



ORDINARY COUNCIL MEETING

AGENDA

**NOTICE IS HEREBY GIVEN that an
Ordinary Meeting of Council will be held
in the Council Chambers, Welcome Road, Karratha,
on Monday, 10 December 2018 at 6.30pm**

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

**CHRIS ADAMS
CHIEF EXECUTIVE OFFICER**



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

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

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

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

WRITTEN CONFIRMATION

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

Signed:  _____
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.

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	OFFICIAL OPENING	5
2	PUBLIC QUESTION TIME.....	5
3	RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE PREVIOUSLY APPROVED.....	5
4	REQUESTS FOR LEAVE OF ABSENCE	6
5	DECLARATIONS OF INTEREST	6
6	PETITIONS/DEPUTATIONS/PRESENTATIONS.....	6
7	CONFIRMATION OF MINUTES AND BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETINGS	6
8	ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION	7
9	EXECUTIVE SERVICES.....	9
10	CORPORATE SERVICES	11
10.1	FINANCIAL STATEMENT FOR PERIOD ENDED 31 OCTOBER 2018.....	11
10.2	LIST OF ACCOUNTS – 26 OCTOBER 2018 TO 16 NOVEMBER 2018.....	35
10.3	WRITE OFF OF LEASE CHARGES AND ACCRUED PENALTY INTEREST FOR LOT 6 NORMAN ROAD, KARRATHA AIRPORT PRECINCT.....	57
10.4	KEY PERFORMANCE MEASURES FOR QUARTER 1 OF 2018-19	61
10.5	INFORMATION SYSTEMS POLICY REVIEWS.....	67
11	COMMUNITY SERVICES	71
11.1	SPORTS LIGHTING WORKS PLAN	71
11.2	REMIBURSEMENT SCHEME FOR COMMUNITY SAFETY PRODUCTS.....	77
11.3	REVIEW POLICY CS-24 COMMUNITY ENGAGEMENT.....	85
11.4	COMMUNITY GRANTS AND CONTRIBUTIONS SCHEME	89
12	DEVELOPMENT SERVICES.....	97
12.1	DEVELOPMENT APPLICATION – PROPOSED MICRO-BREWERY – LOT 100 MOOLIGUNN ROAD, KARRATHA INDUSTRIAL ESTATE	97
12.2	DOGS LOCAL LAW AND DOG EXERCISE AREAS	107
12.3	KARRATHA TOURISM AND VISITOR CENTRE FEES AND CHARGES.....	113

12.4	RETROSPECTIVE APPLICATION FOR TEMPORARY DEVELOPMENT APPROVAL FOR EXISTING CONCRETE BATCHING PLANT AT LOT 396 CINDERS ROAD, BURRUP	117
12.5	DEVELOPMENT APPLICATION DA18114 – PROPOSED ROAD FREIGHT TERMINAL – LOT 581 CINDERS ROAD, BURRUP	127
12.6	ECONOMIC DEVELOPMENT STRATEGY	135
12.7	REQUEST TO INITIATE SCHEME AMENDMENT – ADDITIONAL USE: RESTRICTED NOXIOUS INDUSTRY FOR LOT 178 STURT PEA ROAD, WICKHAM 139	
13	STRATEGIC PROJECTS & INFRASTRUCTURE	145
13.1	BAYLY AVENUE RECONSTRUCTION DESIGN CONCEPTS.....	145
13.2	PROCUREMENT OF PRIMARY WASTE SHREDDER	153
13.3	VILLAGE ROAD CULVERT UPGRADE.....	157
14	ITEMS FOR INFORMATION ONLY.....	161
14.1	REGISTER OF DOCUMENTS STAMPED WITH THE CITY OF KARRATHA COMMON SEAL.....	162
14.2	RECORD OF TENDERS AWARDED BY THE CHIEF EXECUTIVE OFFICER UNDER DELEGATION	163
14.3	MONTHLY BUILDING STATISTICS.....	164
14.4	MONTHLY PLANNING STATISTICS	167
14.5	MONTHLY ENVIRONMENTAL HEALTH STATISTICS.....	176
14.6	MONTHLY RANGER & EMERGENCY MANAGEMENT STATISTICS	178
14.7	ECONOMIC DEVELOPMENT UPDATE.....	180
15	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	183
16	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	183
17	URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION.....	183
18	MATTERS BEHIND CLOSED DOORS	185
	CONFIDENTIAL ITEM 18.1 NEW ENERGY: EXTENSION TO CONDITIONS SUBSEQUENT	185
	CONFIDENTIAL ITEM 18.2 TENDER AWARD - MOOLIGUNN ROAD RECONSTRUCTION	185
	CONFIDENTIAL ITEM 18.3 THE VICTORIA HOTEL – ACTIVATION.....	185
	CONFIDENTIAL ITEM 18.4 APPOINTMENT OF CONSULTANTS TO DAMPIER MARINA185	
	ATTACHMENT TO ITEM 13.3 PROCUREMENT OF PRIMARY WASTE SHREDDER	185
	ATTACHMENT TO ITEM 13.4 VILLAGE ROAD CULVERT UPGRADE	185
19	CLOSURE & DATE OF NEXT MEETING	187

AGENDA

1 OFFICIAL OPENING

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

2 PUBLIC QUESTION TIME

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

Councillors:

- Cr 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:

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:

Absent:

Leave of Absence:

Members of Public:

Members of Media:

4 REQUESTS FOR LEAVE OF ABSENCE

5 DECLARATIONS OF INTEREST

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

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

OFFICER'S RECOMMENDATION

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

8 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

Mayor
01/11/2018 – Meeting with Melissa Price
01/11/2018 – Tourism Advisory Group Meeting
01/11/2018 – Meeting with Woodside
02/11/2018 – Meeting with Rio Tinto
02/11/2018 – Pilbara for Purpose Awards Dinner
05/11/2018 – Meeting with the Pilbara Regiment
06/11/2018 – Meeting with John Hamilton
07/11/2018 – Wickham Key Stakeholder meeting
08/11/2018 – Pilbara Regional Council Meeting
11/11/2018 – Remembrance Day Ceremony
12/11/2018 – Coastal Community Environment Forum
12/11/2018 – Councillor Briefing Session
12/11/2018 – Local Government Act Review Forum
15/11/2018 – Regional Capitals Alliance WA Meeting
15/11/2018 – KDCCI Business Afterhours hosted by Rio Tinto
16/11/2018 – Murujuga Rock Art Stakeholder Reference Group Community Forum
16/11/2018 – City of Karratha & Rio Tinto Community Infrastructure & Services Partnership Celebration
16/11/2018 – City of Karratha Audit and Organisational Risk Committee Meeting
19/11/2018 – Walkington Awards Ceremony
19/11/2018 – Ordinary Council Meeting
21/11/2018 – 23/11/2018 OECD Meeting of Mining Regions and Cities Conference
27/11/2018 – Meeting with the Hon Matthew Canavan
27/11/2018 – Meeting with the Hon Melissa Price
27/11/2018 – Meeting with the Hon Scott Buchholz
27/11/2018 – Meeting with Hon Anthony Albanese
27/11/2018 – Meeting with the Department of Infrastructure, Regional Development & Cities
27/11/2018 – Meeting with the office of the Hon Peter Dutton
27/11/2018 – Regional Capitals Australia Board Meeting
28/11/2018 – Regional Capitals Australia Federal Delegations
29/11/2018 – WALGA Climate Change Forum: Renewable Technologies Event
30/11/2018 – Quarterly Grant Presentation Evening

9 EXECUTIVE SERVICES

10 CORPORATE SERVICES

10.1 FINANCIAL STATEMENT FOR PERIOD ENDED 31 OCTOBER 2018

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Management Accountant
Date of Report:	21 November 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 October 2018.

BACKGROUND

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

2018/19	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	YTD Variance	Variance %	Impact on Surplus
Operating Revenue (incl. Rates)	107,996,498	107,996,498	70,181,083	58,721,150	(11,459,933)	-16.3%	↓
Operating Expense	(93,498,864)	(93,498,864)	(33,443,538)	(28,836,740)	4,606,798	-13.8%	↑
Non Operating Rev	25,490,997	25,490,997	1,185,582	1,548,462	362,880	30.6%	↑
Non Operating Exp	(64,334,027)	(64,334,027)	(24,335,865)	(11,610,621)	12,725,244	-52.3%	↑
Non Cash Items Included	20,904,732	20,904,732	6,998,185	5,618,116	(1,380,069)	-19.7%	↓
Restricted Surplus BFWD 17/18	2,493,705	2,493,705	2,493,705	831,611	(1,662,094)	-66.65%	
Unrestricted Surplus BFWD 17/18	1,019,841	1,019,841	1,019,841	2,564,089	1,544,248	151.42%	
Surplus/(Deficit) 18/19	72,882	72,882	24,098,993	28,836,066	4,737,073		

This table shows that Council is currently in a surplus position of \$28.8m, a positive variance of \$4.73m compared to the budgeted year to date surplus position of \$24m, which reflects timing differences for major projects.

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

Operating Revenue	
5,500,000	▼ Contributions - Red Earth Arts Precinct - Due to delays in Variation sign off by the Minister, this payment is yet to be received. Updated cashflow was adjusted at November Budget Review.
1,502,153	▼ Contribution - Wickham Recreation Facility - Timing difference
1,270,501	▼ Local Govt Programs - Road Projects Grants - HVSP grant endorsement delayed works commencing on Moolgunn Road.
446,340	▼ Contaminated Waste Disposal Fees - Delivery of Class III waste delayed. This was addressed at the November Budget Review.
429,857	▼ Industrial/Commercial Refuse Disposal Fees - Delivery of Commercial waste less than forecast was addressed at November Budget Review.
341,478	▼ KTA Airport Revenue - Aviation Revenue Landings - Timing difference was addressed at the November Budget Review
300,000	▼ Contributions to Wickham Community Hub - Timing difference was addressed at the November Budget Review
290,531	▼ Interim Rates - Interim valuation for Yara Pilbara pipeline – Landgate incorrectly gave valuation for whole reserve initially, rather than just the sub-let areas for the pipeline, and as such 2017/18 & 2018/19 rates were overcharged. These were adjusted at the November Budget Review.
281,694	▲ KTA Airport Revenue- Property Rental Revenue - Cashflow issues with additional revenue. Adjustments were completed for the November Budget Review
9,799,166	▼ Net variance
Operating Expenditure	
1,472,899	▲ Depreciation Roads & Streets - Infrastructure assets were revalued as at 30 June 2018, and values were based on their different characteristics within this class, which saw a reduction in valuations overall of \$130m. This was addressed at the November Budget Review
665,529	▲ Wickham Community Hub Squash Courts (not Council Asset), Rectification works delayed. Work now to be completed in 2nd financial quarter
376,000	▲ International Flights Setup Costs - Ceased payments under Sponsorship Agreement. This was addressed at November Budget Review
324,690	▲ Landfill Operations - Variance exists due to timing difference, YTD expenditure is on target with budget
299,269	▲ Refuse Site Maintenance - 7 Mile (Dom/Comm) - Under expenditure in salaries and overheads however these costs were allocated to another account for staff leave
270,837	▼ Plant-Repairs - Overheads addressed at Q1 review. Major reactive works on Bomag, however a pending insurance claim seeking reimbursement is anticipated to offset repairs of approximately \$30k
2,867,550	▲ Net variance
Non Operating Expenditure	
2,712,061	▲ Capital-Buildings & Infrastructure -Wickham Community Hub - Project on budget, cashflow was adjusted at November Budget Review
2,380,074	▲ Tsf to Partnership Reserve - Timing. Payment of partnership funds delayed
2,178,470	▲ Karratha Airport - International Terminal Compliance Works - Project currently on hold and was addressed at November Budget Review.
1,483,714	▲ Class III Cell Construction - The forecast expenditure for July includes works completed in June and was therefore posted to 2017/18 budget. Practical completion has been achieved and cashflow was adjusted at November Budget Review
790,686	▲ Karratha Airport - La31 Hangar Project - Cashflows were adjusted at November Budget Review to reflect delayed start of contractor on site
437,666	▲ Purchase - Plant Roads & Streets - Timing difference for the purchase of a Flocon Truck and Prime Mover
343,685	▲ Depot Masterplan Stage 3 - Carpark Upgrade - Works were completed in 2017/18 and cashflows were adjusted at November Budget Review
260,593	▲ Depot Masterplan Stage 3 - Admin Bldg Refurb - Project complete. Under expenditure of contingency to be expended on other works at the Depot and adjustments were corrected at the November Budget Review
10,586,949	▲ 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 October 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	7.27
Asset Sustainability Ratio Capital Renewal and Replacement Expenditure ÷ Depreciation	> 0.90	0.63	0.87
Operating Surplus Ratio Operating Surplus (excl. capital grants & contributions) ÷ Own Source Revenue	0 – 15%	7.0%	53.7%
Own Source Revenue Ratio Own Source Operating Revenue ÷ Operating Expenses	0.40 or above	0.92	1.91
Debt Service Cover Ratio Operating surplus before interest expense and depreciation ÷ Principal and interest Expense	> 2	40.4	146.7

Statement of Financial Position

	2018 October	2018 September	% change
Current			
Assets	96,891,436	104,452,400	-7.24%
Liabilities	9,830,539	9,600,825	2.39%
Non Current			
Assets	680,588,232	678,747,126	0.27%
Liabilities	1,109,428	1,109,428	0.00%
Net Assets	766,539,700	772,489,272	

Current Assets have decreased by 7.24% compared to September and is due to a decrease in rates and debtors outstanding. Current Liabilities have increased by 2.39% compared to September, and is primarily due to an increase in accounts payable. Non-Current Assets have increased by 0.27% as progress is being made on the capital works program including the Wickham Community Hub, reseal and gravel resheeting program works. There has been no change to the Non-Current Liabilities balance.

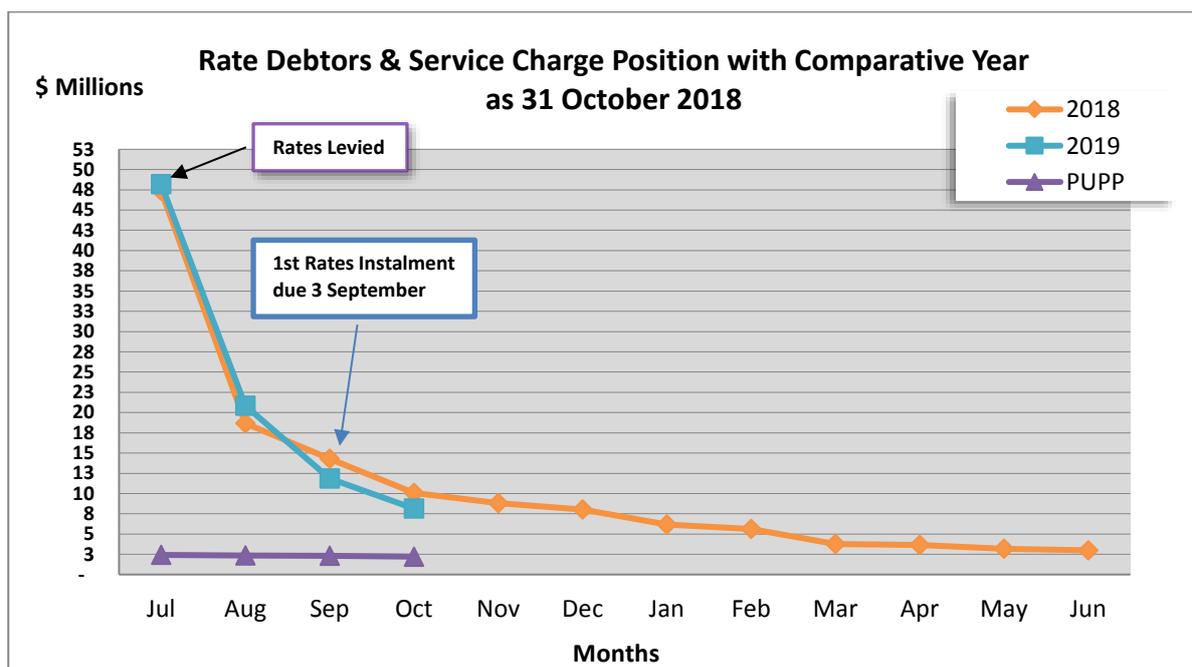
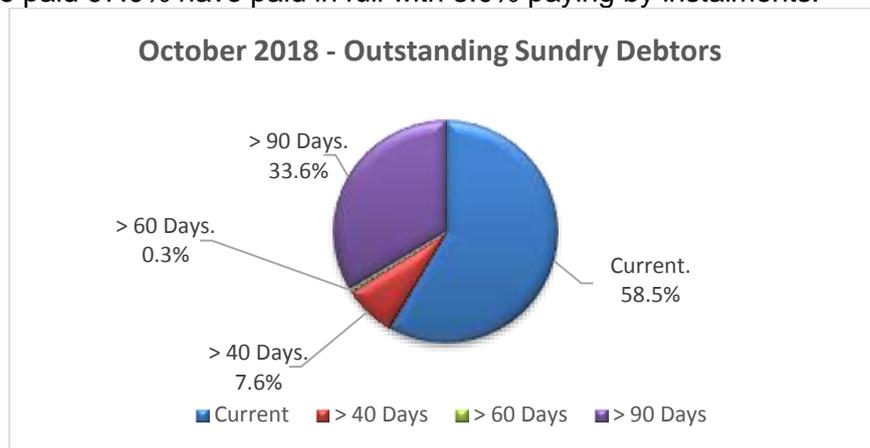
Debtors Schedule

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

	2018 October	2018 September	Change %	Of Current Total %
Non Rate Debtors				
Current	1,697,487	4,675,617	-64%	59%
> 40 Days	219,022	24,120	808%	8%
> 60 Days	8,321	26,448	-69%	0%
> 90 Days	975,646	996,880	-2%	34%
Total	2,900,476	5,723,065	-49%	100%
Rates Debtors				
Total	9,872,745	11,847,058	-17%	100%
PUPP Debtors				
Total	2,209,315	2,294,329	-4%	100%

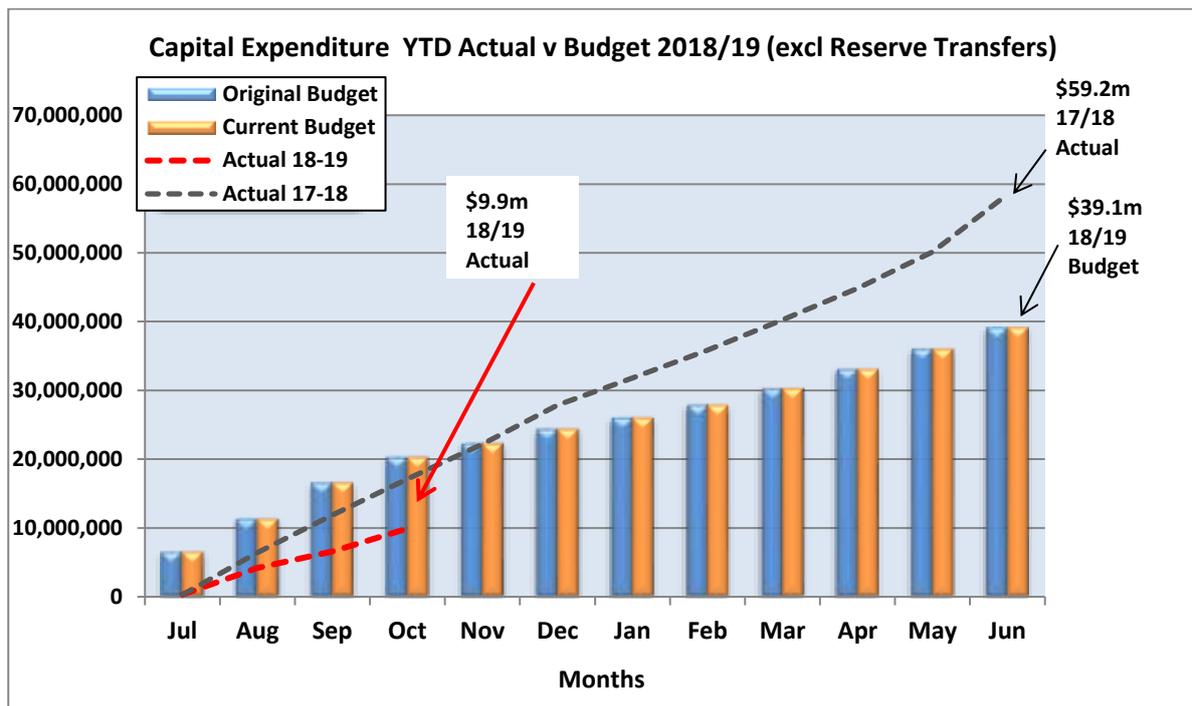
The balance of Rates Debtors has decreased from September 2018 with approximately 77.2% of rates collected to date.

