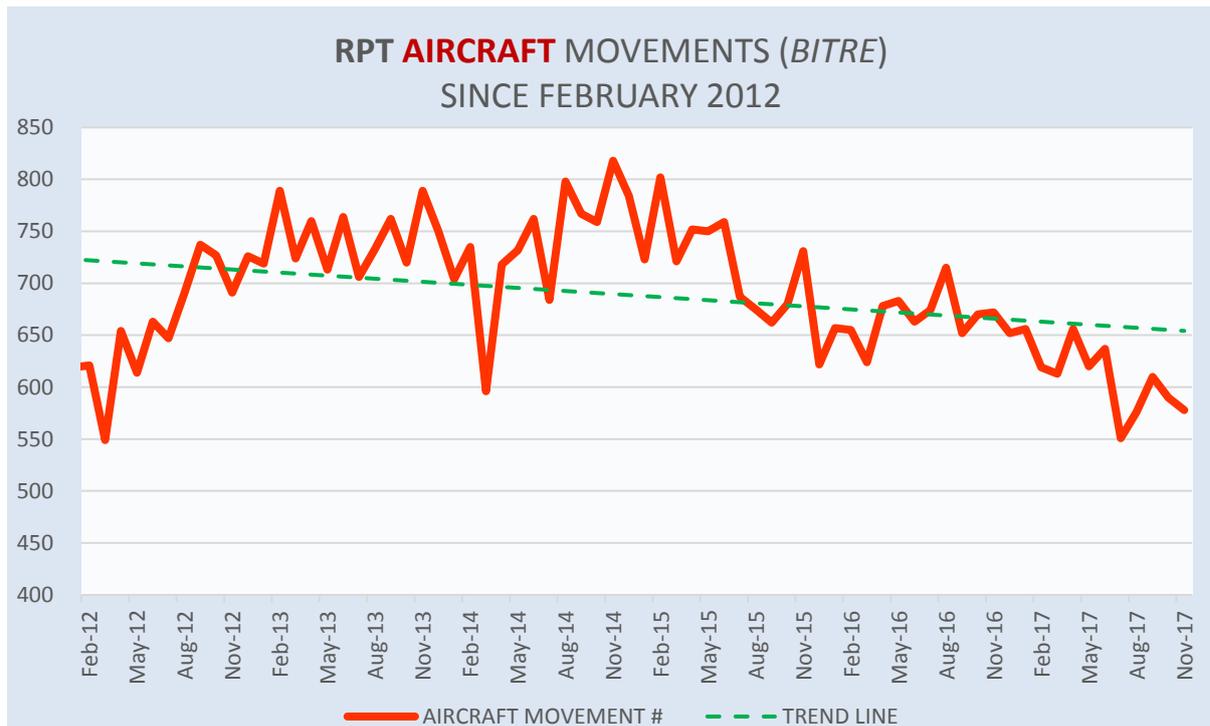
File No: TT.42
Responsible Executive Officer: Director Strategic Projects & Infrastructure
Reporting Author: Manager Airport Services
Date of Report: 28 February 2018
Disclosure of Interest: Nil
Attachment(s) Nil

PURPOSE

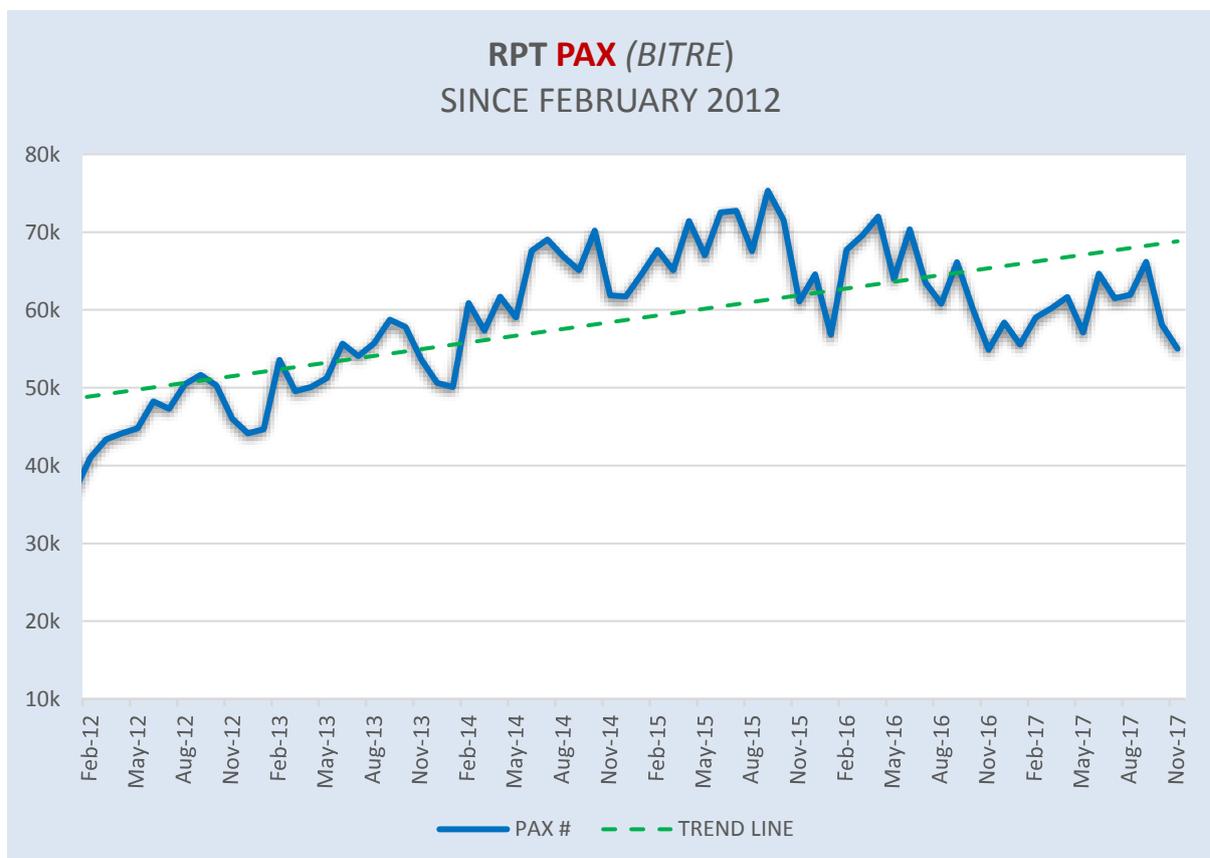
To provide an illustration of Airport Services data collected for the 2017/18 year with comparisons against previous year.



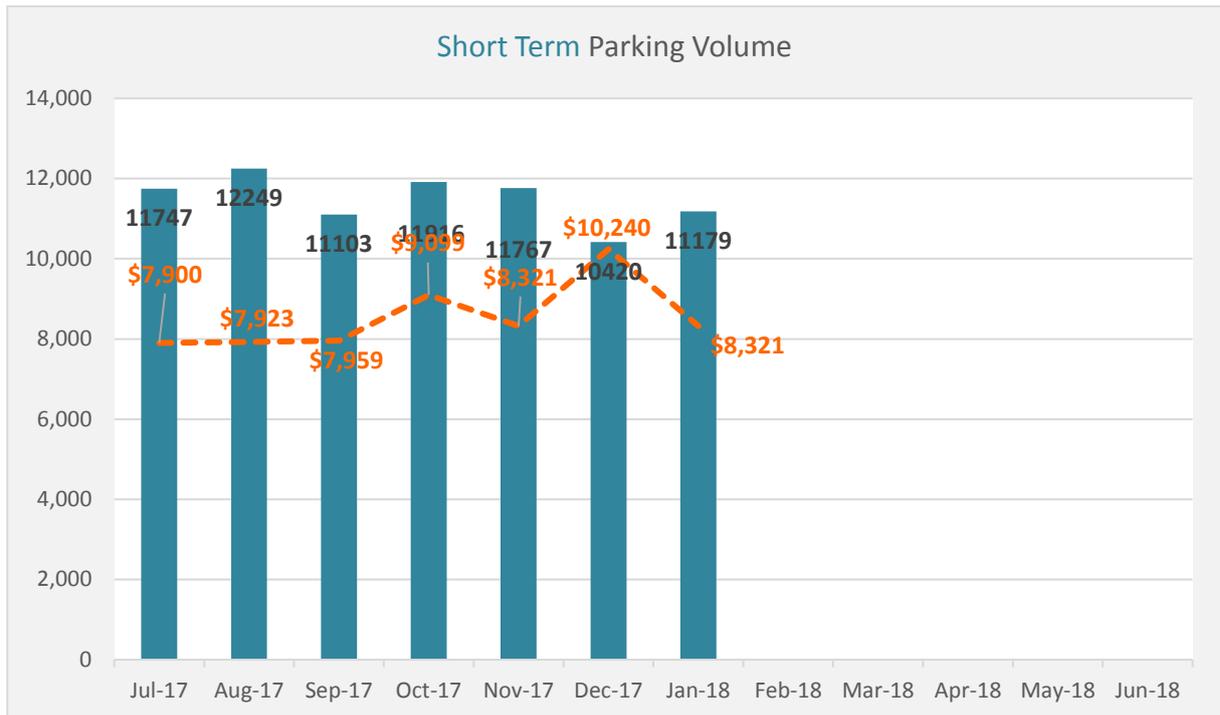
Rolling PAX shows the total PAX numbers for KTA consecutive monthly data for the last twelve months. Includes Regular Public Transport (RPT), Charter, Rotary and General Aviation (GA).