There was a slight decrease of 4% in the PUPP Debtors balance as PUPP instalment payments have been received. PUPP payments have now received on 99.5% of properties, and of those paid 97.0% have paid in full with 3.0% paying by instalments.



Debtor	Total	Current	40 Days	60 Days	>90 Days	Comments
BP Australia Pty Ltd (Air BP)	\$6,501.90	\$944.68	\$5,557.22			September and October Annual Service Charges for tenancy at Karratha Airport.
Europcar (CLA Trading Pty Ltd)	\$16,088.99	\$6,011.60	\$10,077.39			Relates to Annual Service Charges, November & December rent & October utility charges for tenancy at Karratha Airport. Advised payment will be received 22/11/2018.
Frank Smith	\$41,593.20				\$41,593.20	Relates to demolition costs due to uninhabitable dwelling. Debt has been registered against property. Keystart has relinquished the mortgage after being unable to sell the property. No change from last month.
Otan Karratha Pty Ltd	\$742,948.00				\$742,948.00	Contributions to Effluent Reuse Scheme and Nickol West Park expansion. CS Legal have received info from officers and are currently drafting Statement of Claim. No change from last month.
Rambla Pty Ltd	\$111,400.71	\$36,798.98	\$6,698.37	\$953.05	\$66,950.31	Outstanding rent and utility charges. Debtor has agreed to a payment arrangement of \$6k per week and continues to make payments. No change from last month.
Toll Priority	\$12,814.62	\$5,489.41	\$7,325.21			Relates to November & December rent, September utility charges and Annual Service Charges for tenancy at Karratha Airport. Advised that payment will be received by end of November.
Wildwater Holdings Pty Ltd T/as United Party Hire	\$12,760.49	\$212.33		\$107.91	\$12,440.25	Recovery of unacquitted grant funds for 'Rides n Slides' event. Operator provided an insufficient Statutory Declaration affirming receipts have been misplaced, officers are liaising with the debtor to provide an adequate Statutory Declaration to acquit the grant. No change from last month.

Capital Expenditure



Council’s 2018/19 current Capital Expenditure budget is \$39.1 million, with the majority associated with major projects including Wickham Community Hub, Landfill Construction, Karratha Airport LA31 Hanger Project, Dampier Palms and Hampton Oval Redevelopment Project and other infrastructure improvements. The following table shows capital expenditure is 25.4% on target with annual budget for the financial year.

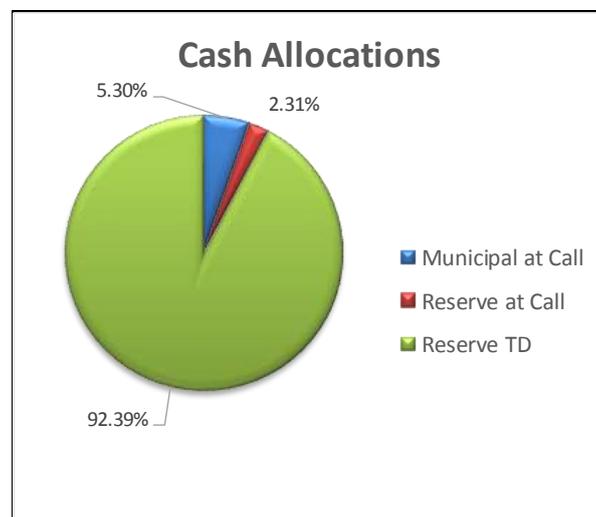
Asset Class	YTD			Annual	
	YTD Amended Budget	YTD Actual	Variance %	Annual Orig Budget	Annual Amend Budget
	31-Oct-18			30-Jun-19	
Land	0	0	0%	0	0
Artwork	40,000	9,800	-76%	200,000	200,000
Buildings	8,812,538	3,310,199	-62%	11,924,695	11,924,695
Equipment	0	34,035	0%	257,740	257,740
Furn & Equip	289,996	22,222	-92%	677,000	677,000
Plant	751,500	221,407	-71%	1,723,500	1,723,500
Infrastructure	10,335,005	6,319,215	-39%	24,335,934	24,335,934
Totals	20,229,039	9,916,877	-51%	39,118,869	39,118,869

Further detail on these variances is included later in this report in the variance commentary by Program in the Statement of Financial Activity.

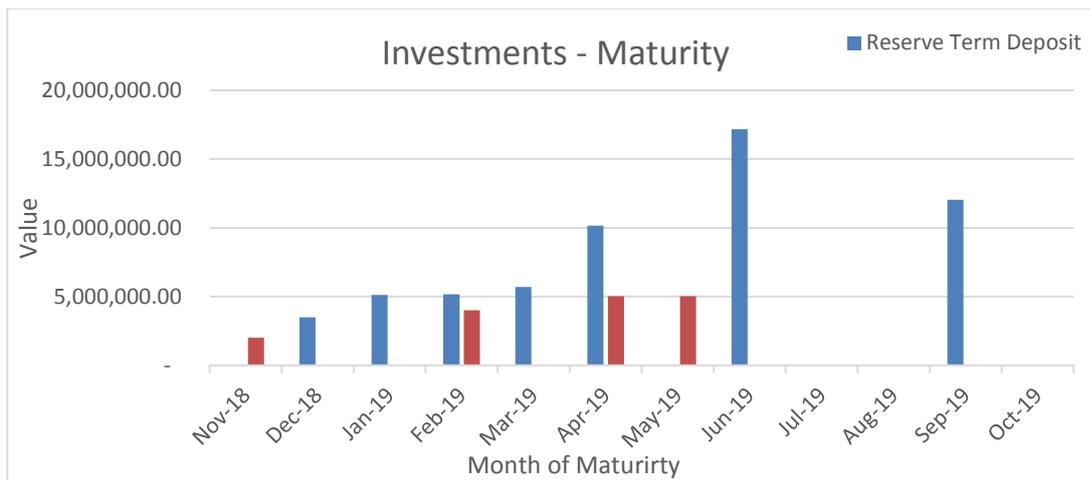
Cash and Investments

Institution	Accounts	Principal Investment \$	Balance 31 Oct 2018 \$	Interest %	Investment Term	Maturity
RESERVE FUNDS						
WBC	Business Premium Cash Reserve		4,681,908	1.30	At Call	
WBC	Reserve Term Deposit	3,500,000	3,505,135	2.55	2 months	Dec-18
WBC	Reserve Term Deposit	5,000,000	5,109,545	2.72	12 months	Jan-19
WBC	Reserve Term Deposit	5,064,274	5,159,348	2.73	12 months	Feb-19
WBC	Reserve Term Deposit	5,595,895	5,693,507	2.73	12 months	Mar-19
WBC	Reserve Term Deposit	10,000,000	10,153,282	2.84	12 months	Apr-19
WBC	Reserve Term Deposit	7,045,698	7,124,362	2.83	12 months	Jun-19
BANKWEST	Reserve Term Deposit	10,000,000	10,035,153	2.73	9 months	Jun-19
NAB	Reserve Term Deposit	12,000,000	12,042,493	2.75	12 months	Sep-19
MUNICIPAL FUNDS						
BANKWEST	Municipal Term Deposit	2,000,000	2,007,545	2.55	2 months	Nov-18
CBA	Municipal Term Deposit	4,000,000	4,016,037	2.71	5 months	Feb-19
BANKWEST	Municipal Term Deposit	5,000,000	5,020,047	2.71	7 months	Apr-19
BANKWEST	Municipal Term Deposit	5,000,000	5,020,047	2.71	8 months	May-19
WBC	Municipal (Transactional)	-	2,581,490	1.20	At Call	
N/A	Cash on Hand	-	17,805			
		Total	82,167,704			

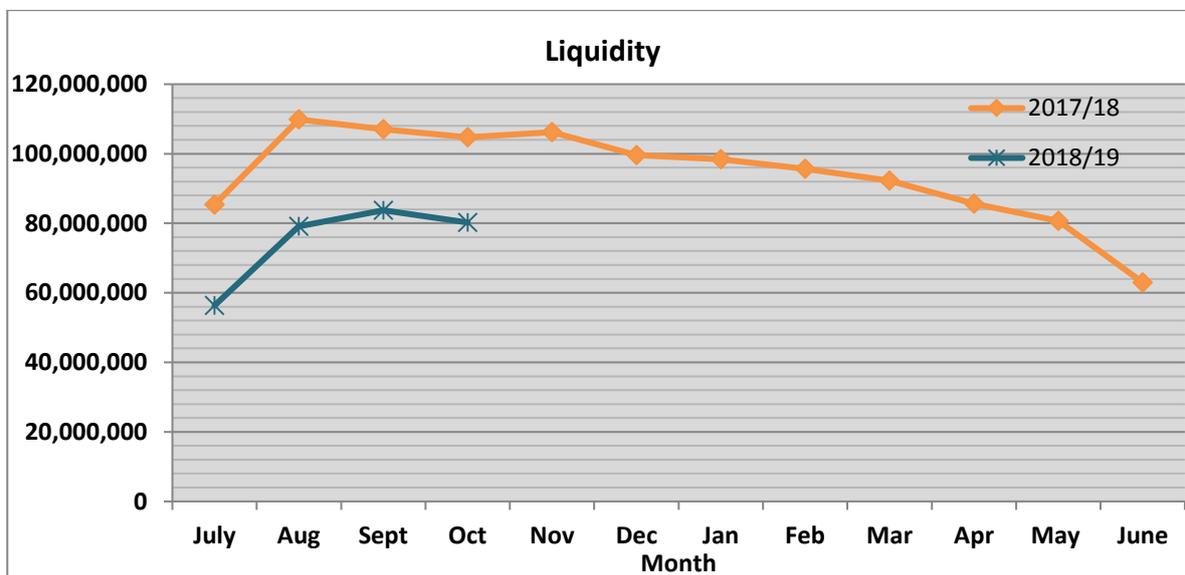
The balance of all Term Deposits includes interest accrued to 31 October 2018.



The Reserve Bank cash rate (overnight money market interest rate) remained steady during October at 1.5%. The Municipal funds held with Westpac Bank are currently earning 1.10% interest on balances between \$1m and \$5m in the everyday account and amounts greater than \$5m will earn 1.20%



The liquidity graph for 2018/19 demonstrates a slight decrease in liquidity from September 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 - Oct 2018 \$	Year to Date – Oct 2018 \$	Life to Date – Oct 2018 \$
Total Income Received	188,776	906,187	2,766,175
Total Expense Paid	(141,626)	(563,911)	(1,782,068)
Net Income	47,150	342,276	984,107
Annualised ROI	2.8%	5.1%	3.7%

The reduced return on investment for October 2018, was influenced by the quarterly payment for Body Corporate Fees and payment of two months for Security Contract costs.

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

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

LEVEL OF SIGNIFICANCE

Financial integrity is essential to the operational viability of the 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 October 2018 with a year to date budget surplus position of \$24,098,993 (comprising \$21,605,288 unrestricted surplus and \$2,493,705 restricted surplus) and a current surplus position of \$28,836,066 (comprising \$28,004,455 unrestricted surplus and \$831,611 restricted surplus). The restricted balance comprises PUPP service charges levied in 2014/15.

STRATEGIC IMPLICATIONS

This item is relevant to the Council’s approved Strategic Community Plan 2016-2026 and Corporate Business Plan 2016-2021. In particular, the Operational Plan 2018-2019 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	The completion of the Monthly Financial Activity Statement report is a control that monitors this risk
Service Interruption	Nil	Nil
Environment	Nil	Nil
Reputation	Low	There are no identified risks of a greater level associated with the Officer’s recommendation
Compliance	Low	There are no identified risks of a greater level associated with the Officer’s recommendation

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

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

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 October 2018.

City of Karratha
Statement of Comprehensive Income
By Nature or Type
for the period ending 31 October 2018

	Original Budget	Amended Budget	Budget YTD	Actual YTD	Material Variance ≥10%	\$50,000 or more	2017/18
	\$	\$	\$	\$	%	\$	\$
Revenue							
Rates	41,399,792	41,399,792	41,042,148	40,492,406	-	(549,742)	40,443,321
Fees and Charges	42,894,865	42,894,865	15,766,009	13,836,381	-12.24%	(1,929,628)	36,924,677
Operating Grant, Subsidies and Contributions	12,246,995	12,246,995	5,366,797	2,919,854	-45.59%	(2,446,943)	9,022,035
Interest Earned	2,126,232	2,126,232	749,843	884,058	17.90%	134,215	3,161,870
Proceeds/Realisation	-	-	-	-	-	-	0.00
All Other	914,498	914,498	286,606	350,968	22.46%	64,362	2,744,707
	<u>99,582,382</u>	<u>99,582,382</u>	<u>63,211,403</u>	<u>58,483,667</u>	-	<u>(4,727,736)</u>	<u>92,296,610</u>
Expenses							
Employee Costs	(32,541,395)	(32,541,395)	(11,042,212)	(11,515,274)	-	(473,062)	(33,781,501)
Materials and Contracts	(30,222,129)	(30,222,129)	(10,710,303)	(7,041,099)	-34.26%	3,669,204	(35,701,391)
Utilities (gas, electricity, water etc)	(5,573,095)	(5,573,095)	(1,922,156)	(1,585,641)	-17.51%	336,515	(5,327,723)
Interest Expenses	(10,106)	(10,106)	0	987	-	-	(9,703)
Depreciation	(20,831,619)	(20,831,619)	(6,990,529)	(5,791,523)	-17.15%	1,199,006	(20,623,163)
Insurance Expenses	(1,454,133)	(1,454,133)	(1,515,307)	(1,630,071)	-	(114,764)	(1,610,103)
Other Expenses	(2,790,858)	(2,790,858)	(1,255,375)	(1,274,118)	-	-	(5,341,372)
	<u>(93,423,335)</u>	<u>(93,423,335)</u>	<u>(33,435,882)</u>	<u>(28,836,740)</u>	-	<u>4,599,142</u>	<u>(102,394,956)</u>
	6,159,047	6,159,047	29,775,521	29,646,927			(10,098,345)
Non Operating Grants, Subsidies and Contributions							
Contributions	8,411,700	8,411,700	6,969,680	237,483	-96.59%	(6,732,197)	19,539,454
Profit on Asset Disposal	2,416	2,416	-	-	-	-	32,812
(Loss) on Asset Disposal	(75,529)	(75,529)	(7,656)	0	-100.00%	-	(135,544)
(Loss) on revaluation of Artwork & Sculptures	-	-	-	-	-	-	(458,379)
Net Result	<u>14,497,634</u>	<u>14,497,634</u>	<u>36,737,545</u>	<u>29,884,410</u>			<u>8,879,998</u>
Other Comprehensive Income							
<i>Items that will not be reclassified subsequently to profit or loss</i>							
Changes on Revaluation of non-current Assets	0	0	0	0			(130,250,998)
Total other comprehensive income	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>			<u>(130,250,998)</u>
Total Comprehensive Income	<u>14,497,634</u>	<u>14,497,634</u>	<u>36,737,545</u>	<u>29,884,410</u>			<u>(121,371,000)</u>

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 provide an explanation of these variances. Further details are provided later in this report in the variance commentary by Program in the Statement of Financial Activity.