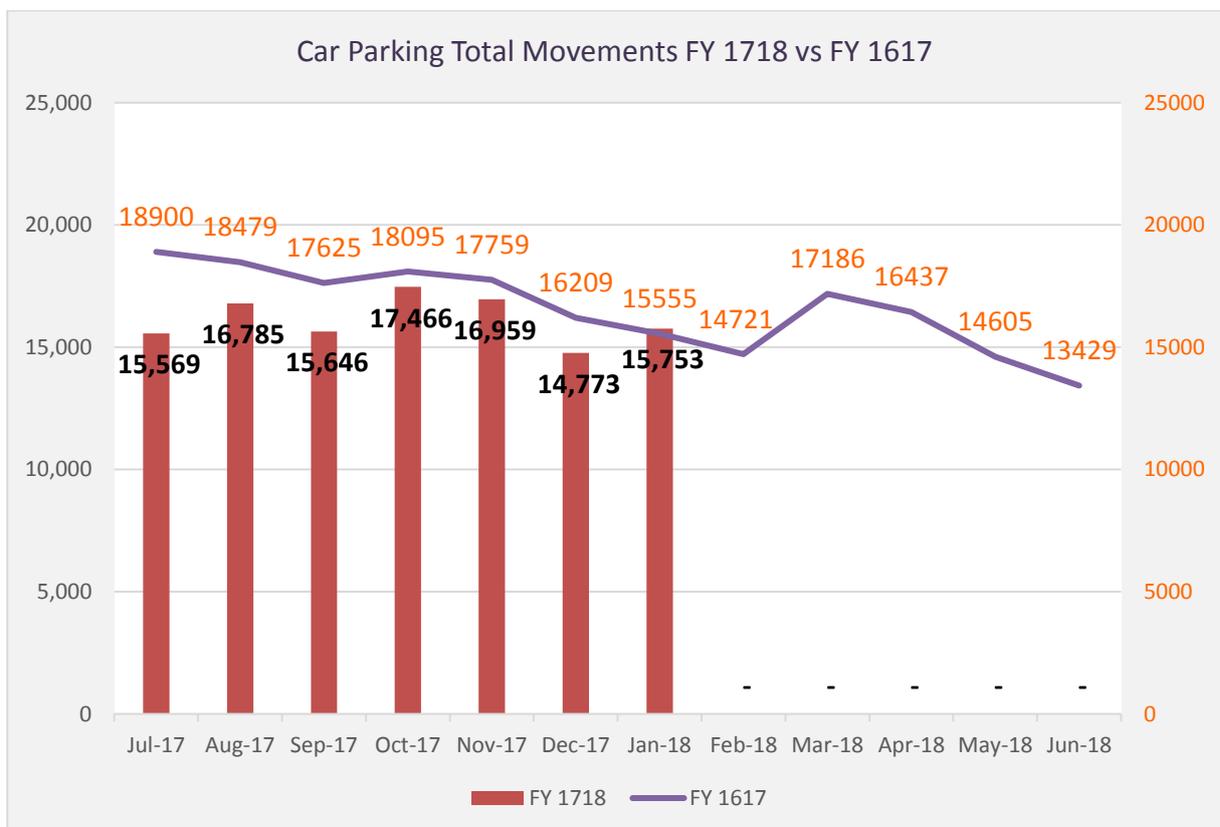
Australian Government, Department of Infrastructure and Regional Development Airport Traffic Data. This data is provided showing up to **November 2017** for RPT Aircraft movements.



Australian Government, Department of Infrastructure and Regional Development Airport Traffic Data. This data is provided showing up to **November 2017** for RPT Passenger movements.



This Car Park Data relates up to **January 2018** for Volume & Revenue by Month



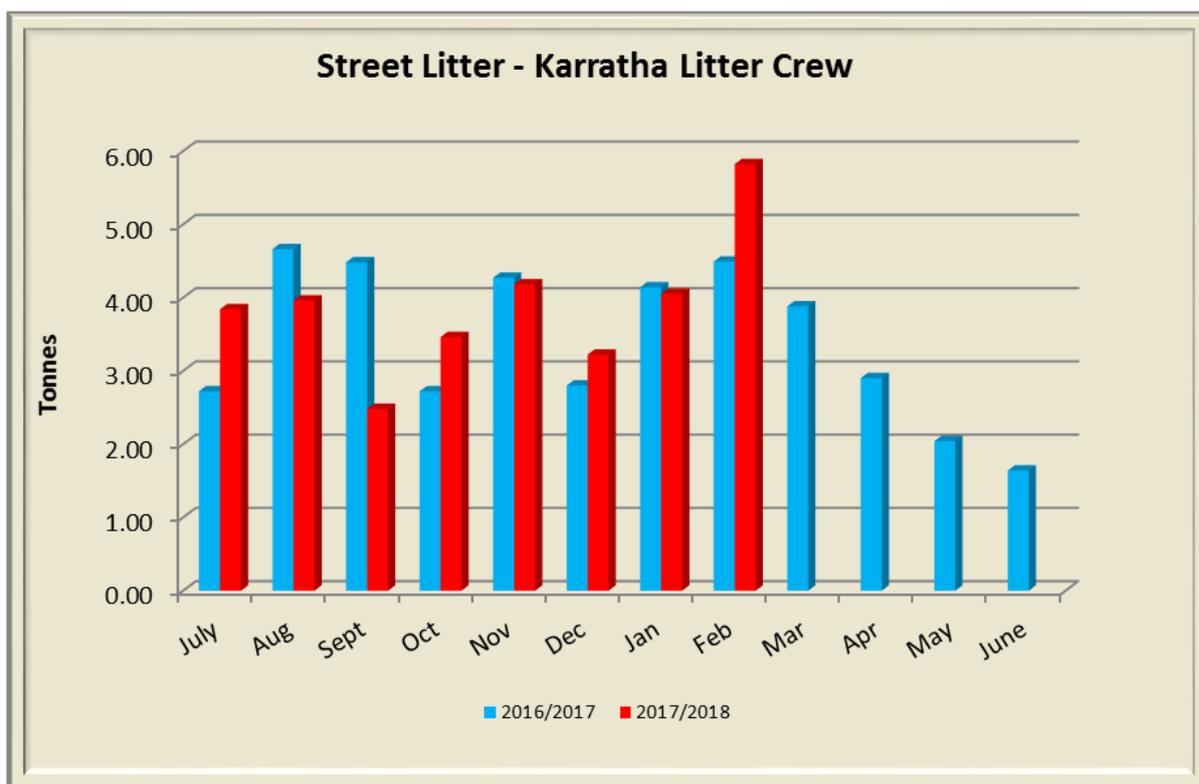
This Car Park Data relates to **FY1718** vs. FY1617 data.