Variance Commentary by Nature & Type

Revenues from Operations	Material Variance		Significant Items	
Fees & Charges	-12.24%	1,929,628	1,198,576	▼ KTA Airport Revenue - Aviation Revenue Landings - Timing difference addressed at the November Budget Review.
			446,340	▼ Contaminated Waste Disposal Fees - DWER delay in licence amendment, budget to remain and actual income adjusted. Class III waste income is imminent
			429,857	▼ Industrial/Commercial Refuse Disposal Fees - Delivery of Commercial Waste less than forecast and was addressed at the November Budget Review
			336,146	▼ KTA Airport Revenue - Reimbursement Recoverables - Security and Screening Timing difference was addressed at the November Budget Review
			281,694	▲ KTA Airport Revenue- Property Rental Revenue - Cash flow issues with additional revenue. Adjustments were completed for the November Budget Review
			188,144	▲ Liquid Waste Disposal Fees - Increase in income due to lowered disposal costs, budget was adjusted at the November Budget Review
			122,680	▼ Rates Instalment Charges included interest which has since been reclassified to Interest Earned. This was addressed at the November Budget Review
			35,738	▲ Red Earth Arts Festival Income is lower than anticipated, however this is being offset against greater than expected hire income for bookings for meetings and social events for companies and groups
Operating Grants, Subsidies & Contributions	-45.14%	2,293,001	1,500,000	▼ Contribution to Wickham Recreation Facility Operations from RTIO - Timing difference addressed at the November Budget Review
			320,000	▼ Arts & Culture Program Events Income - Timing difference addressed at the November Budget Review
			300,000	▼ Contribution to Wickham Community Hub - Timing difference addressed at the November Budget Review
			189,000	▼ Cossack Grant Income
			146,200	▼ Cossack Art Program Contributions
			85,909	▲ Local Govt Programs - Direct Road Grants - Grant increased for 18/19 and was adjusted at the November Budget Review
			57,128	▲ Investment Property - The Quarter - Contributions
			55,000	▼ Contributions Parks & Gardens from Yara Industries for Heasons Cove Revegetation - Timing difference addressed at the November Budget Review
Interest Earned	17.90%	134,215	97,000	▲ Rates Instalment interest charge budget was reclassified from Fees & Charges and was reallocated at the November Budget Review
Expenses from Operations	Material Variance		Significant Items	
Materials & Contracts	-34.26%	3,669,204	915,942	▲ Economic Development Projects including International Flights Setup Costs - Ceased payments under Sponsorship Agreement. This was addressed at November Budget Review
			678,872	▲ Wickham Community Hub Squash Courts (not Council Asset), Rectification works delayed. Work now to be completed in 2nd financial quarter
			166,784	▲ Footpath & Kerb Maintenance works are continuing, however Kerb Renewal expenditure is being reallocated to a capex account
			147,179	▼ Dampier Community Hub - Mtce & Defect Works - Timing difference
			143,825	▲ KTA Airport - Landside Mtce - Delay to certain works including HvLv generator works
			143,702	▲ Oval Maintenance Bulgarra - Turf reno and Fertilising invoicing yet to be processed. Leisureplex Oval Maintenance - Waiting on turf reno invoice to be issued and processed. Top dressing has been rescheduled from Oct to Dec
			123,835	▲ General Waste and Recycling Collection - Timing difference, Invoice processing delay, also an underspend of \$43k has occurred and was addressed at November Budget Review

Expenses from Operations	Material Variance		Significant Items	
Materials & Contracts (cont.)			107,212 ▼	Wickham Community Hall Refurb - Budget held in Capex Account and was addressed at the November Budget Review
			98,670 ▲	Investment Property - The Quarter Bldg and Carpark
			95,576 ▲	Red Earth Arts Precinct -.Program expenses are settling in and costs were estimated. This was addressed at the November Budget Review
			87,385 ▲	KTA Airport - Karratha Terminal Building - Op Exp, Timing difference
			84,852 ▼	Open Space/Drain Reserve Mtce - Increase in works due to late rain in May, cash flow was rectified at the November Budget Review
			80,856 ▲	Cossack Art Awards Expenses - Reduced expenditure in line with reduced income
			73,980 ▲	Tourism Development
			68,670 ▲	Street Tree Maintenance - Waiting on annual Street Tree Pruning invoice - Timing difference
			62,072 ▼	P&G - Nickol Skate Park Cnr Falcon & Kookaburra - ERS supply limited through Water Corp filter system deterioration, increase in use of potable water, garden upgrade due to retic vandalism resulting in loss of plant.
			60,452 ▲	Office Expenses - Community Development
			60,056 ▼	REAP - Merchandise Expenses
			58,373 ▲	Street Sweeping - Timing difference, invoice yet to be processed
Utilities	-17.51%	336,515	73,420 ▲	Street Lights - Electricity - Timing
			65,160 ▲	KTA Airport - Recoverable - Timing
			58,997 ▲	Red Earth Arts Precinct - Facility - Timing
Depreciation	-17.15%	1,199,006	1,199,006 ▲	Infrastructure assets were revalued as at 30 June 2018, and values were based on their different characteristics within this class, which saw a reduction in valuations overall of \$130m. This was addressed at the November Budget Review
Non Operating Grants	Material Variance		Significant Items	
Non Operating Grants, Subsidies & Contributions	-96.59%	6,732,197	5,500,000 ▼	Contributions - Red Earth Arts Precinct - Due to delays in Variation sign off by the Minister, this payment is yet to be received. Updated cashflow was adjusted at November Budget Review.
			1,270,501 ▼	Local Govt Programs - Road Projects Grants - HVSP grant endorsement delayed works commencing on Mooligunn Road.

City of Karratha

Statement of Financial Activity
for the period ending 31 October 2018

	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	46,763,288	46,763,288	42,894,617	42,346,481	-	(548,136)	↓
Governance	43,480	43,480	21,070	24,222	14.96%	-	
Law, Order And Public Safety	566,021	566,021	153,559	186,854	21.68%	-	
Health	149,800	149,800	6,050	17,647	194.99%	-	
Education and Welfare	58,608	58,608	19,636	29,450	49.98%	-	
Housing	592,840	592,840	196,302	237,431	20.95%	-	
Community Amenities	13,352,759	13,352,759	6,257,891	5,539,347	-11.48%	(718,344)	↓
Recreation And Culture	21,928,049	21,928,049	12,090,616	4,165,714	-65.55%	(7,824,902)	↓
Transport	23,863,409	23,863,409	8,206,173	5,793,204	-29.40%	(2,412,969)	↓
Economic Services	421,945	421,945	182,150	199,630	-	-	
Other Property And Services	256,299	256,299	153,219	180,969	18.11%	-	
	107,996,498	107,996,498	70,181,083	58,721,150	-16.33%	(11,459,933)	
Expenses (Applications)							
General Purpose Funding	(1,573,030)	(1,573,030)	(601,064)	(665,034)	10.64%	(63,970)	↓
Governance	(2,866,749)	(2,866,749)	(1,251,634)	(1,084,502)	-13.35%	167,132	↑
Law, Order And Public Safety	(1,443,485)	(1,443,485)	(531,495)	(482,521)	-	-	
Health	(1,294,185)	(1,294,185)	(465,067)	(481,202)	-	-	
Education and Welfare	(197,120)	(197,120)	(79,962)	(60,289)	-24.60%	-	
Housing	(387,900)	(387,900)	(239,763)	(258,123)	-	-	
Community Amenities	(16,710,961)	(16,710,961)	(5,812,748)	(4,162,088)	-28.40%	1,550,660	↑
Recreation And Culture	(36,869,056)	(36,869,056)	(13,398,838)	(12,374,152)	-	1,024,686	↑
Transport	(29,892,240)	(29,892,240)	(10,112,348)	(7,902,073)	-21.86%	2,210,275	↑
Economic Services	(2,170,565)	(2,170,565)	(665,578)	(496,408)	-25.42%	169,170	↑
Other Property And Services	(103,513)	(103,513)	(285,041)	(880,348)	201.83%	(575,307)	↓
	(93,498,864)	(93,498,864)	(33,443,538)	(28,836,740)	-13.77%	4,606,796	
Non Operating							
Revenue							
Proceeds From Disposal Of Assets	499,550	499,550	97,550	0	-100.00%	(97,550)	↓
Tsf From Aerodrome Reserve	1,515,906	1,515,906	0	0	-	-	
Tsf From Plant Replacement Reserve	0	0	0	0	-	-	
Tsf From Infrastructure Reserve	14,585,419	14,585,419	0	0	-	-	
Tsf From Partnership Reserve	7,194,049	7,194,049	0	384,572	-	384,572	↑
Tsf From Waste Management Reserve	0	0	0	0	-	-	
Tsf From Dampier Drainage Reserve	0	0	0	0	-	-	
Tsf From Wakington Theatre Reserve	0	0	0	0	-	-	
Tsf From Workers Comp Reserve	0	0	0	0	-	-	
Tsf From Employee Entitlements Reserve	0	0	0	0	-	-	
Tsf From Community Development Reserve	0	0	0	0	-	-	
Tsf From Mosquito Control Reserve	0	0	0	0	-	-	
Tsf From Medical Services Assistance Reserve	54,396	54,396	0	0	-	-	
Tsf From Carry Forward Budget Reserve	1,157,645	1,157,645	980,252	1,133,029	15.59%	152,777	↑
Tsf From Restricted Funds Reserve	0	0	0	0	-	-	
Tsf From Pilbara Underground Power Reserve	0	0	0	0	-	-	
Tsf From Economic Development Reserve	400,000	400,000	90,000	0	-100.00%	(80,000)	↓
New Loans Raised	0	0	0	0	-	-	
Other Loan Principal Income	0	0	0	0	-	-	
Repayments Of Self Supporting Loans	84,032	84,032	27,780	30,861	11.09%	-	
Groups	-	-	-	-	-	-	
	25,490,997	25,490,997	1,185,582	1,548,462	30.61%	362,880	

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

	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	Material Variance >=10%	\$50,000 or more	Impact on Surplus
	\$	\$	\$	\$	%	\$	
Non Operating							
Expenses							
Purchase Of Assets - Land	0	0	0	0	-	-	
Purchase Of Assets - Artwork	(200,000)	(200,000)	(40,000)	(9,800)	-75.50%	-	
Purchase Of Assets - Buildings	(11,824,695)	(11,824,695)	(8,812,538)	(3,310,199)	-62.44%	5,502,339	↑
Purchase Of Assets - Equipment	(257,740)	(257,740)	0	(34,035)	-	-	
Purchase Of Assets - Furniture & Equipment	(777,000)	(777,000)	(289,996)	(22,222)	-92.34%	267,774	↑
Purchase Of Assets - Plant	(1,723,500)	(1,723,500)	(751,500)	(221,407)	-70.54%	530,093	↑
Purchase Of Assets - Infrastructure	(24,335,934)	(24,335,934)	(10,335,005)	(6,319,215)	-38.86%	4,015,790	↑
Loan Principal Repayments	(81,408)	(81,408)	0	(30,861)	-	-	
Tsf To Aerodrome Reserve	(48,832)	(48,832)	(16,246)	(36,416)	124.15%	-	
Tsf To Dampier Drainage Reserve	(276)	(276)	(92)	(89)	-	-	
Tsf To Plant Replacement Reserve	(10,533)	(10,533)	(3,519)	(7,099)	101.74%	-	
Tsf To Walkington Theatre Reserve	(836)	(836)	(279)	(270)	-	-	
Tsf To Workers Compensation Reserve	(14,105)	(14,105)	(4,712)	(4,545)	-	-	
Tsf To Infrastructure Reserve	(16,908,688)	(16,908,688)	(98,878)	(128,705)	30.17%	-	
Tsf To Partnership Reserve	(6,554,516)	(6,554,516)	(3,728,921)	(1,233,268)	-66.93%	2,495,653	↑
Tsf To Waste Management Reserve	(1,404,162)	(1,404,162)	(190,291)	(186,180)	-	-	
Tsf To Mosquito Control Reserve	(795)	(795)	(75)	(72)	-	-	
Tsf To Employee Entitlements Reserve	(114,958)	(114,958)	(38,406)	(41,156)	-	-	
Tsf To Community Development Reserve	(32,617)	(32,617)	(10,897)	(11,087)	-	-	
Tsf To Pilbara Underground Power Reserve	0	0	0	0	-	-	
Tsf To Medical Services Assistance Package	(10,167)	(10,167)	(3,396)	(3,276)	-	-	
Tsf To Carry Forward Budget Reserve	0	0	-	-	-	-	
Tsf To Restricted Funds Reserve	0	0	-	-	100.00%	-	
Tsf To Economic Development Reserve	(33,265)	(33,265)	(11,114)	(10,720)	-	-	
Interest Free Loan Principal	-	-	-	-	-	-	
	(64,334,027)	(64,334,027)	(24,335,865)	(11,610,621)	-52.29%	12,725,244	
Adjustment For Non Cash Items							
Depreciation	20,831,619	20,831,619	6,990,529	5,791,523	-17.15%	(1,199,006)	↓
Movement in Employee Benefit Provisions	-	-	-	-	-	-	
Movement in Accrued Interest	-	-	-	(987)	-	-	
Movement in Accrued Salaries & Wages	-	-	-	(172,420)	-	(172,420)	↓
Movement in Deferred Pensioner Rates	-	-	-	-	-	-	
(Profit) / Loss On Disposal Of Assets	73,113	73,113	7,656	-	-100.00%	-	
	20,904,732	20,904,732	6,998,185	5,618,116	-	(1,380,069)	
Restricted Surplus/(Deficit) B/Fwd 1 July	2,493,705	2,493,705	2,493,705	831,611	-66.65%	-	
Unrestricted Surplus/(Deficit) B/Fwd 1 July	1,019,841	1,019,841	1,019,841	2,564,089	151.42%	1,544,248	↑
Surplus / (Deficit)	72,882	72,882	24,098,993	28,836,066		4,737,073	

Variance Commentary by Program

In accordance with the materiality threshold adopted by Council for the reporting of variances by program in the Statement of Financial Activity, the following comments provide an explanation of these variances.

Revenues from Operations	Material Variance		Significant Items
Community Amenities	-11.48%	(718,344)	429,857 ▼ Industrial/Commercial Refuse Disposal Fees - Delivery of Commercial Waste less than forecast and was addressed at the November Budget Review
			446,340 ▼ Contaminated Waste Disposal Fees - D/WER delay in licence amendment, budget to remain and actual income adjusted. Class II waste income is imminent
			188,144 ▲ Liquid Waste Disposal Fees - Increase in income due to lowered disposal costs, budget was adjusted at the November Budget Review
Recreation & Culture	-65.55%	(7,924,902)	5,600,000 ▼ Contributions - Red Earth Arts Precinct - Due to delays in Variation sign off by the Minister, this payment is yet to be received. Updated cashflow was adjusted at November Budget Review.
			1,502,153 ▼ Contribution to Wickham Recreation Facility Operations from RTIO - Timing Difference
			330,000 ▼ Arts & Culture Program Events Income - Timing Difference
			300,000 ▼ Contribution to Wickham Community Hub - Timing Difference
			189,000 ▼ Cossack Art Program Grant Income - RTIO funding has not been received. New Sponsorship of \$30,000 unable to be secured
			146,000 ▼ Cossack Art Program Contributions
			55,000 ▼ Contributions Parks & Gardens from Yara Industries for Heasons Cove Revegetation - Timing difference
			35,738 ▲ Red Earth Arts Precinct Hire Income, greater than expected bookings for meetings and social events for companies and groups
Transport	-29.40%	(2,412,969)	1,270,501 ▼ Local Govt Programs - Road Projects Grants - HVSP grant endorsement delayed works commencing on Moolgunn Road.
			1,198,576 ▼ KTA Airport Revenue - Aviation Revenue Landings - Timing difference was addressed at the November Budget Review.
			281,694 ▲ KTA Airport Revenue- Property Rental Revenue - Cash flow issues with additional revenue. Adjustments were addressed at the November Budget Review
			341,478 ▼ KTA Airport Revenue - Reimbursement Recoverables - Security and Screening Timing difference were addressed at the November Budget Review
			85,909 ▲ Local Govt Programs - Direct Road Grants - Grant increased for 18/19 and has been adjusted at the November Budget Review
Expenses from Operations	Material Variance		Significant Items
General Purpose Funding	10.64%	(63,970)	64,539 ▼ Investment Property - The Quarter Bldg & Carpark Op Costs
Community Amenities	-28.40%	1,650,660	782,899 ▲ Economic Development Projects - International Flights Setup Costs - Ceased payments under Sponsorship Agreement. This was addressed at November Budget Review
			324,690 ▲ Landfill Operations - Variance exists due to processing delay of invoices, YTD expenditure is on target with budget.
			299,269 ▲ Refuse Site Maintenance - 7 Mile (Dom/Comm) - Under expenditure in salaries and overheads however these costs were allocated to another account for staff leave
			133,043 ▲ Economic Development Initiatives - Solar and Wind Study was not completed in this period. Destination Management Plan was anticipated to be finalised in this period, timing difference
			128,168 ▲ General Waste and Recycling Collection - Timing difference, Invoice processing delay, also an underspend of \$43k has occurred and was addressed at November Budget Review
			112,217 ▲ Depreciation Effluent Systems - Infrastructure assets were revalued as at 30 June 2018, and values were based on their different characteristics within this class, which saw a reduction in valuations overall of \$130m. This was addressed at the November Budget Review
Transport	-21.86%	2,210,275	1,651,542 ▲ Wickham Transfer Station costs - Under expenditure in plant, salaries and overheads however these costs were allocated to another account for staff leave
			206,882 ▲ Depreciation Roads, Streets & Footpaths - Infrastructure assets were revalued as at 30 June 2018, and values were based on their different characteristics within this class, which saw a reduction in valuations overall of \$130m. This was addressed at the November Budget Review
			156,007 ▲ Footpath & Kerb Maintenance works are continuing, however Kerb Renewal expenditure is being reallocated to a capex account
			137,365 ▼ Cyclone Preparation - Timing difference as works were due to commence in November however were brought forward and commenced in October
			88,659 ▲ Town Street Maintenance - Current Staff resources are impacting on service delivery, reduced capacity and project priorities elsewhere, investigating the need for a minor contract works to pick up the maintenance gap.
			78,000 ▲ Street Tree Maintenance - Waiting on annual Street Tree Pruning invoice - Timing difference
			65,068 ▲ KTA Airport - Landside Mtce - Delay to certain works including HvLv generator works
			77,780 ▲ KTA Airport - Recoverable - Electricity - Timing difference
			101,094 ▲ Kta Airport-Terminal Building-Op Cost -Timing difference
Economic Services	-25.42%	169,170	73,980 ▲ Contribution - Karratha Tourist Bureau
			73,980 ▲ Tourism Development
Other Property and Services	201.83%	(575,307)	258,368 ▲ Less allocated to Overheads is lower than anticipated and will be corrected in this quarter, however as this is a non cash amount, it has no impact on the final year end surplus

Capital Revenue	Material Variance			Significant Items
Proceeds from Disposal of Assets	-100.00%	(97,550)	97,550	▼ Timing
Transfer from Carry Forward Budget Reserve	15.59%	152,777	152,777	▲ Timing, Transfer processed earlier than anticipated
Transfer from Economic Development Reserve	-100.00%	(80,000)	80,000	▼ Timing
Capital Expenses	Material Variance			Significant Items
Purchase of Assets - Buildings	-62.44%	5,502,339	2,712,069	▲ Capital-Buildings-Wickham Community Hub - Project on budget. Cash flow was adjusted at November Budget Review
			2,178,470	▲ Kta - International Terminal Compliance Works - Project currently on hold and was addressed at November Budget Review.
			260,593	▲ Depot Masterplan Stage 3 - Admin Bldg Refurb - Project complete. Under expenditure of contingency to be expended on other works at the Depot and adjustments were corrected at the November Budget Review
			155,099	▲ Wickham Community Hub - Not For Profit Building - 18/19 FY budget to be reduced at November Budget Review. Due to financial practices money cash flowed for July was accounted for in June.
			100,000	▲ Dampier Pavilion - Building Improvements -
Purchase of Assets - Furniture & Equipment	-92.34%	267,774	179,996	▲ Information Technology - Hardware & Software Initiatives and Hardware Refresh - Timing difference
			100,000	▲ REAP - Furniture & Equipment Renewals - this will start to be drawn down in the next quarter as the operations continue
Purchase of Assets - Plant	-70.54%	530,093	437,666	▲ Purchase - Plant Roads & Streets - Timing difference for the purchase of a Flocon Truck and Prime Mover
			70,000	▲ Purchase - Plant Parks & Gardens - Delay in procuring Tipper Truck due top business Case to alter specs. Cashflow addressed at November Budget Review.
Purchase of Assets - Infrastructure	-38.86%	4,015,790	790,686	▲ Karratha Airport - La31 Hangar Project - Cashflows were adjusted at November Budget Review to reflect delayed start of contractor on site
			1,483,714	▲ Class iii Cell Construction - The forecast expenditure for July includes works completed in June and was therefore posted to 2017/18 budget. Practical completion has been achieved and cashflow was adjusted at November Budget Review
			343,685	▲ Depot Masterplan Stage 3 - Carpark Upgrade - Works were completed in 2017/18 and cashflow was adjusted at November Budget Review
			240,000	▲ Road Work Extension - 7 Mile Tip - Civil design in progress, impacted by Leachate extraction design. Discussion with GHD pending solutions, alternatively delayed until March 2019
			185,501	▲ Wickham Community Hub Skatescape & Carpark - Project on budget and cash flow was adjusted at November Budget Review
			165,877	▲ Point Samson Foreshore Dev. - Stage 3 Viewing Platform/Jetty - Design undertaken and works programmed for next half of year, cash flow was rectified at the November Budget Review
			183,594	▲ Footpath Lighting Upgrade - Lights have been ordered and expected delivery in January 2019
			157,648	▲ Hearson Cove Shade Structures - Expenditure occurred in FY 17/18, cash flow was amended at the November Budget Review
			128,294	▲ Reseal - Rosewood Place & Poinciana Place - Works completed and awaiting invoicing with cost variations in November Review.
			125,930	▲ Dampier Palms And Hampton Oval Redevelopment Project - Timing Issue to be expended this FY and cashflow was adjusted at November Budget Review.
			82,000	▲ Upgrades and replacement of Stormwater Structures - Delays in the preparation, cash flow was amended at November Budget Review
			70,272	▼ Kerb Renewals - Identified as Kerb Renewal expenditure to be reallocated into renewal account and this was addressed at the November Budget Review
Tsf to Partnership Reserve	-66.93%	2,495,653	2,495,653	▼ Timing, Payment of partnership funds delayed due to signing of deeds which has now been signed and invoices being raised

City of Karratha
Net Current Funding Position
for the period ending 31 October 2018

	Year to Date Actual	Brought Forward
Note	31/10/2018	1/07/2018
	\$	\$
Current Assets		
Cash and Cash Equivalents - Unrestricted	18,613,119	1,469,462
Cash and Cash Equivalents - Restricted (Trust)	1,911,440	1,925,270
Cash and Cash Equivalents - Restricted - Reserves	61,643,146	61,497,864
Cash - Restricted Unspent Grants/Contributions	0	0
Cash - Restricted Unspent Loans	0	0
Trade and Other Receivables	14,419,047	13,759,165
Land held for Resale - Development Costs	0	0
Inventories	304,685	401,783
Total Current Assets	96,891,436	79,053,544
Current Liabilities		
Trade and Other Payables	3,828,674	11,720,809
Trust Liabilities	1,912,932	1,926,763
Bank Overdraft	0	0
Current Portion of Long Term Borrowings	0	81,408
Current Portion of Provisions	4,088,933	4,088,933
Total Current Liabilities	9,830,539	17,817,912
Net Current Assets	87,060,897	61,235,631
Less		
Cash and Cash Equivalents - Restricted - Reserves	(61,643,146)	(61,497,864)
Loan repayments from institutions	19,780	(20,116)
Movement in Accruals (Non Cash)	(173,407)	(172,420)
Land Held for Resale	0	0
Cash - Restricted Unspent Grants/Contributions	0	0
Add back		
Current Loan Liability	0	81,408
Cash Backed Employee Provisions	4,894,628	4,853,471
Current Provisions funded through salaries budget	(1,322,686)	0
Restricted Balance CFWD - Pilbara Underground Power	0	0
Net Current Asset Position	28,836,066	4,480,111
Note Explanation:		
1) Total Rates Debtors Outstanding	8,517,034	1,238,027
Total Trade and Other Receivables	5,902,013	12,521,138

City of Karratha
Statement of Financial Position
As at 31 October 2018

	2018/19	2017/18
	\$	\$
Current Assets		
Cash On Hand	17,805	17,805
Cash and Cash Equivalents - Unrestricted	18,595,314	1,451,657
Cash and Cash Equivalents - Restricted (Trust)	1,911,440	1,925,270
Cash and Cash Equivalents - Restricted (Unspent Grants/Contributions)	0	0
Cash and Cash Equivalents - Restricted (Reserves/Muni)	61,643,146	61,497,864
Trade and Other Receivables	14,419,047	13,759,165
Inventories	304,685	401,783
Total Current Assets	96,891,436	79,053,544
Non Current Assets		
Trade and Other Receivables	266,398	331,200
Property, Plant and Equipment	285,613,331	284,180,019
Infrastructure	394,708,502	392,002,462
Total Non Current Assets	680,588,232	676,513,681
Total Assets	777,479,668	755,567,225
Current Liabilities		
Bank Overdrafts	0	0
Trade and Other Payables	3,828,674	11,720,809
Trust Liabilities	1,912,932	1,926,763
Long Term Borrowings	0	81,408
Provisions	4,088,933	4,088,933
Total Current Liabilities	9,830,539	17,817,912
Non Current Liabilities		
Long Term Borrowings	347,861	346,453
Provisions	761,567	761,567
Total Non Current Liabilities	1,109,428	1,108,020
Total Liabilities	10,939,968	18,925,933
Net Assets	766,539,700	736,641,292
Equity		
Accumulated Surplus	461,869,120	432,129,993
Revaluation Surplus	243,027,431	243,013,433
Reserves	61,643,149	61,497,867
Total Equity	766,539,700	736,641,292

City of Karratha
Cash & Cash Equivalents
for the period ending 31 October 2018

	\$
Unrestricted Cash	
Cash On Hand	17,805
Westpac at call	2,531,638
Term deposits	<u>16,063,676</u>
	<u>18,613,119</u>
Restricted Cash	
Reserve Funds	61,643,146
Restricted Unspent Grants	0
Westpac - Trust	<u>1,911,440</u>
	<u>63,554,585</u>
Total Cash	<u><u>82,167,705</u></u>

City of Karratha

Statement of Financial Activity By Divisions for the period ending 31 October 2018

	2018/19 Budget	2018/19 Amended Budget	2018/19 Year to Date Budget	2018/19 Actual to Date
	\$	\$	\$	\$
EXECUTIVE SERVICES				
Net (Cost) Revenue to Council for Members of Council	(890,541)	(890,541)	(329,701)	(334,791)
Net (Cost) Revenue to Council for Executive Admin	(653,851)	(653,851)	(224,192)	(240,356)
TOTAL EXECUTIVE SERVICES	(1,544,392)	(1,544,392)	(553,893)	(575,147)
CORPORATE SERVICES				
Net (Cost) Revenue to Council for Rates	41,963,151	41,963,151	41,413,207	40,840,480
Net (Cost) Revenue to Council for General Revenue	(9,434,933)	(9,434,933)	1,540,144	1,701,186
Net (Cost) Revenue to Council for Financial Services	(2,497,786)	(2,497,786)	(901,118)	(900,458)
Net (Cost) Revenue to Council for Corporate Services Admin	7,534,634	7,534,634	2,413,849	2,787,270
Net (Cost) Revenue to Council for Human Resources	(1,834,092)	(1,834,092)	(677,881)	(715,037)
Net (Cost) Revenue to Council for Governance & Organisational Strategy	(1,156,890)	(1,156,890)	(403,476)	(397,760)
Net (Cost) Revenue to Council for Information Services	(2,157,344)	(2,157,344)	(772,436)	(734,026)
Net (Cost) Revenue to Council for Television & Radio Services	(15,993)	(15,993)	(976)	(764)
Net (Cost) Revenue to Council for Business Improvement Process	0	0	0	0
Net (Cost) Revenue to Council for Staff Housing	109,976	109,976	9,265	31,433
Net (Cost) Revenue to Council for Public Affairs	(1,420,319)	(1,420,319)	(310,192)	(343,101)
TOTAL CORPORATE SERVICES	31,090,404	31,090,404	42,310,386	42,269,223
COMMUNITY SERVICES				
Net (Cost) Revenue to Council for Partnerships - Rio Tinto	600,451	600,451	(3,753,184)	(881,170)
Net (Cost) Revenue to Council for Comm. Engagement - Other Buildings (Part & Eng)	94,146	94,146	95,332	100,439
Net (Cost) Revenue to Council for Comm. Engagement - Community Development	(1,006,799)	(1,006,799)	(429,893)	(354,490)
Net (Cost) Revenue to Council for Youth Services	74,200	74,200	70,890	110,526
Net (Cost) Revenue to Council for Comm. Engagement - Community Sponsorship	(621,532)	(621,532)	3,641	(176,845)
Net (Cost) Revenue to Council for Comm. Engagement - Daycare Centres	(68,057)	(68,057)	(65,756)	(23,768)
Net (Cost) Revenue to Council for Comm. Engagement - Child Health Clinics	(22,366)	(22,366)	(11,312)	(7,186)
Net (Cost) Revenue to Council for Karratha Entertainment Centre	(19,314)	(19,314)	(6,530)	(2,857)
Net (Cost) Revenue to Council for Roebourne Aquatic Centre	(195,424)	(195,424)	(230,364)	(125,730)
Net (Cost) Revenue to Council for Library Services	(2,221,548)	(2,221,548)	(782,583)	(711,821)
Net (Cost) Revenue to Council for Cossack Operations	(315,764)	(315,764)	(2,803)	(198,235)
Net (Cost) Revenue to Council for Ovals & Hardcourts	(2,017,068)	(2,017,068)	(1,293,731)	(1,014,792)
Net (Cost) Revenue to Council for Karratha Bowling & Golf	(611,494)	(611,494)	(207,172)	(130,299)
Net (Cost) Revenue to Council for Pavilions & Halls	(516,340)	(516,340)	(361,057)	(231,542)
Net (Cost) Revenue to Council for Comm. Projects - Leisure Projects	(776,712)	(776,712)	(182,139)	(206,516)
Net (Cost) Revenue to Council for Comm. Projects - Playgrounds	(89,102)	(89,102)	(63,390)	(19,011)
Net (Cost) Revenue to Council for Comm. Projects - Medical Services	0	0	(23,304)	(25,802)
Net (Cost) Revenue to Council for Other Buildings	(89,973)	(89,973)	(28,244)	(30,486)
Net (Cost) Revenue to Council for The Youth Shed	(1,017,525)	(1,017,525)	(361,436)	(417,966)
Net (Cost) Revenue to Council for Karratha Leisureplex	(3,826,585)	(3,826,585)	(1,440,708)	(1,339,722)
Net (Cost) Revenue to Council for Comm. Engagement - Pam Buchanan Family Centre	(192,260)	(192,260)	(82,085)	18,004
Net (Cost) Revenue to Council for Arts & Culture	(1,333,493)	(1,333,493)	(417,966)	(907,066)
Net (Cost) Revenue to Council for Dampier Community Hub	418,781	418,781	(165,814)	(306,024)
Net (Cost) Revenue to Council for Red Earth Arts Precinct	253,014	253,014	4,568,594	(722,791)
Net (Cost) Revenue to Council for Wickham Recreation Precinct	1,261,168	1,261,168	2,109,905	652,637
Net (Cost) Revenue to Council for Wickham Community Hub	(1,824,008)	(1,824,008)	(5,897,769)	(2,547,288)
Net (Cost) Revenue to Council for The Base	(331,992)	(331,992)	(108,539)	(160,300)
Net (Cost) Revenue to Council for Indoor Play Centre	(38,002)	(38,002)	(16,849)	29,109
TOTAL COMMUNITY SERVICES	(14,433,598)	(14,433,598)	(9,084,266)	(9,630,992)
DEVELOPMENT & REGULATORY SERVICES				
Net (Cost) Revenue to Council for Emergency Services	(29,841)	(29,841)	(13,802)	9,932
Net (Cost) Revenue to Council for Ranger Services	(930,597)	(930,597)	(396,784)	(372,656)
Net (Cost) Revenue to Council for Tourism/Visitors Centres	(520,000)	(520,000)	(275,000)	(99,926)
Net (Cost) Revenue to Council for Community Safety	(244,545)	(244,545)	(128,536)	(43,001)
Net (Cost) Revenue to Council for Economic Development	(2,620,321)	(2,620,321)	(1,219,588)	(245,716)
Net (Cost) Revenue to Council for Camping Grounds	129,932	129,932	85,762	92,309
Net (Cost) Revenue to Council for Building Control	(279,999)	(279,999)	(96,636)	(103,605)
Net (Cost) Revenue to Council for Health Services	(957,249)	(957,249)	(408,294)	(429,902)
Net (Cost) Revenue to Council for Town Planning	(1,011,810)	(1,011,810)	(359,196)	(345,514)
Net (Cost) Revenue to Council for Strategic Planning	(275,008)	(275,008)	(81,690)	(84,622)
Net (Cost) Revenue to Council for Development Services	(34,000)	(34,000)	(12,000)	(4,773)
TOTAL DEVELOPMENT & REGULATORY SERVICES	(6,773,438)	(6,773,438)	(2,905,764)	(1,627,474)

City of Karratha

**Statement of Financial Activity by Divisions
for the period ending 31 October 2018**

	2018/19 Budget	2018/19 Amended Budget	2018/19 Year to Date Budget	2018/19 Actual to Date
	\$	\$	\$	\$
INFRASTRUCTURE SERVICES				
Net (Cost) Revenue to Council for Depots	(939,355)	(939,355)	(1,423,791)	(852,386)
Net (Cost) Revenue to Council for Public Services Overheads	325,349	325,349	68,926	(63,593)
Net (Cost) Revenue to Council for Fleet & Plant	813,408	813,408	510,229	43,409
Net (Cost) Revenue to Council for Roads & Streets	(7,099,536)	(7,099,536)	(1,537,982)	(1,945,765)
Net (Cost) Revenue to Council for Parks & Gardens	(5,348,427)	(5,348,427)	(1,205,636)	(927,979)
Net (Cost) Revenue to Council for Drainage	(1,074,004)	(1,074,004)	(227,127)	(94,855)
Net (Cost) Revenue to Council for Footpaths & Bike Paths	(1,382,513)	(1,382,513)	(726,610)	(312,308)
Net (Cost) Revenue to Council for Effluent Re-Use Scheme	(74,195)	(74,195)	(41,736)	(29,684)
Net (Cost) Revenue to Council for Cemeteries	(124,571)	(124,571)	(42,409)	(36,348)
Net (Cost) Revenue to Council for Public Toilets	(474,935)	(474,935)	(175,741)	(215,137)
Net (Cost) Revenue to Council for Beaches, Boat Ramps, Jetties	(937,266)	(937,266)	(594,619)	(401,624)
Net (Cost) Revenue to Council for Town Beautification	(2,238,082)	(2,238,082)	(894,808)	(808,533)
Net (Cost) Revenue to Council for Bus Shelters	0	0	0	0
Net (Cost) Revenue to Council for Private Works & Reinstatements	(96,402)	(96,402)	(88,874)	(52,950)
Net (Cost) Revenue to Council for Works Overheads	1,083,179	1,083,179	106,435	413,676
Net (Cost) Revenue to Council for Parks & Gardens Overheads	837,942	837,942	173,435	227,837
Net (Cost) Revenue to Council for Disaster Preparation & Recovery	(276,748)	(276,748)	0	(156,007)
Net (Cost) Revenue to Council for Tech Services	(4,445,774)	(4,445,774)	(1,478,823)	(1,502,362)
Net (Cost) Revenue to Council for SP & Infrastructure Services	(25,000)	(25,000)	(7,000)	(8,746)
TOTAL INFRASTRUCTURE SERVICES	(21,476,930)	(21,476,930)	(7,586,131)	(6,723,356)
STRATEGIC BUSINESS PROJECTS				
Net (Cost) Revenue to Council for Project Management	(587,871)	(587,871)	(252,571)	(91,243)
Net (Cost) Revenue to Council for Waste Collection	952,491	952,491	2,431,213	2,657,494
Net (Cost) Revenue to Council for Landfill Operations	(1,969,626)	(1,969,626)	(3,460,888)	(2,027,762)
Net (Cost) Revenue to Council for Waste Overheads	1,512,567	1,512,567	440,056	112,529
Net (Cost) Revenue to Council for Karratha Airport	9,799,685	9,799,685	(752,607)	1,251,314
Net (Cost) Revenue to Council for Other Airports	(9,956)	(9,956)	(88)	(812)
TOTAL STRATEGIC BUSINESS PROJECTS	9,697,290	9,697,290	(1,594,885)	1,901,519
TOTAL DIVISIONS	(3,440,664)	(3,440,664)	20,585,447	25,613,773
ADJUSTMENTS FOR NON CASH ITEMS				
Movement in Employee Benefit Provisions	0	0	0	0
Movement in Accrued Interest	0	0	0	(987)
Movement in Accrued Salaries & Wages	0	0	0	(172,420)
Movement in Deferred Pensioner Rates	0	0	0	0
	0	0	0	(173,407)
Restricted Surplus/(Deficit) B/Fwd 1 July	2,493,705	2,493,705	2,493,705	831,611
Unrestricted Surplus/(Deficit) B/Fwd 1 July	1,019,841	1,019,841	1,019,841	2,564,089
Surplus / (Deficit)	72,882	72,882	24,098,993	28,836,066

10.2 LIST OF ACCOUNTS – 26 OCTOBER 2018 TO 16 NOVEMBER 2018

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Creditors Officer
Date of Report:	16 November 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

To advise Council of payments made for the period from 26 October 2018 to 16 November 2018.