14.10 WASTE SERVICES DATA

File No: WM.2
Responsible Executive Officer: Director Strategic Projects & Infrastructure
Reporting Author: Waste Services Office Supervisor
Date of Report: 26 February 2018
Disclosure of Interest: Nil
Attachment(s) Nil

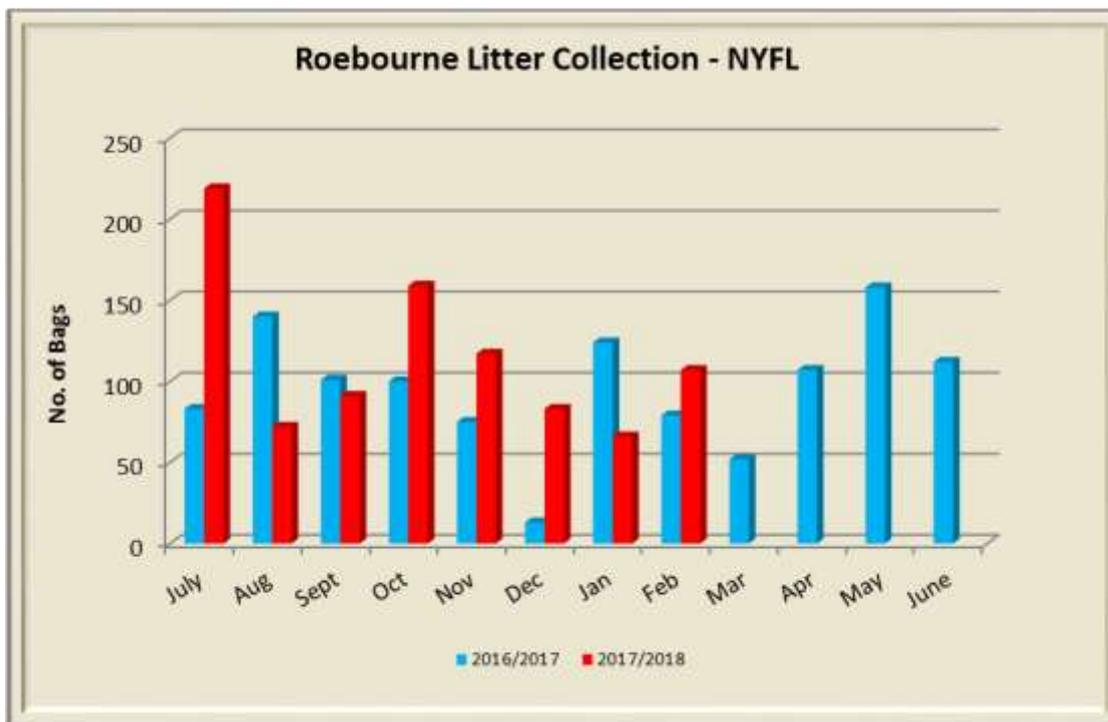
PURPOSE

To provide an update for the Waste Services Department and illustration of Waste Services data collected for the 2017/18 year with comparisons against previous year.