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 period 26 October 2018 to 16 November 2018 totalled \$5,229,260.57, which included the following payments:

- MSS Security – Kta Airport Screening and Security Services – \$192,869.14
- Kta Asphalt – Welcome Park Construction Works – \$116,892.19

Consistent with CG-11 Regional Price Preference Policy 52% 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 2018-2019 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. EFT63941 to EFT64435 (Inclusive);
3. Cheque Voucher 78566;
4. Cancelled Payments: EFT64143, EFT64163, EFT64224, EFT64227;
5. Direct Debits: DD33119 to DD33239;
6. Credit Card Payments: \$49,300.61;
7. Payroll Cheques \$2,371,001.53; 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

That Council by SIMPLE Majority pursuant to Sections 6.7 and 6.9 of the *Local Government Act 1995* RESOLVES to ACCEPT payments totalling \$5,229,260.57 submitted and checked with vouchers, being made up of:

1. Trust Vouchers: nil;
2. EFT63941 to EFT64435 (Inclusive);
3. Cheque Voucher 78566;
4. Cancelled Payments: EFT64141, EFT64163, EFT64224, EFT64227;
5. Direct Debits: DD33119 To DD33239;
6. Credit Card Payments: \$49,300.61; and
7. Payroll Cheques \$2,371,001.53

Chq/EFT	Date	Name	Description	Amount
EFT63941	26.10.2018	BP Australia Pty Ltd	Diesel Stock And Fleet Fuel	48,372.83
EFT63942	26.10.2018	Kmart Karratha	Reap 2018 - Storage Containers For Backstage And Laydown Area Equipment	323.00
EFT63943	29.10.2018	CHE Touring	REAP - 25% Fee Nazeem Hussain, No Pain No Hussain	2,475.00
EFT63944	29.10.2018	G Bailey	Sitting Fee - October 2018	2,791.67
EFT63945	29.10.2018	E Smeathers	Sitting Fee - October 2018	2,791.67
EFT63946	29.10.2018	M Bertling	Sitting Fee - October 2018	2,791.67
EFT63947	29.10.2018	G Cucel	Sitting Fee - October 2018	4,562.50
EFT63948	29.10.2018	G Evans	Sitting Fee - October 2018	2,791.67
EFT63949	29.10.2018	G Levissianos	Sitting Fee - October 2018	2,791.67
EFT63950	29.10.2018	P Long	Local Government Allowance - October 2018	12,400.00
EFT63951	29.10.2018	P Miller	Sitting Fee - October 2018	2,791.67
EFT63952	29.10.2018	K Nunn	Sitting Fee - October 2018	2,791.67
EFT63953	29.10.2018	D Scott	Sitting Fee - October 2018	2,817.67
EFT63954	29.10.2018	J Waterstrom Muller	Sitting Fee - October 2018	2,791.67
EFT63955	01.11.2018	Telstra Corporation Ltd	City Of Karratha - Phone Charges	8,622.12
EFT63956	01.11.2018	Horizon Power	Electricity Charges - Tambrey Pavilion, Roebourne Oval, Parks	3,003.92
EFT63957	01.11.2018	Water Corporation	Water Usage - Various Ovals, WRP, Public Toilets And Parks	36,888.58
EFT63958	01.11.2018	Wesfarmers Kleenheat Gas Pty Ltd	Leonard Way - Facility Fee And Cylinder Service Charge	75.90
EFT63959	01.11.2018	Dampier Plumbing & Gas (ttf DPG Trust)	DCH - Replacement Water Distribution Line	100,453.33
EFT63960	01.11.2018	MSS Security	Kta Airport - Screening And Security Services Ktasc14	192,869.14
EFT63961	01.11.2018	Supercivil Pty Ltd	Various Town Sites - Footpath Repairs	104,651.86
EFT63962	01.11.2018	Turf Whisperer (Turf Life Pty Ltd t/as)	Turf Renovations - Wickham, Bulgarra Ovals, Kookaburra Park	75,269.70
EFT63963	01.11.2018	Chefmaster Australia	Stock - Garbage Bags	1,168.50
EFT63964	01.11.2018	Cardno WA Pty Ltd	Pt Samson Design Works - Fee Proposal Detail Design Pt Samson Community Hall Carpark	1,014.95
EFT63965	01.11.2018	Forpark Australia Pty Ltd	Stock - Toddler Swing Seat	913.00
EFT63966	01.11.2018	Hathaways Lubricants	Stock - Engine Oil 10w40	1,082.54
EFT63967	01.11.2018	Best Western Karratha Central Apartments	Community Club Development - Accommodation D Jones	378.00

Chq/EFT	Date	Name	Description	Amount
EFT63968	01.11.2018	S Kot	Utilities Allowance As Per Director Contract ADSL	600.00
EFT63969	01.11.2018	LRW's Electrical & Northwest Honda (Lawmar Holdings P/L)	Stock - Air Filter	79.90
EFT63970	01.11.2018	Norwest Sand & Gravel Pty Ltd	Unsealed Rural Road Maint - Transport Grader From Balla Balla Road To Depot	1,650.00
EFT63971	01.11.2018	Parry's Merchants	Youth Shed - Cafe And Stock Supplies	587.45
EFT63972	01.11.2018	St John Ambulance - Karratha	Stock - Instant Ice Packs Disposable	113.48
EFT63973	01.11.2018	Sealanes (1985) Pty Ltd	REAP - Restock Kiosk And Popcorn Supplies	889.88
EFT63974	01.11.2018	Te Wai Manufacturing	HR - Navy Polo Shirt S/s With Collar Embroidery Cok Logo Above Pocket	201.00
EFT63975	01.11.2018	Helloworld Travel Karratha (formerly Everywhere Travel & Cruise)	HR - Flights For Stress Management Facilitator Z Collyer	1,726.00
EFT63976	01.11.2018	TNT Express	Freight Various	106.38
EFT63977	01.11.2018	Thrifty Car Rental	Car Hire And Petrol - CEO Meetings In Perth	129.46
EFT63978	01.11.2018	C Watts	Utilities Allow As Per Manger Contract	89.00
EFT63979	01.11.2018	Bunzl Brands & Operations Pty Ltd (Worksense)	HR - Safety Boots D Elers	681.27
EFT63980	01.11.2018	Atom Supply	HR - Uniform Pants	108.24
EFT63981	01.11.2018	J Blackwood & Son Pty Limited	Stock - Gloves Disposable Nitrile	700.23
EFT63982	01.11.2018	Auslec	KLP - Globes 10 X 26w Cfde Globes And Log 24x 28wt5	255.53
EFT63983	01.11.2018	Onyx Group WA Pty Ltd	Councillor Briefing - Catering 08/10/2018	900.00
EFT63984	01.11.2018	Civica Pty Ltd	IT - Spydus Contract, 01/12/2018 To 30/11/2019	40,253.40
EFT63985	01.11.2018	C Adams	CEO Utility Allowance - Gas Usage	451.00
EFT63986	01.11.2018	Ashdown-Ingram	Plant - Turn Mower Repairs Perm Magnet Kubota	281.60
EFT63987	01.11.2018	Akzo Nobel Pty Limited	Pt Samson Boardwalk - Capital Works, Inspection & Report	825.00
EFT63988	01.11.2018	Oberix Group Pty Ltd t/as Alerton Australia	DCH - Preventative Maintenance BMS System, May 18	2,959.00
EFT63989	01.11.2018	Ausolar Pty Ltd	Wellard/Lockyer Way Footpaths - Replace 7 Rock Damaged Solar Panels	15,867.35
EFT63990	01.11.2018	ATF Services Pty Ltd	WS/WCH - CCTV Camera Hire, Installation, Maintenance And Remote Access	3,398.67
EFT63991	01.11.2018	Barth Bros Automotive Machining	Plant - Isuzu Repairs Tow Ball And Filter Stock	1,031.50
EFT63992	01.11.2018	Bunzl Ltd	Stock - Hand Soap Frequent Use	431.97
EFT63993	01.11.2018	BC Lock & Key	FBCC/Kta Airport/Marniyarra Loop - Repairs To Door Locks	1,068.41
EFT63994	01.11.2018	Burkeair Pty Ltd	KLP - Repair Chiller Base Plate Temp Fault And DCH Fan Motor Repairs	5,431.58
EFT63995	01.11.2018	BP Australia Pty Ltd	Stock - Diesel	48,478.22
EFT63996	01.11.2018	Badgelinek (CJ & RG Blewitt)	REAP - Name Badges x 43	381.60
EFT63997	01.11.2018	BB Landscaping WA Pty Ltd	Marniyarra Loop - Repair Reticulation	297.00
EFT63998	01.11.2018	Black Iris Consulting (R Ghandour & M.S. Hewitt)	VAST Publication - Research Authoring & Drafting, Final Payment Includes Travel Exp May 2018	5,134.91
EFT63999	01.11.2018	Wayne George Brown	Refund - Planning Application Fee Paid Twice	147.00
EFT64000	01.11.2018	Coca-Cola Amatil (Holdings) Ltd	REAP - Kiosk Stock	825.00
EFT64001	01.11.2018	Chemform	Stock - Washroom Cleaner 5L	563.75

Chq/EFT	Date	Name	Description	Amount
EFT64002	01.11.2018	Cummins South Pacific Pty Ltd	Plant Parts - Fuel Filter Separator	89.72
EFT64003	01.11.2018	Creating Communities Australia Pty Ltd	Com Development - Social Return Investment Assessment Community Grant Scheme	10,083.14
EFT64004	01.11.2018	Command IT Services	KLP - Replace Voice Modules CCTV System Qu-2934	1,359.60
EFT64005	01.11.2018	Complete Tyre Solutions (Complete Tyre Solutions Unit Trust t/as)	Plant - Various Tyre Repairs And Parts	7,156.60
EFT64006	01.11.2018	Fildes Food Safety Pty Ltd	Food Safe Program - Economy Waterproof Flat Digital Thermometer	577.50
EFT64007	01.11.2018	P Davis	Mgr Utility Allowance - Water Usage 01/08/18 To 03/10/18 37KL	65.93
EFT64008	01.11.2018	Ezi-Hose Pty Ltd	Plant - Spare Pressure Cleaner Parts, Retractable Hose Reel, Fuel Hose, Pipe, Fitting	2,461.72
EFT64009	01.11.2018	M Eiffler	Refund - Patron Charged Twice For Popcorn	60.00
EFT64010	01.11.2018	Glidepath Australia Pty Ltd	Kta Airport - Qtrly Service And Maintenance BHS System, September 2018	13,062.50
EFT64011	01.11.2018	G Bishops Transport Services Pty Ltd aft GBT Services Trust	Various Freight	1,674.79
EFT64012	01.11.2018	Globe Workforce Solutions Pty Ltd	REAF 2018 - Labour Hire Turf And Rubber Matting Roll Out Includes Set Up And Pack Up	751.24
EFT64013	01.11.2018	Home Hardware Karratha	Yth Services/WS - Postcrete 20Kg, Door Stops And Chainsaw Chain	190.41
EFT64014	01.11.2018	Handy Hands Pty Ltd	Weed Control - Baynton, Baynton West, REAP, City Centre	9,018.90
EFT64015	01.11.2018	Highlux Pty Ltd	Pt Samson Foreshore Dev - Supply 4 x Wall Mounted Solar Lights	5,280.00
EFT64016	01.11.2018	James Bennett Pty Limited	Wickham Library - September Book Orders	491.21
EFT64017	01.11.2018	Jolly Good Auto Electric	Plant - BOMAG Repairs Pulley A 17mm Shaft 79 0d	71.50
EFT64018	01.11.2018	Keyspot Services	WRF- Office Keys Cut	25.50
EFT64019	01.11.2018	Karratha Softball Association	Grant Scheme August 2018 - Host North West Championships	1,220.00
EFT64020	01.11.2018	Komatsu Australia Pty Ltd	Stock - Komatsu V Belt Alternator Set / 2	283.02
EFT64021	01.11.2018	Sonic Healthplus Pty Ltd	MSES Agreement 2018 - Annual Travel Allowance Dr McNally And Dr Ntloko	9,556.80
EFT64022	01.11.2018	Karratha Machinery Hire	Baynton Oval - Hire 3T Tipper Truck 15/10/18 To 19/10/18	1,512.50
EFT64023	01.11.2018	Karratha Automotive Group	Plant - Colorado Repairs Housing	73.94
EFT64024	01.11.2018	Kennards Hire Pty Limited	Nickol Skate Park - Mini Loader Hire 11/10/18	707.20
EFT64025	01.11.2018	Kta Property Services	Winyama Road - Various Carpentry Works	935.00
EFT64026	01.11.2018	Karratha Bikers Association	Community And Cultural Scheme - Advertising & Bollards 2018 Father's Day Car Bike & 4wd Show	2,689.00
EFT64027	01.11.2018	Emerge Associates	Welcome Park - Review Proposed Amendments, Documentation And Tendering	8,679.00
EFT64028	01.11.2018	Marketforce	SP & Infrastructure - Advertising, TE06 Crossover Policy	139.28
EFT64029	01.11.2018	MH Carr Contracting Pty Ltd	Pt Samson - Collect Mulch And Deliver To Community Park And Kta Airport	1,717.65
EFT64030	01.11.2018	Rapiscan Australia Pty Ltd	KTA Airport - Calibration Traps Teflon (100 pack)	864.38
EFT64031	01.11.2018	B Marshall	Refund - Lost Ticket Fee	165.00
EFT64032	01.11.2018	NBS Signmakers	SP&I - Name Plate Manager Building Services	55.00
EFT64033	01.11.2018	Ngarluma Aboriginal Corporation	Annual Community Sports Awards 2018 - Welcome To Country Ceremony	792.00

Chq/EFT	Date	Name	Description	Amount
EFT64034	01.11.2018	Titan Australia Pty Ltd	Plant - Fuso Fighter Tyre Repairs, Strip And Fit	1,335.40
EFT64035	01.11.2018	Neverfail Springwater Pty Ltd - 7 Mile Waste Account (906919689)	WM - Monthly Fee Water Filter Units	135.25
EFT64036	01.11.2018	Neverfail Springwater Pty Ltd - Wickham Transfer Station (906952386)	Wickham Transfer Stn - Water Cooler Bottle	13.25
EFT64037	01.11.2018	Nielsen Liquid Waste Services Pty Ltd	KLP - Onyx Cafe Grease Trap August 2018	429.00
EFT64038	01.11.2018	Officeasy Pty Ltd T/A Business Base	REAP - 8 Sharp Flip Flop Trestle Tables And Freight	3,852.00
EFT64039	01.11.2018	Hanson Construction Materials Pty Ltd	Various Roads - Shoulder Grading/Drainage Roadbase	4,724.78
EFT64040	01.11.2018	Pilbara Motor Group - PMG	New Plant - Supply & Deliver Nissan Navara Diesel Automatic Single Cab Chassis	35,838.95
EFT64041	01.11.2018	North Regional Tafe	HR - OSH Representative Course C McRae	1,400.00
EFT64042	01.11.2018	Paramount Pictures Australia	Moonrise Cinema 2018 - Film Licence, Mission Impossible: Fallout	137.10
EFT64043	01.11.2018	Prompt Contracting & Fencing Pty Ltd	REAP - Cable Gate Supply And Installation	12,650.00
EFT64044	01.11.2018	Pilbara Reptile Education & Display	Dampier Library - Children's Reptile Education Session School Holiday Program	900.00
EFT64045	01.11.2018	Repco Auto Parts	Stock - Dust Masks	42.74
EFT64046	01.11.2018	Ralph & Beattie Bosworth Pty Ltd	Wickham Community Hub - Quantity Surveyor	880.00
EFT64047	01.11.2018	Red Dot Stores	KLP - Art Attack Materials For School Holiday Program	158.50
EFT64048	01.11.2018	Roebourne Dingo Hire	Removal Of Abandoned Vehicles	330.00
EFT64049	01.11.2018	Red Earth Flowers	Police Remembrance Day - Large Wreath 28/09/2018	150.00
EFT64050	01.11.2018	Auto One Karratha	Plant Parts - Mat Mud Rmw Front Grey Rubber	55.39
EFT64051	01.11.2018	Hamish Robertson	Refund - Lost Ticket Fee 19/10/18	165.00
EFT64052	01.11.2018	Reece Pty Ltd	Parks - Reticulation Repairs And Parts	1,083.06
EFT64053	01.11.2018	Statewide Bearings	Stock - V Belt	19.48
EFT64054	01.11.2018	Kmart Karratha	WRF/KLP - Kiosk Stock, Paddle Pools And Office Supplies	647.30
EFT64055	01.11.2018	Speedo Australia Pty Ltd	KLP - Speedo Order	1,510.74
EFT64056	01.11.2018	Decor8 Australia Pty Ltd	Tambrey Oval Toilet - Painting Works To Toilet Block	880.00
EFT64057	01.11.2018	Shire Of Wyndham - East Kimberley	RAC - Certificate Of Design Compliance Building Application 1801890	250.00
EFT64058	01.11.2018	Sony Pictures Releasing	REAP- Film Licence, Ladies in Black	619.00
EFT64059	01.11.2018	Skipper Transport Parts (Formerly Covs)	Plant - Tipper Trailer Repairs Cap Eco Plus	21.73
EFT64060	01.11.2018	Trugrade Pty Ltd	Stock - Cleaning Cloths Green 60 x 30cm	964.89
EFT64061	01.11.2018	Element Advisory Pty Ltd	Strategic Planning Projects - Advertised Cossack Conservation Management Plan, Revisions	9,900.00
EFT64062	01.11.2018	The Walt Disney Company Pty Ltd	REAP - Film Licence, Antman And The Wasp	325.00
EFT64063	01.11.2018	Trisley's Hydraulic Services Pty Ltd	RAC - Repair Of Port Valve	1,140.70
EFT64064	01.11.2018	Tensens Group Pty Ltd	Stock - Ladies Sanitary Bin Injection Moulded Polypropylene	619.43
EFT64065	01.11.2018	The Last Great Hunt	REAP - Performance Fee, Bali 01/09/2018	2,464.00
EFT64066	01.11.2018	Tactile Systems Australia Pty Ltd	WS - Warning Integrated Polyurethane 300mm X 300mm Tile Yellow	568.50
EFT64067	01.11.2018	Farinosi & Sons Pty Ltd	Stock - Pine Pole CCA Permarod	845.00

Chq/EFT	Date	Name	Description	Amount
EFT64068	01.11.2018	SMC Building Pty Ltd t/as Profix Building Maintenance	Marniyarra Loop - Resilicon Wet Areas, Towel Rails And Entrance Bricks, Repair Lock, Replace Gate Latch, Restrung Clothesline	1,250.03
EFT64069	01.11.2018	Universal Pictures International Australasia Pty Ltd	REAP - Film Licence, Skyscraper	330.00
EFT64070	01.11.2018	Karratha Timber & Building Supplies	KLP - Hardware Supplies October 2018	637.69
EFT64071	01.11.2018	Village Roadshow Pty Ltd	REAP - Film Licence, Crazy Rich Asians	1,423.55
EFT64072	01.11.2018	Vorgee Pty Ltd	KLP - Goggles	411.40
EFT64073	01.11.2018	A Virkar	Mgr Utility Allowance - Inet 28/10/18 To 28/11/18	69.99
EFT64074	01.11.2018	Westrac Equipment Pty Ltd	Plant - Repairs And Filter Stock	5,919.10
EFT64075	01.11.2018	Woolworths Group Limited	YS/KLP/SP&I/WRF/Depot/REAP - Various Program Supplies, Catering, Staff Amenities	1,226.70
EFT64076	01.11.2018	Wormald Australia Pty Ltd	KLP - Fire Pump Engine Testing	121.00
EFT64077	01.11.2018	WA Library Supplies (PIC Enterprises Pty Ltd)	Kta Library - Book Covering Contact	242.70
EFT64078	01.11.2018	T Wear	Mgr Utility Allowance - Telstra Charges 14/09/18 To 13/10/18	89.00
EFT64079	01.11.2018	Writing WA Inc	Karratha Library - Delivery, Writers On The Road Festival	5,620.00
EFT64080	01.11.2018	Profix Australia - Glazing (West Pilbara Enterprises Pty Ltd T/as)	Cossack Village - Supply/Install/Reglaze 3 x Broken Windows	866.84
EFT64081	01.11.2018	The Workwear Group Pty Ltd (Yakka Pty Ltd)	Stock - Uniforms, Pants Narrow Tradie Navy	793.20
EFT64082	01.11.2018	Cleanaway Pty Ltd	General Waste and Recycling - Bulk Bin Collection, August 2018	1,418.10
EFT64083	01.11.2018	Edward John Hill (Groove Train Entertainment)	REAF 2018 - Launch Performance x 2 Sets	1,600.00
EFT64084	01.11.2018	Jaram Australia (Jaram Products Pty Ltd t/as)	Plant - Toolbox Trays SB3 Green	419.74
EFT64085	01.11.2018	Sidameneo (456) Pty Ltd T/a Karratha Medical	MSES Agreement 2018 - Annual Travel Allowance Dr C Olise	4,400.00
EFT64086	01.11.2018	Australian Taxation Office	Payroll deductions	288,426.81
EFT64087	01.11.2018	Child Support Agency	Payroll deductions	1,695.30
EFT64088	01.11.2018	City Of Karratha	Payroll deductions	465.00
EFT64089	01.11.2018	City Of Karratha - Social Club	Payroll deductions	2,322.00
EFT64090	01.11.2018	T Swetman - (Mortgage Account)	Home Ownership Allowance #8725	555.00
EFT64091	01.11.2018	Australian Services Union (ASU/MEU Div)	Payroll deductions	854.70
EFT64092	01.11.2018	D Cleaver (Mortgage Account)	Home Ownership	180.00
EFT64093	01.11.2018	T Corfield & L Royal (Mortgage Account)	Home Ownership Allowance	300.00
EFT64094	01.11.2018	A D'Cunha Mortgage Account	Home Ownership Allowance	500.00
EFT64095	01.11.2018	S Gan - (Mortgage Account)	Home Ownership Allowance	970.00
EFT64096	01.11.2018	C Gorman (Mortgage Account)	Home Ownership Allowance	325.00
EFT64097	01.11.2018	P Heekeng - (Mortgage Account)	Home Ownership Allowance	575.00

Chq/EFT	Date	Name	Description	Amount
EFT64098	01.11.2018	S Kot (Mortgage Account)	Home Ownership Allowance	932.63
EFT64099	01.11.2018	C King (Mortgage Account)	Home Ownership Allowance	450.00
EFT64100	01.11.2018	Lgrceu	Payroll deductions	92.28
EFT64101	01.11.2018	Maxxia Pty Ltd	Payroll deductions	15,712.85
EFT64102	01.11.2018	N Milligan - (Mortgage Account)	Home Ownership Allowance	769.30
EFT64103	01.11.2018	A Virkar (Mortgage Account)	Home Ownership Allowance	300.00
EFT64104	01.11.2018	B Wall (Mortgage Account)	Home Ownership Allowance	586.23
EFT64105	01.11.2018	City Of Karratha	Payroll deductions	160.00
EFT64106	02.11.2018	Ausolar Pty Ltd	Refund - Asic Card Bond 30/08/2017	300.00
EFT64107	02.11.2018	A Bracknell	Refund - Asic Card Bond 27/07/2018	50.00
EFT64108	02.11.2018	H Blair	Refund - Asic Card Bond 12/07/2016	50.00
EFT64109	02.11.2018	K Burton	Refund - Asic Card Bond 22/12/2015	50.00
EFT64110	02.11.2018	K Bassett	Refund - Asic Card Bond 23/09/2015	50.00
EFT64111	02.11.2018	D Brockmann	Refund - Asic Card Bond 24/08/2018	50.00
EFT64112	02.11.2018	S Charlton	Refund - Travellers Library Membership Bond 17/09/18	50.00
EFT64113	02.11.2018	N Cucchia	Refund - Asic Card Bond 01/06/2018	50.00
EFT64114	02.11.2018	K Doyle	Refund - Asic Card Bond 22/11/2016	50.00
EFT64115	02.11.2018	W Gee	Refund - Asic Card Bond 09/07/2015	50.00
EFT64116	02.11.2018	M Hickman	Refund - Asic Card Bond 06/04/2017	50.00
EFT64117	02.11.2018	A Jenkins	Refund - Asic Card Bond 20/02/2018	50.00
EFT64118	02.11.2018	P Kamudyariwa	Refund - Carparking Card Bond 09/02/2018	100.00
EFT64119	02.11.2018	W Kirwan	Refund - Carparking Card Bond 15/10/2018	50.00
EFT64120	02.11.2018	S Lasic	Refund - Asic Card Bond 30/07/2018	50.00
EFT64121	02.11.2018	S Langford	Refund - Asic Card Bond 11/01/2018	50.00
EFT64122	02.11.2018	A Mayo	Refund - Asic Card Bond 26/08/2015	50.00
EFT64123	02.11.2018	M Myers	Refund - Asic Card Bond 26/07/16	50.00
EFT64124	02.11.2018	C Neal	Refund - Asic Card Bond 18/12/2017	50.00
EFT64125	02.11.2018	P Newland	Refund - Asic Card Bond 10/03/2016	50.00
EFT64126	02.11.2018	D Smith	Refund - Asic Card Bond 14/06/2017	50.00
EFT64127	02.11.2018	N Sittivanon	Refund - Asic Card Bond 13/11/2017	50.00
EFT64128	02.11.2018	Wickham Wanderers Junior Soccer Club	Refund - 2018 Seasonal Hire Bond 12/04/2018	150.00
EFT64129	05.11.2018	Karratha Visitor Centre	Quarterly Payment #8, Visitor Information Services November 2018	43,406.00
EFT64130	05.11.2018	Turf Guru Landscapes Pty Ltd	Various Parks/Ovals - Maintenance, Wiring And Battery	11,352.00
EFT64131	06.11.2018	TKO Mountings LLC T/as Pro Mountings	Wickham Community Hall - Beam Roller Mounts	946.90
EFT64132	09.11.2018	Cleanaway Pty Ltd	General Waste Collection And Recycling, September 2018	84,724.70
EFT64133	09.11.2018	Telstra Corporation Ltd	PBFC Security Systems - Phone Charges 25/10/18 To 24/11/18	133.59
EFT64134	09.11.2018	Horizon Power	Electricity Charges - Kta Airport, Apex/Nickol Parks	8,714.62
EFT64135	09.11.2018	Water Corporation	Water Usage - Golf Course, Standpipes, Beach Park, BFB Stn, Wickham Sports Ground	34,839.52
EFT64136	09.11.2018	Winc Australia Pty Limited	SP&I - Stationery	198.60
EFT64137	09.11.2018	Cardno WA Pty Ltd	Dampier Palms & Hampton Oval Redevelopment - Detailed Design And Documentation	24,042.73
EFT64138	09.11.2018	Hathaways Lubricants	Plant - BOMAG Repairs Gear Oil 85/140	129.40
EFT64139	09.11.2018	Karratha & Districts Chamber Of Commerce (KDCCI)	Business Development Support Grant 2018/19 - Business Excellence Awards 50% Payment Upfront	2,750.00

Chq/EFT	Date	Name	Description	Amount
EFT64140	09.11.2018	Karratha Volunteer Fire And Rescue Services	Annual Community Sports Awards - Provision Of Drinks Ice Service And Associated Liquor Licensing.	2,500.00
EFT64141	09.11.2018	Karratha International Hotel (Ringthane Pty Ltd t/as)	REAP - Alcohol Kiosk And Functions Stock	14,031.95
EFT64142	09.11.2018	Midalia Steel T/a Onesteel	WRF - Steel And Delivery For Cricket Pitch Transport Pallet	1,314.05
EFT64143	09.11.2018	Noise & Vibration Measurement Systems PI	Cancelled	0.00
EFT64144	09.11.2018	Poolmart Karratha	WRF - Poolking Liquid Chlorine	237.00
EFT64145	09.11.2018	Parry's Merchants	RAC - Kiosk Frozen Supplies	209.65
EFT64146	09.11.2018	St Luke's College	Christmas In The Pilbara 2018 - Materials For Children's Christmas Project	2,200.00
EFT64147	09.11.2018	St John Ambulance - Karratha	HR - First Aid Training	160.00
EFT64148	09.11.2018	Sai Global Ltd	Street Maintenance - Pruning Amenity Trees	129.26
EFT64149	09.11.2018	Shenton Enterprises Pty Ltd	KLP - Dolphin Cleaner Cover And Latches	112.11
EFT64150	09.11.2018	TNT Express	Various Freight	159.79
EFT64151	09.11.2018	Waterchoice (Aust) Pty Ltd	RAC - Rental 5 Stage Reverse Osmosis Water Filtration System	715.00
EFT64152	09.11.2018	Bunzl Brands & Operations Pty Ltd (Worksense)	Uniforms - Safety Shoes Steel Cap	134.96
EFT64153	09.11.2018	Atom Supply	General Hardware - Kta Airport, KLP, HR Uniforms And Cement Stock	2,230.52
EFT64154	09.11.2018	J Blackwood & Son Pty Limited	Stock - Gloves Disposable Nitrile	581.06
EFT64155	09.11.2018	Airport Lighting Specialists Pty Ltd	Kta Airport - Papi Lamps	1,409.80
EFT64156	09.11.2018	Onyx Group WA Pty Ltd	Community Sports Awards 2018 - Bar Stool Hire	1,710.00
EFT64157	09.11.2018	All Access Australasia	Wickham/Roebourne Library - DVD Orders, September 2018	282.53
EFT64158	09.11.2018	Area Safe Products Pty Ltd	Traffic Control - Acrylic Peel & Stick Tactile	717.60
EFT64159	09.11.2018	Barth Bros Automotive Machining	Parts - Stock And Spare	3,099.32
EFT64160	09.11.2018	BT Equipment Pty Ltd T/a Tutt Bryant Equipment	Stock - BOMAG Alternator Belt	53.90
EFT64161	09.11.2018	Big Hart Inc	Community And Cultural Scheme - Funding 'Songs For Peace' Musical Artists Fees	2,200.00
EFT64162	09.11.2018	BM Engineering Surveys Pty Ltd	Com Dev - Survey Study Karratha BMX Site	7,282.00
EFT64163	09.11.2018	Kerry Bryce	Cancelled	0.00
EFT64164	09.11.2018	Dampier Plumbing & Gas (t/f DPG Trust)	Various Sites - Plumbing Repairs, Sewer Pump Maintenance, October 2018	16,990.88
EFT64165	09.11.2018	Coca-Cola Amatil (Holdings) Ltd	Indoor Play Centre - Cafe Stock	240.87
EFT64166	09.11.2018	Chadson Engineering Pty Ltd	Equipment Replacement - Photometer 9 test Standards PT791	162.25
EFT64167	09.11.2018	Comtec Data Pty Ltd	KLP - Restore CCTV System	8,362.29
EFT64168	09.11.2018	Commercial Fitness Equipment	KLP - Gym & Strength / Conditioning Room Equipment	2,275.15
EFT64169	09.11.2018	D Cavasain	Refund - Swimming Lesson Cancellations	280.00
EFT64170	09.11.2018	Dave's Transit Service	Youth Shed - School Holiday Program Bus Travel	561.00
EFT64171	09.11.2018	Ezi-Hose Pty Ltd	Plant - Filter Element	41.25

Chq/EFT	Date	Name	Description	Amount
EFT64172	09.11.2018	Max & Claire Pty Ltd T/a Ergolink	Corp Services - Gregory Inca Medium Back Medium Seat	878.90
EFT64173	09.11.2018	Farinosi & Sons Pty Ltd	Equipment Repairs & Replacement - Holman Heavy Duty Metal Hose Cart 18mmx50m	190.02
EFT64174	09.11.2018	Herbert Smith Freehills	Governance - Hotel Development Advice Period To 10/09/18	2,685.40
EFT64175	09.11.2018	Fiorita Pty Ltd (Fiorita Deli)	Annual Community Sports Awards - Catering	1,630.00
EFT64176	09.11.2018	Greenacres Turf Group	Tambrey Oval - Wintergreen Couch	844.00
EFT64177	09.11.2018	G Bishops Transport Services Pty Ltd atft GBT Services Trust	REAP - Pick Up And Transport Brayco Shelving 120Kg	119.78
EFT64178	09.11.2018	Home Hardware Karratha	Kta Airport - General Hardware	310.53
EFT64179	09.11.2018	Jason Sign Makers	Stock - Brackets Ur251	332.75
EFT64180	09.11.2018	James Bennett Pty Limited	Wickham Library - Book Order September 2018	559.28
EFT64181	09.11.2018	Jaram Australia (Jaram Products Pty Ltd t/as)	Plant - Supply And Fit Tray And Drawer System	9,354.54
EFT64182	09.11.2018	Karratha Veterinary Hospital	Animal Control - Euthanize Cat	36.70
EFT64183	09.11.2018	Karratha Country Club Inc	Golf Course/Bowling Club Water Usage	304.08
EFT64184	09.11.2018	Karratha Little Athletics Association	Jnr Sport Development - 2018 Light Token Reimbursement	697.50
EFT64185	09.11.2018	Karratha Basketball Association - Seniors	Annual Grant Scheme 18/19 - 3x3 Court Upfront Payment 50%	7,700.00
EFT64186	09.11.2018	Sonic Healthplus Pty Ltd	Health & Safety - Vaccination Hep A & B	378.40
EFT64187	09.11.2018	Kennards Hire Pty Limited	KLP/Andover Park/WRF - Hires, Bobcat/Kanga/MiniLoader/Post Hole Digger	1,798.00
EFT64188	09.11.2018	M & M Masonry	DCH - Rectification Of Paving and Concrete Due To Major Water Leak	13,833.60
EFT64189	09.11.2018	K Maloney	Refund Lost Parking Ticket Fee	165.00
EFT64190	09.11.2018	Redwave Media Ltd	2018 Red Earth Arts Festival - Radio Advertising And Sponsorship	4,281.20
EFT64191	09.11.2018	North West Tree Services	Street Verges - Pruning Palms	3,691.55
EFT64192	09.11.2018	Titan Australia Pty Ltd	Plant - Tyre Repairs	2,153.25
EFT64193	09.11.2018	Nielsen Liquid Waste Services Pty Ltd	Sullage Facility - Pump Out Tanks	1,462.50
EFT64194	09.11.2018	Hanson Construction Materials Pty Ltd	Kta Airport Workshop - Supply And Deliver 750T Roadbase B Material	19,827.72
EFT64195	09.11.2018	Pirtek	Kta Airport - T-bolt Clamp And Bolts	62.11
EFT64196	09.11.2018	North Regional Tafe	HR - Mental Health First Aid	395.00
EFT64197	09.11.2018	Perdaman Advanced Energy Pty Ltd	Depot Upgrade - Variation 11, Stc Reduction Rate	9,210.30
EFT64198	09.11.2018	Pilbara For Purpose Inc	Qtrly Grant Funding - Venue Hire And Entertainment, Community Services Excellence Awards	1,980.00
EFT64199	09.11.2018	Repco Auto Parts	Stock - 7 Pin Trailer Connector	54.99
EFT64200	09.11.2018	Roebourne Dingo Hire	Removal Of Abandoned Vehicle - Tow White Holden Astra No Plates From Crane Circle To WS	165.00
EFT64201	09.11.2018	Reece Pty Ltd	Kta Golf Course - Retic Repairs	64.26
EFT64202	09.11.2018	Statewide Bearings	Plant Parts - Disc Pads	160.70
EFT64203	09.11.2018	Kmart Karratha	The Base - School Holiday Program Materials	50.00
EFT64204	09.11.2018	Sage Consulting Engineers Pty Ltd	Mooligunn Rd - Update Scope And Redesign Lighting And Electrical For Relocating Pull Over Bay	907.50
EFT64205	09.11.2018	Designa Sabar Pty Ltd	Stock - Straight Arm, Ribbon, Swipe Machine Cleaners	1,639.66