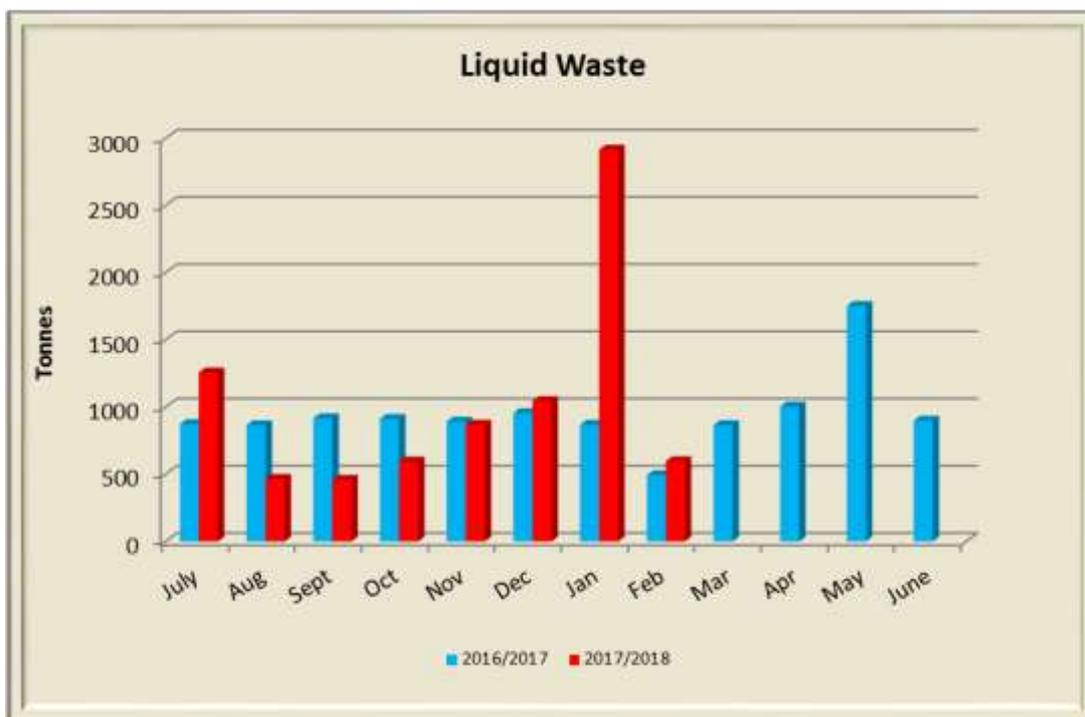


Street litter collected and delivered to the 7 Mile Waste Facility.

Yaburara & Coastal Mardudhunera Aboriginal Corporation (YACMAC) commenced providing litter collection staff July 2017.



Number of litter bags collected by Ngarluma Yindjibarndi Foundation Ltd (NYFL) in Roebourne and delivered to the Wickham Transfer Station. Increase due to the Mount Welcome skip being removed early October 2017. Additional monitoring of this area by NYFL have resulted in the collection of more litter.



Liquid Waste delivered to the 7 Mile Waste Facility.

7 Mile DWER Licence amendment (22/05/2017) included a change to the liquid waste category acceptance criteria. The additional category (D300 and N205) has allowed the facility to accept different liquid waste streams. The significant increase in January was due to the delivery of stockpiled D300 from Yara, Burrup Road, Dampier.

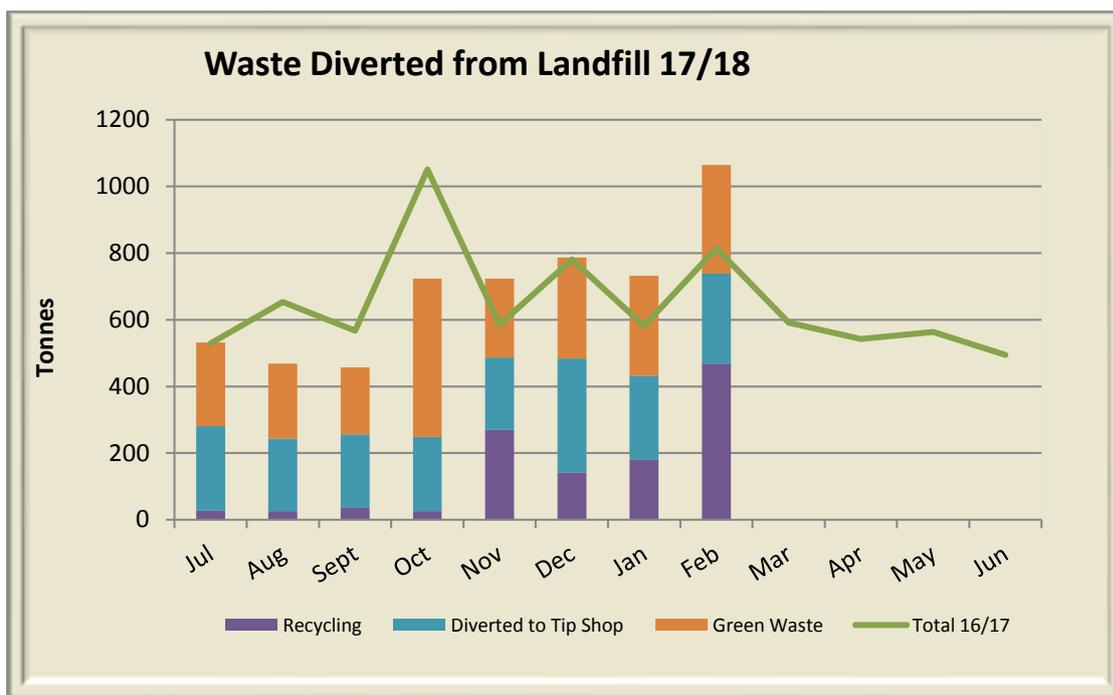


Total waste, excluding liquid and clean fill delivered to the 7 Mile Waste Facility.