Chq/EFT	Date	Name	Description	Amount
EFT64206	09.11.2018	A Stafford & Associates Operations Trust	Economic Dev - Destination Management Plan Phase 2 Strategic Opportunities & Directions	15,004.00
EFT64207	09.11.2018	J Scott	Karratha Library - Guest Speaker The Long Road From A Broken Heart 11/10/2018	415.00
EFT64208	09.11.2018	Schneider Electric Buildings Aust. Pty Ltd	KLP - Andover Continuum Bms Quarterly Maintenance	15,971.05
EFT64209	09.11.2018	Trasan Contracting	Kta Airport - Install Banners To Poles x 7	1,505.63
EFT64210	09.11.2018	Timik Development Pty Ltd	Hearson Cove Foreshore Works - Variation 03, Change Out BBQ Locks And Doors System	4,272.37
EFT64211	09.11.2018	TWH Plumbing (Kurrajong Collective Pty Ltd Atf The Wood-Hill Family Trust)	KTA Airport - Investigate And Repair Mains Potable Water Leak	3,011.04
EFT64212	09.11.2018	Totally Workwear	HR - Uniforms 3/4 Blouse Navy	2,976.21
EFT64213	09.11.2018	Tint A Car Karratha (Tinting Worldwide)	PBFC - Replace Damaged Frosting Strip Main Foyer	195.00
EFT64214	09.11.2018	Karratha Timber & Building Supplies	PS - General Maintenance Tools & Materials, October 2018	1,149.27
EFT64215	09.11.2018	Village Roadshow Pty Ltd	REAP - Film Licence Small Foot	4,676.08
EFT64216	09.11.2018	Westrac Equipment Pty Ltd	Plant - Mulcher Attachment Parts	20,182.90
EFT64217	09.11.2018	Woolworths Group Limited	KLP/YS/The Base/WRF - Staff Amenities, Program Materials And Kiosk Supplies	1,651.68
EFT64218	09.11.2018	Wren Oil	WS - Used Oil Collection	16.50
EFT64219	09.11.2018	Wickham Playgroup Inc	Community And Cultural Funding - Mats And Art Smocks	527.00
EFT64220	09.11.2018	Wrapped Creations	Event Mgt - Christmas On The Green, Wickham and Karratha, Deposit	24,284.70
EFT64221	09.11.2018	Water2Water (atf Kandiah Family Trust)	KLP - Water Cooler, Rental And Servicing, July 2018	264.00
EFT64222	09.11.2018	Benjamin Warren	Refund - Lost Ticket Parking Fee	165.00
EFT64223	09.11.2018	The Workwear Group Pty Ltd (Yakka Pty Ltd)	Uniforms - Pants Legends Extra Light Navy 107S (Y02906)	177.60
EFT64224	09.11.2018	Yurra Pty Ltd	Cancelled	0.00
EFT64225	09.11.2018	Julie Zuvela - Consultant	Local History - Transcribing Digital Oral Histories To Word Document	3,803.33
EFT64226	09.11.2018	Yurra Pty Ltd	Kta Foreshore Progress Claim And Pt Samson Beautification Capital Works	2,310.71
EFT64227	09.11.2018	Braeco Sales (Ttf Braeco Unit Trust)	Cancelled	0.00
EFT64228	13.11.2018	Braeco Sales (Ttf Braeco Unit Trust)	KTA Airport - WWTP Butterfly Valve Wafer Upvc Body & Disc Fpm Seat Lever Operated	344.19
EFT64229	14.11.2018	B Burke	Refund - Asic Card Bond 13/07/2018	50.00
EFT64230	14.11.2018	Command IT Services	Refund - Asic Card Bonds #288411 #272300	200.00
EFT64231	14.11.2018	S Clarke	Refund - Asic Card Bond 26/09/2018	50.00
EFT64232	14.11.2018	S Ciappara	Refund - Asic Card Bond 05/05/20158	50.00
EFT64233	14.11.2018	D De Jong	Refund - Asic Card Bond 26/08/2015	50.00
EFT64234	14.11.2018	A Harris-Simi	Refund - Asic Card Bond 29/06/2015	50.00
EFT64235	14.11.2018	A Kamp	Refund - Asic Card Bond 11/06/2018	50.00
EFT64236	14.11.2018	S Lane	Refund - Asic Card Bond 18/05/2018	50.00
EFT64237	14.11.2018	N Opiliger	Refund - Asic Card Bond 24/09/2015	50.00
EFT64238	14.11.2018	B Platten	Refund - Asic Card Bond 05/04/2018	50.00
EFT64239	14.11.2018	A Purslowe	Refund - Asic Card Bond 17/10/16	50.00
EFT64240	14.11.2018	J Purslowe	Refund - Asic Card Bond 22/09/2016	50.00
EFT64241	14.11.2018	RePipe Pty Ltd	Refund - Asic Card Bonds	100.00
EFT64242	16.11.2018	Karratha & Districts Chamber Of Commerce (KDCCI)	KDCCI - Community Group Support As Per Funding Agreement 50% Payment Upfront	8,250.00

Chq/EFT	Date	Name	Description	Amount
EFT64243	15.11.2018	Turf Guru Landscapes Pty Ltd	Centennial Park Retic Upgrade, Wickham Lions Park Irrigation Installation	57,823.70
EFT64244	15.11.2018	Manning Pavement Services Pty Ltd T/a Karratha Asphalt	Welcome Park - Construction Works And Additional Conduit	116,892.19
EFT64245	15.11.2018	Karratha Solar Power No 1 Pty Ltd	Kta Airport - Electricity Supplied October 2018	65,679.79
EFT64246	15.11.2018	Handy Hands Pty Ltd	Various Ovals And Parks - Application Of Grosorb And Sure Green	95,248.00
EFT64247	16.11.2018	Ausolar Pty Ltd	Various Sites - Electrical Repairs And Installations	26,838.96
EFT64248	16.11.2018	Dampier Plumbing & Gas (tff DPG Trust)	Various Sites - Plumbing Repairs, Installations And Scheduled Backflow Maintenance	30,072.32
EFT64249	16.11.2018	Cleanaway Pty Ltd	Illegal Dumping And Major Litter Clean Up - Operator	3,586.00
EFT64250	16.11.2018	Pilbara Iron Company Services Pty Ltd (Rio Tinto)	Electricity Charges - Various Wickham And Dampier Sites	21,597.08
EFT64251	16.11.2018	Horizon Power	Various Sites - Electricity Usage	78,656.68
EFT64252	16.11.2018	Foxtel For Business	KLP - Foxtel Business Premium, November 2018	365.00
EFT64253	16.11.2018	Associate Contracting Electrical - ACE Electrical	Kta Airport - HV Switching Officer Emergency Generator Works	1,182.50
EFT64254	16.11.2018	Construction Training Fund (CTF)	CTF Collections - October 2018	1,039.44
EFT64255	16.11.2018	Winc Australia Pty Limited	Corporate Services - Stationery Order September 2018	908.94
EFT64256	16.11.2018	Blue Hat Cleaning Services T/a Damel Cleaning Services	REAP - Hard Surface High Pressure Wash	924.00
EFT64257	16.11.2018	Hathaways Lubricants	Plant - Fuso Repairs Transmission Oil 4244 20L	1,114.79
EFT64258	16.11.2018	IT Vision	System Development - SynergySoft SQL Server Backend Option Implementation Of SQL Replication Data Cleansing Training	15,602.40
EFT64259	16.11.2018	Institute Of Public Works Engineering Australasia t/as IPWEA	SP & Infrastructure - IPWEA E-Book Subscription, Building Maintenance & Technical Services	1,650.00
EFT64260	16.11.2018	Karratha International Hotel (Ringthane Pty Ltd t/as)	REAP - Kiosk Restock	4,789.90
EFT64261	16.11.2018	Karratha Earthmoving & Sand Supplies	Andover Way Park - Supply And Delivery Of Maitland Fine Sand	2,772.00
EFT64262	16.11.2018	Karratha Sporting & Recreation Club Inc	Annual Community Grant Scheme 18/19 - External Works 50% Upfront Payment	10,450.00
EFT64263	16.11.2018	Karratha Community House	PBFC - Call Out Fee Repair Side Gate	132.00
EFT64264	16.11.2018	LRW's Electrical & Northwest Honda (Lawmar Holdings P/L)	Plant - Air Filter Element	85.85
EFT64265	16.11.2018	Les Mills Aerobics Australia	KLP - Monthly Group Fitness License Fees Includes Virtual And Scheduled Support	1,558.22
EFT64266	16.11.2018	Midalia Steel T/a Onesteel	Tambrey Oval - Aluminium to Rectify Goal Posts	1,275.65
EFT64267	16.11.2018	Poolmart Karratha	WRF - No Fume Liquid Ph Reducer	158.00
EFT64268	16.11.2018	Point Samson Community Association Inc	ACADS 18/19 - 30 % Progress Payment Community Public Mural	4,900.50
EFT64269	16.11.2018	Parry's Merchants	Stock - Bottle Adjustable Spray	102.30
EFT64270	16.11.2018	Poinciana Nursery	Jennifer Creek, Tambrey Dr North To Bayview Rd - Mowing And Slashing	12,100.00
EFT64271	16.11.2018	St John Ambulance - Karratha	Stock - Burnaid Gel 25g	100.27

Chq/EFT	Date	Name	Description	Amount
EFT64272	16.11.2018	Signswest Stick With Us Sign Studio	KLP - Crèche Vinyl	405.90
EFT64273	16.11.2018	Sealanes (1985) Pty Ltd	REAP - Kiosk Stock	2,995.66
EFT64274	16.11.2018	Te Wai Manufacturing	HR - Uniforms Navy Polo Shirt With Collar Embroidery Cok Logo Above Pocket	243.00
EFT64275	16.11.2018	Royal Life Saving Society WA Inc	KLP - Watch Around The Water Material And Subscription 18-19	150.00
EFT64276	16.11.2018	Helloworld Travel Karratha (formerly Everywhere Travel & Cruise)	HR - Return Flights Emerging Leaders Workshop Facilitator	1,429.00
EFT64277	16.11.2018	Bunzl Brands & Operations Pty Ltd (Worksense)	Stock - Glove Clip Black	27.32
EFT64278	16.11.2018	Atom Supply	Stock - Rubber Ute Mat	1,415.23
EFT64279	16.11.2018	J Blackwood & Son Pty Limited	Stock - Earplugs	220.44
EFT64280	16.11.2018	Allround Plumbing Services Pty Ltd	Refund - Overpayment On Debtor Account #A122	14,926.16
EFT64281	16.11.2018	All Access Australasia	Roebourne Library - Dvd Order September 2018	56.10
EFT64282	16.11.2018	AMD Audit & Assurance Pty Ltd	Audit Fees - External Audit Triennium August 2018	4,949.97
EFT64283	16.11.2018	Again Faster Equipment	KLP - SCR Equipment Barbell Holder Add On	52.56
EFT64284	16.11.2018	Australian Laboratory Services Pty Ltd (ALS)	7 Mile - PFAS Super Trace Waters Long Suite (28 Analytes)	682.00
EFT64285	16.11.2018	Barth Bros Automotive Machining	Stock - Front Hub Seals	287.60
EFT64286	16.11.2018	BOC Limited	Traffic Control - Electrode Smootharc	78.60
EFT64287	16.11.2018	BC Lock & Key	FBCC, Various House And WS - Lock/Door Repairs And Rekeys	1,290.36
EFT64288	16.11.2018	Benara Nurseries	Street Maintenance And Tree Planting	1,418.04
EFT64289	16.11.2018	Beacon Equipment	Plant - Repair Backpack Blower, Elbow	27.65
EFT64290	16.11.2018	N Bylund	Reimb - Meal Allowance Training In Perth	78.20
EFT64291	16.11.2018	C Boyce	Reimb - Study Assistance As Per Contract	321.00
EFT64292	16.11.2018	Centurion Transport Co Pty Ltd	Various Freight	25.00
EFT64293	16.11.2018	Challenge Chemicals Australia	Stock - Keelate Concentrated Dishwasher Liquid	314.60
EFT64294	16.11.2018	Cummins South Pacific Pty Ltd	Plant Parts - Air Freight	66.63
EFT64295	16.11.2018	Cherratta Lodge Pty Ltd	KLP - Tables Cloths For Laundering	22.51
EFT64296	16.11.2018	Command IT Services	WRP - Bistro Install Replacement AMP Unit	5,178.47
EFT64297	16.11.2018	Comtec Data Pty Ltd	PBFC - Adjust Lock Front Auto Doors And Train Staff Member	528.00
EFT64298	16.11.2018	CS Legal (The Pier Group Pty Ltd T/as)	Debt Recovery Costs - Debt Collection Sundry Debtors 2018/19	110.00
EFT64299	16.11.2018	Converged Communication Network Applications Pty Ltd	IT - AVAYA Support, Annual Subscription	11,403.70
EFT64300	16.11.2018	N Cowan	Rates Refund	2,253.55
EFT64301	16.11.2018	Darwin Plant Wholesalers	Nickol - Tree Planting	2,097.15
EFT64302	16.11.2018	Department of Water and Environmental Regulation	Tyre Disposal Costs - Controlled Waste Tracking Form	88.00
EFT64303	16.11.2018	E & MJ Rosher Pty Ltd	Stock - Karcher Air Filter	256.05
EFT64304	16.11.2018	Ensystem Australasia Pty Ltd	Stock - Fipronil Ultrathor	773.56
EFT64305	16.11.2018	Ezi-Hose Pty Ltd	Stock - Ansilite Foam Concentrate	457.72

Chq/EFT	Date	Name	Description	Amount
EFT64306	16.11.2018	Entertainment One Films Australia Pty Ltd	REAP - Film Licence, The House With The Clocks In The Walls	933.75
EFT64307	16.11.2018	ELGAS Limited	Hearson's Cove - 4x 9kg Gas Bottles	298.10
EFT64308	16.11.2018	Everything Glows Trust	Christmas In The Pilbara 2018 - LED Candles Christmas On The Green Events	2,045.92
EFT64309	16.11.2018	Food Safety Information Council	Food Safe Program - Giveaway Thermometers	344.55
EFT64310	16.11.2018	Flexipole Industries Pty Ltd	Stock - Bollard Charcoal Fibreglass	235.40
EFT64311	16.11.2018	J Franklin	Refund - Lost Ticket Fee	133.00
EFT64312	16.11.2018	Globe Australia Pty Ltd	Mosquito Management - Larvicide, Biopren 4GR Sand 20kg	1,306.80
EFT64313	16.11.2018	Global Security Management (WA)	Kta Main Admin - Security Patrols October 2018	1,485.00
EFT64314	16.11.2018	G Bishops Transport Services Pty Ltd	Various Freight	82.04
EFT64315	16.11.2018	Global Spill Control Pty Ltd	Kta Airport - Absorbent Roll Standard Duty	1,476.81
EFT64316	16.11.2018	Home Hardware Karratha	WRP - Court Line Marking Paint Indoor Cricket	70.28
EFT64317	16.11.2018	Department Of Housing (Communities)	Rates Refund	2,183.73
EFT64318	16.11.2018	Heavy Automatics	Plant - Kit Seal & Gasket 3000 Cont	620.11
EFT64319	16.11.2018	House Of Tickets (KM Simonds & NJ Simonds)	REAP - BOCA Tickets	4,180.55
EFT64320	16.11.2018	B Hogan	Reimb - Cleaverville Caretaker Fuel And Gas	598.20
EFT64321	16.11.2018	P Hughes	Reimb - Meal Allowance AIBS WA Chapter Conference Perth 25-26/10/18	130.50
EFT64322	16.11.2018	B & K Hartung	Refund - Lifetime Dog Registration, Dog Euthanized	100.00
EFT64323	16.11.2018	Jason Sign Makers	Traffic Control - Speed Limit Signs	924.33
EFT64324	16.11.2018	James Bennett Pty Limited	Kta Library - Book Order September 2018	160.95
EFT64325	16.11.2018	M Jordan	Reimb - Meal Allowance EHA National Conference Fremantle 30/10/18 To 02/11/18	248.00
EFT64326	16.11.2018	J G Johnson Painting & Decorating Pty Ltd	Clarkson Way - Preparation & Painting	1,462.00
EFT64327	16.11.2018	Jolly Good In Car Audio and Entertainment T/A Jolly Good Auto Electric	Cyclone Prep - GME 5 Watt Handheld Twin Pack	549.00
EFT64328	16.11.2018	Karratha Glass Service	Kta Depot - Reseal Sliding Windows	165.00
EFT64329	16.11.2018	Karratha Veterinary Hospital	Animal Control - Euthanize Cat	73.40
EFT64330	16.11.2018	Kwik Kopy Printing Centre	Stock - C4 Plain White Envelopes	776.71
EFT64331	16.11.2018	Karratha Basketball Association - Seniors	Donation - Bucks For Bags x 334 Wickham Wildcats	2,000.00
EFT64332	16.11.2018	Sonic Healthplus Pty Ltd	WS - Twinrix Hepatitis A & B Vaccinations	189.20
EFT64333	16.11.2018	Karratha Panel & Paint (Tunstead Family Trust T/a)	Plant - Windscreen Replacement Insurance Excess Payable	300.00
EFT64334	16.11.2018	Kennards Hire Pty Limited	Miles Loop Park - Hire Mini Loader / Kanga With Attachments 22/10/18 To 24/10/18	940.50
EFT64335	16.11.2018	Karratha Basketball Association - Juniors	Kidsport Vouchers - Various Participants	5,098.50
EFT64336	16.11.2018	A Kolat	Refund - Incorrect Ticket Order	180.00
EFT64337	16.11.2018	L3 Communications Australia Pty Ltd	Kta Airport - Maintenance Screening Equipment X-ray And Cbs Machine	6,937.98
EFT64338	16.11.2018	M Le Cerf	Refund - Overpayment On Debtor Account M246	979.00
EFT64339	16.11.2018	Leethall Constructions Pty Ltd	Roebourne - Remove Concrete Footpath And Kerb And Install 4 x Pram Ramps	8,470.00