The delivery of demolition waste from the dismantling of the Barrow Island’s camp ceased early September resulting in the decreased volumes. C&I from Rio Tinto sites (Cyclone Preparedness) saw the tonnages increase for the month of November.



7 Mile Tip Shop income plus value of airspace savings of waste diverted from Landfill to the shop.



7 Mile Waste Facility and Wickham Transfer Station waste diverted from landfill. Includes recycling of metal, glass, paper, plastics, non-compactible plastics, green waste and reusable items recovered for the 7 Mile Tip Shop.

Increases seen in recycling data is due to the removal of scrap metal from 7 Mile.

14.11 WICKHAM COMMUNITY HUB BUILDING ENTRANCE - PUBLIC ART COMMISSION

File No:	CP.699
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Project Manager
Date of Report:	1 March 2018
Disclosure of Interest:	Nil
Attachment(s)	Paula Hart – Concepts

PURPOSE

To inform the Council of the Outcome of the RFQ for public art for the Wickham Community Hub.

BACKGROUND

The City of Karratha issued a Request for Quotation for public art for the Wickham Community Hub (WCH) on the 20 December 2017. This followed a Request for Proposal where three artist groups were shortlisted.

Philip Gresley representing the Architect for WCH provided a presentation to the three shortlisted artists on 17 January 2018. Submissions closed on 8 February 2018 and two submissions were received. Nature Play solutions did not provide a submission.

Two quotations were received by the closing date from:

- Paula Hart
- United Studios

The quotations were evaluated by a five-person panel comprising of:

- City of Karratha – Project Manager
- City of Karratha – A/Director of Community Services
- City of Karratha – 2 x Councillors
- Gresley Abas Architects – Director GAA

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

The criteria and associated weightings were:

Criteria	Weighting
Understanding and Methodology	20%
Concept Design	30%
Price	50%

CONCLUSION

The evaluation panel recommended the appointment of Paula Hart.

The contract is for \$110,000 and will be undertaken under the standard Public Art Design and Commission Agreement.

15 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

16 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil.

17 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Cr Long approved Late Item Place Branding Services Tender to be dealt with at 17.1 and Confidential Late Item Sponsorship Proposal AVIAIR to be dealt with Behind Closed Doors at 18.2.

Cr Miller declared an indirect financial interest in 17.1 Place Branding Services Tender as Cr Miller is employed by 7West Media.

At 7.31 pm Cr Miller left the room.

COUNCIL RESOLUTION

Res No : **154044**
MOVED : **Cr Cucel**
SECONDED : **Cr Evans**

That Council suspend Standing Orders at 7.31 pm to allow for open discussion of Item 17.1 Place Branding Services Tender.

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST : Nil

COUNCIL RESOLUTION

Res No : **154045**
MOVED : **Cr Cucel**
SECONDED : **Cr Nunn**

That Council resume Standing Orders at 7.32 pm.

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST : Nil

COUNCIL RESOLUTION

Res No : 154046
 MOVED : Cr Nunn
 SECONDED : Cr Waterstrom Muller

In accordance with Section 5.23 (2) (e) (iii) of the *Local Government Act 1995*, that Council move in camera and suspend Standing Orders to allow for open discussion of Item 17.1 Place Branding Services Tender.

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

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
 AGAINST : Nil

Council moved in camera at 7.32 pm.

17.1 PLACE BRANDING SERVICES TENDER

File No: CM.77
Responsible Executive Officer: Director Corporate Services
Reporting Author: Manager Marketing & Communications
Date of Report: 16 March 2018
Applicant/Proponent: Nil
Disclosure of Interest: Nil
Attachment(s): Confidential Tender Evaluation Report

PURPOSE

For Council to consider tender submissions for the delivery of Place Branding Services, RFT 27-17/18.

BACKGROUND

In November 2017, Council endorsed the City of Karratha Place Branding Strategy and agreed to invite tenders for its implementation based on the following scope of works:

- a) Develop a creative campaign concept that captures the City's tourism, business and lifestyle opportunities;
- b) Prepare marketing platforms identified in the strategy including social media and web assets, brand look and feel and brand guidelines;
- c) Develop full asset library including photography, videography, design templates;
- d) Develop a public relations campaign for the national media to improve external perceptions of the region;
- e) Launch campaign development, execution and evaluation across all media channels;

- f) Provide social media training for City of Karratha staff and local community groups, tourism providers and businesses;
- g) Coordinate all paid media booking services; and
- h) Annual implementation for up to three years.

Tenders were advertised on 5 January 2018 and closed on 2 February 2018. Eight submissions were received by the closing date from the following organisations:

- Trilogy Advertising and Marketing solutions
- The Mad Empire
- Marketforce
- Forbes Partners
- Circul8 Communicate
- CGM Communications
- ADS Advertising Services
- 303 Mullenlowe

Tender submissions were evaluated by a three person panel consisting of:

- Director Corporate Services
- A/Director Community Services
- Manager Marketing & Communications

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:

Criteria	Weighting
Price	50%
Relevant Experience	20%
Capacity to Deliver	10%
Methodology	20%

The Regional Price Preference Policy was not applied as there were no local tenderers.

It should be noted that the evaluation panel has not recommended the highest ranked tender (based on being the cheapest compliant tender) owing to deficiencies in experience, capacity and methodology.

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

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Councillors and Officers participated in workshops during the development of the Place Branding Strategy.

Following the evaluation process, two shortlisted agencies were invited to present to Councillors and the Executive Management Team on 13 March 2018.

COMMUNITY CONSULTATION

Consultation has occurred with the local tourism industry through the Tourism Advisory Group, local businesses through the Small Business Advisory Group and other key industry stakeholders including the KDCCI and Pilbara Development Commission. Further consultation with businesses and other external stakeholders will form a significant part of the project to ensure the delivery of the campaign is authentic and accurately reflects the sentiment of the community.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

Purchasing Policy CG-12 is applicable in relation to the tender process.

FINANCIAL IMPLICATIONS

The Place Branding Strategy included a budget estimate of \$1.91M to deliver Place Branding services over four years. This estimate was inclusive of fixed paid media and advertising costs of \$150,000 for the launch and \$120,000 for each subsequent year of delivery.

Tender pricing varied greatly and although the recommended tenderer is at the upper end of the range, the price is within the original estimate.

As part of their submissions tenderers were required to provide pricing for annual delivery after year one, as well as a breakdown to deliver separable portions the tourism, lifestyle and business components. Given the significant amount of upfront work associated with the development of creative material and establishment of assets, there are considerable efficiencies in delivering the Place Branding campaign in full.

Council has set aside \$200,000 in the 2017/18 Budget to finalise the Place Branding strategy and for initial content and asset development. Finalisation of the Strategy cost \$30,000 leaving \$170,000 to contribute to content and asset development. This is considered an adequate amount to commence activity this financial year with the remainder of activity subject to future budget allocation.

In addition, at the November 2016 Budget Review a reserve account was established for the purpose of funding Destination Marketing, Business Attraction, Property Development and Tourism activities. Any or all of the Place Branding services can be funded through this reserve.

STRATEGIC IMPLICATIONS

This item is relevant to the Council’s approved Strategic Community Plan 2016-2026 and Corporate Business Plan 2016-2021. In particular, the Operational Plan 2017-2018 provided for this activity:

Programs/Services:	2.d.2.2	Marketing Services
Projects/Actions:	2.d.2.2.1	Prepare and Implement a Place Branding Strategy

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	Moderate	ROI will be evaluated and reported on an ongoing basis throughout the campaign. The contract will be structured with Stop/Go points at the completion of each year of delivery allowing Council the ability to withdraw should it consider the City is not achieving a desirable ROI.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	High	It is anticipated this campaign will deliver significant reputational benefit to the City, however it should be noted that there is some reputational risk attached being able to deliver on the campaign promise. This will be managed carefully with the appointed tenderer to ensure the appropriate messaging is delivered throughout the campaign.
Compliance	N/A	Nil

IMPACT ON CAPACITY

Significant coordination and support from the City's Marketing & Communications team will be required to facilitate this project. While additional resourcing may be required in the future to assist in the delivery of this project it is anticipated that this will initially be absorbed within in existing resources.

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

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

1. ACCEPT the tender submitted by _____ Pty Ltd ABN _____ as the most advantageous tender to form a contract, based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 27-17/18 – Place Branding Services; and
2. EXECUTE a contract with _____ Pty Ltd, SUBJECT to any variations of a minor nature.

Option 3

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

1. ACCEPT the tender submitted by _____ Pty Ltd ABN _____ as the most advantageous tender to form a contract, based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 27-17/18 – Place Branding Services for the following separable portions:
 - a) _____
 - b) _____
2. EXECUTE a contract with _____ Pty Ltd, SUBJECT to any variations of a minor nature.

Option 4

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to DEFER consideration of this matter pending further information.

CONCLUSION

The City of Karratha Place Branding strategy was endorsed by Council on 20 November 2017. Tenders for its implementation were called on 5 January 2018 and closed on 2 February 2018. The Evaluation Panel has completed the tender evaluation process and is seeking Council endorsement to appoint the recommended tenderer, Circul8 Communicate, to progress to the delivery phase of this project.

COUNCIL RESOLUTION

Res No : **154047**
MOVED : **Cr Nunn**
SECONDED : **Cr Smeathers**

That Council move out of camera and resume Standing Orders.

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Nunn,
 Cr Scott, Cr Smeathers, Cr Waterstrom Muller
 AGAINST : Nil

Council moved out of camera at 7.44 pm.

OFFICER'S RECOMMENDATION

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

1. **ACCEPT** the tender submitted by Circul8 Communicate ABN 11 123 609 049 as the most advantageous tender to form a contract, based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 27-17/18 – Place Branding Services; and
2. **EXECUTE** a contract for one year with three one year options at the City's sole discretion with Circul8 Communicate Pty Ltd, **SUBJECT** to any variations of a minor nature.

AMENDED COUNCIL RESOLUTION

Res No : 154048
 MOVED : Cr Scott
 SECONDED : Cr Bertling

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

1. **ACCEPT** the tender submitted by 303 MullenLowe Pty Ltd ABN 97 009 442 344 as the most advantageous tender to form a contract, based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 27-17/18 – Place Branding Services; and
2. **EXECUTE** a contract with 303 MullenLowe Pty Ltd, **SUBJECT** to any variations of a minor nature.

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
 AGAINST : Nil
 REASON : Council modified the Officer's recommendation as Council considered 303 MullenLowe Pty Ltd more accurately captured the brief and Council's vision for tourism, business and lifestyle opportunities.

At 7.47 pm Cr Miller re-entered the room.

18 MATTERS BEHIND CLOSED DOORS

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154049
 MOVED : Cr Nunn
 SECONDED : Cr Smeathers

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

18.1 CONFIDENTIAL ITEM - CLEANAWAY RECYCLING SERVICES

18.2 CONFIDENTIAL ITEM – SPONSORSHIP PROPOSAL AVIAIR

Also included is the following:

ATTACHMENT TO ITEM 10.4 AUDIT AND ORGANISATIONAL RISK COMMITTEE – MARCH 2018 MEETING

ATTACHMENT TO ITEM 13.1 RFT 19-17/18 POINT SAMSON VIEWING PLATFORM

ATTACHMENT TO ITEM 13.2 CLEANING SERVICES TENDER

ATTACHMENT TO ITEM 17.1 PLACE BRANDING SERVICES TENDER

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

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Miller, Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
 AGAINST : Nil

Council moved in camera at 7.48 pm.

18.1 CONFIDENTIAL ITEM – CLEANAWAY RECYCLING SERVICES

File No: WM.46
Responsible Executive Officer: Director Strategic Projects and infrastructure
Reporting Author: Manager City Services
Date of Report: 1 March 2018
Applicant/Proponent: Nil
Disclosure of Interest: Nil
Attachment(s) 1. Letter from Cleanaway – Processing Recyclables Materials
 2. Response Letter Cleanaway

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154050
MOVED : Cr Cucel
SECONDED : Cr Smeathers

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

1. **AGREE** to enter in to negotiations with Cleanaway to consider options to vary the price schedule to its contract for the provision of kerbside recycling services; and
2. **NOTE** that a further report will be presented to Council at the conclusion of those negotiations to consider options including any financial and service impacts to the City.

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Miller, Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST : Nil

18.2 CONFIDENTIAL LATE ITEM – SPONSORSHIP PROPOSAL AVIAIR

File No: TT.551
Responsible Executive Officer: Director Strategic Projects & Infrastructure
Reporting Author: Director Strategic Projects & Infrastructure
Date of Report: 15/03/2018
Applicant/Proponent: AVIAIR
Disclosure of Interest: Nil
Attachment(s) Nil

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 154051
MOVED : Cr Cucel
SECONDED : Cr Bertling

1. That Council by **SIMPLE** Majority pursuant to Section 3.18 of the *Local Government Act 1995* **RESOLVES** to:
 - a) **AGREE** to enter in to a sponsorship agreement with AVIAIR to provide regular passenger transport as part of the North West Flight Network proposal; and
 - b) **AUTHORISE** the Chief Executive Officer to negotiate a Sponsorship Agreement with AVIAIR and PRC Member Councils based on support to the following guiding principles:
 - i. Implementation of a twice weekly service from Karratha to multiple Airports in the Pilbara, Kimberley and Gascoyne
 - ii. A contribution of up to a maximum \$546,505 per annum for 2.5 years
 - iii. AVIAIR to underwrite any shortfall in providing the service
 - c) **REQUEST** that the Chief Executive Officer report back to Council on the status of the negotiations on a regular basis.

2. That Council by **ABSOLUTE** Majority pursuant to Section 6.12 of the *Local Government Act 1995* **RESOLVES** to agree to a waiver of landing fees for AVIAIR for a 2.5-year period to support the introduction of RPT North West Flight Network proposal.

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Miller, Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST : Nil

COUNCIL RESOLUTION

Res No : **154052**
MOVED : **Cr Cucel**
SECONDED : **Cr Smeathers**

That Council move out of camera.

CARRIED

FOR : Cr Long, Cr Bailey, Cr Bertling, Cr Cucel, Cr Evans, Cr Levissianos, Cr Miller,
Cr Nunn, Cr Scott, Cr Smeathers, Cr Waterstrom Muller
AGAINST : Nil

Council moved out of camera at 8.03 pm.

19 CLOSURE & DATE OF NEXT MEETING

The meeting closed at 8.04pm.

The next meeting is to be held on Monday, 16 April 2018 at 6:30pm at Roebourne Hall, Roebourne.

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 Monday, 19 March 2018.

..... Date ____ / ____ / ____