Chq/EFT	Date	Name	Description	Amount
EFT64340	16.11.2018	Local Geotechnics	Kta Airport And Dampier Footpaths - Soil Testing for Airport Roads And Pedestrian Bridges	25,520.00
EFT64341	16.11.2018	LGIS Insurance Broking	Motor Vehicle Premium Adjustment - 2017/18	947.49
EFT64342	16.11.2018	McMahon Services Australia Pty Ltd	Waste - Transfer Empty Hook Bin Waste Facility To Wickham Transfer Station	660.00
EFT64343	16.11.2018	Mobile Concreting Solutions Pty Ltd	Recourse Rd Gap Ridge - Footpath Mix Concrete Delivered	610.50
EFT64344	16.11.2018	P Myburgh	Reimb - Meal Allowance Perth Training	89.65
EFT64345	16.11.2018	C Malone	Rates Refund	944.50
EFT64346	16.11.2018	NBS Signmakers	Traffic Control - Various Street Blades And Associated Parts	1,121.45
EFT64347	16.11.2018	Redwave Media Ltd	Crime Prevention - Radio Campaign 'Police Beats'	1,687.40
EFT64348	16.11.2018	North West Tree Services	Sharpe Avenue/DCH - Tree Pruning And Street Maintenance	4,054.60
EFT64349	16.11.2018	North West Waste Alliance	Street Sweeping - Herbert And Frizell Streets Wickham Glass Breakage	1,040.12
EFT64350	16.11.2018	Nielsen Liquid Waste Services Pty Ltd	Miaree Pool Toilet - Pump Out Waste	638.00
EFT64351	16.11.2018	North Regional Tafe	HR - Mental Health First Aid	790.00
EFT64352	16.11.2018	Pacific Biologics	Mosquito Management - Larvicide, ProLink XR Brquet Case Of 220	5,884.90
EFT64353	16.11.2018	Pilbara Wildlife Carers Association Inc	Donation Bucks For Bags - Litter Collection 21/10/18	852.00
EFT64354	16.11.2018	Printsync Norwest Business Solutions	Youth Shed - Printer Charges, September 2018	149.68
EFT64355	16.11.2018	Pilbara Steel Flashings Supplies	Baynton West Park Toilets - Repair Stainless Steel Panel And Infill Foam	496.65
EFT64356	16.11.2018	Pilbara Appliance Repairs	REAP - Urn Repairs	280.50
EFT64357	16.11.2018	32 South Apparel (Pronounce Pty Ltd t/as)	Pilbara Sports Academy Uniforms	4,740.56
EFT64358	16.11.2018	R Patel	Rates Refund	9,958.56
EFT64359	16.11.2018	Repco Auto Parts	Stock - Battery 9 Volt	102.06
EFT64360	16.11.2018	Roy Galvin & Co Pty Ltd (Galvins)	Wickham Skate Park - Reticulation Repairs, GM Tapping Band	396.44
EFT64361	16.11.2018	Roebourne Dingo Hire	Removal Of Abandoned Vehicle - Tow Blue Hyundai Sedan From Bush Track Mooligunn Road To Sims Metal	990.00
EFT64362	16.11.2018	Roebourne PCYC	Civic Seniors 2018 - Venue Hire Seniors Christmas Party 07/12/2018	117.00
EFT64363	16.11.2018	Red Earth Flowers	Citizenship Ceremony 2018 - Floral Arrangement Delivered 12/10/2018	99.00
EFT64364	16.11.2018	Auto One Karratha	Stock - Spark Plug (NGK BPR5ES)	4.66
EFT64365	16.11.2018	A Richards Pty Ltd T/as Richgro Garden Products	Kta Airport - Seasol Potting Mix 25L Bags, 1 Pallet	660.66
EFT64366	16.11.2018	Reece Pty Ltd	Stock - PVC Pipe Lilac 40mm (6m Lengths)	8,259.83
EFT64367	16.11.2018	Statewide Bearings	Plant - Various Parts And Stock	1,441.60
EFT64368	16.11.2018	Kmart Karratha	Roebourne Library - Storytime Box Props	47.50
EFT64369	16.11.2018	Decor8 Australia Pty Ltd	Graffiti Removal Services - September 2018	11,770.00
EFT64370	16.11.2018	Stott & Hoare	IT - Hard Drive Replacements And Spares	4,649.70
EFT64371	16.11.2018	Sodexo Remote Sites	Acacia Place Wickham - Rent 14/11/18 to 13/12/18	1,516.67
EFT64372	16.11.2018	Shelf Cleaning Services	Yth Shed - Cleaning Services October 2018	14,290.42
EFT64373	16.11.2018	Seatadvisor Pty Ltd	REAP - Seat Advisor (SABO) Ticketing Fees - October 2018	2,209.90
EFT64374	16.11.2018	Securepay Pty Ltd	REAP Moonrise Cinema and Ticket Event Fees - October 2018	371.45

Chq/EFT	Date	Name	Description	Amount
EFT64375	16.11.2018	SMC Building Pty Ltd t/as Profix Building Maintenance	Kta Airport - Supply And Install Polytec Laminated Panel To Roller Tables	5,858.60
EFT64376	16.11.2018	Scope Business Imaging	Various Printer Charges	1,417.84
EFT64377	16.11.2018	Smiths Detection (Australia) Pty Ltd	Kta Airport - Checked Baggage Passenger X-ray & Screening Equipment Mtce 01/10/18 To 31/12/18	10,021.00
EFT64378	16.11.2018	Stainless Creation Pty Ltd	Tambrey Oval - Fabricate, Paint And Supply Top Dressing Level	1,144.00
EFT64379	16.11.2018	Sport And Recreation Surfaces Pty Ltd	Bulgarra Tennis Courts Resurfacing - V03, 2 x Additional Tennis Nets	440.00
EFT64380	16.11.2018	Shoemark Consulting (Geoffrey Edgar Shoemark t/as)	Project Management Services - October 2018	10,560.00
EFT64381	16.11.2018	T-Quip	Stock - Blade 7 Inch Atomic Pan Deck	201.60
EFT64382	16.11.2018	IF Foundation	Quarterly Funding August 2018 - Venue Hire REAP House Staff Videographer And Scenery And Prop Costs 'From Page To Stage'	2,420.00
EFT64383	16.11.2018	Tenderlink.com (Dun & Bradstreet (Australia) Pty Ltd t/as)	Com Dev - Advertising , Mulga Way Wickham GP Medical Services	172.70
EFT64384	16.11.2018	Turf Whisperer (Turf Life Pty Ltd t/as)	REAP - Hollow Tine Coring And Topdressing	3,267.00
EFT64385	16.11.2018	Taranis Power Group Pty Ltd	Kta Airport/Wickham SES - Circuit Breaker, Modifications And Plant Repairs, Generator And Back Up	13,152.62
EFT64386	16.11.2018	Transmission Films Pty Ltd	REAP - Film Licence, Book Club 19/10/18	1,956.00
EFT64387	16.11.2018	True Civil Consulting WA	Ngurin Centre Sewerage Installation - Construction Management Sewer Main Extension	4,609.00
EFT64388	16.11.2018	Technology One Limited	IT - Intramaps Gis Consulting Services	1,804.00
EFT64389	16.11.2018	Karratha Timber & Building Supplies	Various Maintenance Supplies For Repairs, Stock And Handyman Ute	3,315.72
EFT64390	16.11.2018	VBI Enterprises Pty Ltd	HR - Delivery Crisis Intervention Training	2,200.00
EFT64391	16.11.2018	Westrac Equipment Pty Ltd	Stock - Filter Lubrication	1,169.27
EFT64392	16.11.2018	Woolworths Group Limited	YS - Program Food - Young Guys - Girls Crew - Chills & Skills - Late Night	1,166.32
EFT64393	16.11.2018	Wren Oil	Plant - Oil Waste Removal	852.50
EFT64394	16.11.2018	Wickham Primary School P&C Association Inc	Donation - Bucks For Bags x 27	162.00
EFT64395	16.11.2018	Wood & Grieve Engineers	Depot Upgrade - Quality Assurance Review Depot Solar Pv System	1,776.50
EFT64396	16.11.2018	Wickham Tidy Towns Inc	Donation Bucks For Bags - Litter Cleanup 27/10/18	1,356.00
EFT64397	16.11.2018	Profix Australia - Glazing (West Pilbara Enterprises Pty Ltd T/as)	FBCC/YS - Install 12 Panels Stormshield Safety Glass To Vandalised Windows/Biodegradable Milkshake Cups And Lids	14,615.19
EFT64398	16.11.2018	Ward Packaging Pty Ltd	Youth Shed - Biodegradable Small Milkshake Cups and Lids	184.09
EFT64399	16.11.2018	Water2Water (atf Kandiah Family Trust)	KLP - Monthly Rental and Servicing of Water Cooler and RO System - November 2018	66.00
EFT64400	16.11.2018	Wickham Basketball Association	Donation Bucks For Bags - Litter Cleanup 27/10/18	1,146.00
EFT64401	16.11.2018	The Workwear Group Pty Ltd (Yakka Pty Ltd)	HR Uniforms - Shirt Men's Workcool Spliced Yellow/navy L/s - Xs (k54870)	627.00
EFT64402	16.11.2018	Yara Pilbara Nitrates Pty Ltd	Rates Refund	49,341.20
EFT64403	16.11.2018	J Cloete	Refund - Asic Card Bond 16/07/2018	50.00
EFT64404	16.11.2018	L Cappleman	Refund - Asic Card Bond 17/05/2018	50.00

Chq/EFT	Date	Name	Description	Amount
EFT64405	16.11.2018	M Fennell	Refund - Asic Card Bond 25/10/2016	50.00
EFT64406	16.11.2018	M Henry	Refund - Asic Card Bond 25/05/2018	50.00
EFT64407	16.11.2018	B Jean	Refund - Asic Card Bond 22/11/2016	50.00
EFT64408	16.11.2018	W Kirwan	Refund - Asic Card Bond 07/01/2016	50.00
EFT64409	16.11.2018	L Liu	Refund - Asic Card Bond 04/10/2018	50.00
EFT64410	16.11.2018	P Morgan	Refund - Asic Card Bond 08/12/2017	50.00
EFT64411	16.11.2018	S Mundy	Refund - Asic Card Bond 11/11/2014	50.00
EFT64412	16.11.2018	J McKenna	Refund - Asic Card Bond 22/05/2018	50.00
EFT64413	16.11.2018	D Panday	Refund - Asic Card Bond 30/09/2016	50.00
EFT64414	16.11.2018	K St Ledger	Refund - Asic Card Bond 17/08/2018	50.00
EFT64415	16.11.2018	B Thompson	Refund - Asic Card Bond 18/03/2016	50.00
EFT64416	16.11.2018	N Werchon	Refund - Asic Card Bond 27/07/2018	50.00
EFT64417	16.11.2018	W Zheng	Refund - Asic Card Bond 20/04/2018	50.00
EFT64418	16.11.2018	J Agnew	Refund - Asic Card Bond 11/06/2018	50.00
EFT64419	16.11.2018	J Brodie	Refund - Asic Card Bond 25/09/2015	50.00
EFT64420	16.11.2018	N Clark	Refund - Asic Card Bond 03/04/2017	50.00
EFT64421	16.11.2018	M Davies	Refund - Asic Card Bond 11/03/2016	50.00
EFT64422	16.11.2018	L D'Mello	Refund - Asic Card Bond 07/11/2017	50.00
EFT64423	16.11.2018	M Latt	Refund - Asic Card Bond 12/01/2016	50.00
EFT64424	16.11.2018	T Milligan	Refund - Asic Card Bond 10/06/2016	50.00
EFT64425	16.11.2018	A McDonald	Refund - Asic Card Bond 24/05/2018	50.00
EFT64426	16.11.2018	T McLaren	Refund - Asic Card Bond 22/12/2017	50.00
EFT64427	16.11.2018	M Meffert	Refund - Asic Card Bond 12/07/2016	50.00
EFT64428	16.11.2018	W Nota	Refund - Asic Card Bond 22/11/2016	50.00
EFT64429	16.11.2018	N Pan	Refund - Asic Card Bond 19/07/2018	50.00
EFT64430	16.11.2018	S Ramsay	Refund - Asic Card Bond 29/05/2017	50.00
EFT64431	16.11.2018	A Saunders	Refund - Asic Card Bond 31/10/2014	50.00
EFT64432	16.11.2018	T Secull	Refund - Asic Card Bond 18/08/2015	50.00
EFT64433	16.11.2018	G Wilton	Refund - Asic Card Bond 20/03/2017	50.00
EFT64434	16.11.2018	G Weeks	Refund - Asic Card Bond 08/02/2016	50.00
EFT64435	16.11.2018	Z You	Refund - Asic Card Bond 28/09/2018	50.00
78566	25.10.2018	City Of Karratha	Petty Cash Reimbursement	416.15
DD33119.1	31.10.2018	Wa Super (Formerly Walgsp)	Payroll deductions	91,981.50
DD33119.10	31.10.2018	J & S Pryor Super Fund	Superannuation contributions	302.55
DD33119.11	31.10.2018	CBA Superannuation Savings Account	Superannuation contributions	540.07
DD33119.12	31.10.2018	HostPlus Superannuation	Payroll deductions	9,228.08
DD33119.13	31.10.2018	VicSuper	Superannuation contributions	469.30
DD33119.14	31.10.2018	100F Lifetrack Personal Superannuation	Superannuation contributions	425.89
DD33119.15	31.10.2018	JR Superannuation Fund	Superannuation contributions	509.99
DD33119.16	31.10.2018	S Fitzgerald & S Fitzgerald Atf Superannuation Fund	Superannuation contributions	450.38
DD33119.17	31.10.2018	OnePath Masterfund	Superannuation contributions	1,026.91
DD33119.18	31.10.2018	Jake SMSF Holdings Pty Ltd	Payroll deductions	756.04
DD33119.19	31.10.2018	Essential Super	Superannuation contributions	705.49
DD33119.2	31.10.2018	Hesta Superannuation	Payroll deductions	3,139.92
DD33119.20	31.10.2018	ANZ Smart Choice Super	Superannuation contributions	567.78
DD33119.21	31.10.2018	QSUPER	Superannuation contributions	713.90
DD33119.22	31.10.2018	Mtaa Superannuation Fund	Superannuation contributions	539.20
DD33119.23	31.10.2018	BT Super For Life	Superannuation contributions	1,473.36
DD33119.24	31.10.2018	Asgard Superannuation	Superannuation contributions	347.08
DD33119.25	31.10.2018	Powerwrap Master Plan	Superannuation contributions	489.07

Chq/EFT	Date	Name	Description	Amount
DD33119.26	31.10.2018	Prime Super	Superannuation contributions	710.87
DD33119.27	31.10.2018	AMIST SUPER (Australian Meat Industry Superannuation Trust)	Superannuation contributions	562.00
DD33119.28	31.10.2018	Colonial First State Wholesale Personal Super	Payroll deductions	592.92
DD33119.29	31.10.2018	Bartlett Rise Superannuation Fund	Superannuation contributions	107.01
DD33119.3	31.10.2018	Macquarie Super - Hounsham (Jewkes)	Superannuation contributions	640.26
DD33119.30	31.10.2018	BT Business Super	Superannuation contributions	910.71
DD33119.31	31.10.2018	Kinetic Superannuation	Superannuation contributions	30.59
DD33119.32	31.10.2018	Cassery Super Fund	Superannuation contributions	1,060.62
DD33119.33	31.10.2018	REI Superannuation	Superannuation contributions	54.70
DD33119.34	31.10.2018	Macquarie Wrap Super Manager	Payroll deductions	2,455.73
DD33119.35	31.10.2018	AMG Super	Superannuation contributions	507.68
DD33119.36	31.10.2018	Christian Super	Superannuation contributions	526.57
DD33119.37	31.10.2018	MLC Wrap Super	Superannuation contributions	947.79
DD33119.38	31.10.2018	Local Government Superannuation - BRISBANE	Payroll deductions	1,122.09
DD33119.39	31.10.2018	Cbus	Superannuation contributions	1,775.41
DD33119.4	31.10.2018	AMP Flexible Lifetime Superannuation Fund	Payroll deductions	2,100.59
DD33119.40	31.10.2018	Catholic Super & Retirement Fund	Superannuation contributions	456.75
DD33119.41	31.10.2018	Media Superannuation	Superannuation contributions	597.35
DD33119.42	31.10.2018	Commonwealth SuperSelect	Superannuation contributions	504.25
DD33119.43	31.10.2018	Care Super	Superannuation contributions	622.49
DD33119.44	31.10.2018	AMP Retirement Trust	Superannuation contributions	58.34
DD33119.45	31.10.2018	Sunsuper Pty Ltd	Payroll deductions	3,995.90
DD33119.46	31.10.2018	J & K Farrell Super Fund	Superannuation contributions	254.47
DD33119.47	31.10.2018	Russell Supersolution Master Trust	Superannuation contributions	201.38
DD33119.48	31.10.2018	ANZ Staff Superannuation Scheme	Superannuation contributions	76.57
DD33119.49	31.10.2018	Lindz's Lucky Super Fund	Superannuation contributions	604.55
DD33119.5	31.10.2018	Wealth Personal Superannuation & Pension Fund (SPARKS)	Payroll deductions	941.08
DD33119.50	31.10.2018	Childcare Super	Superannuation contributions	405.90
DD33119.51	31.10.2018	AMP SignatureSuper	Superannuation contributions	422.58
DD33119.52	31.10.2018	Suncorp Portfolio Services Ltd (Suncorp Superannuation)	Superannuation contributions	197.13
DD33119.53	31.10.2018	ING Direct Superannuation Fund	Superannuation contributions	35.25
DD33119.54	31.10.2018	Legalsuper	Superannuation contributions	502.46
DD33119.55	31.10.2018	Superwrap Personal Super Plan	Superannuation contributions	698.55
DD33119.56	31.10.2018	Australian Super	Payroll deductions	10,176.69
DD33119.57	31.10.2018	First State Super	Superannuation contributions	782.53
DD33119.6	31.10.2018	Rest Superannuation	Payroll deductions	5,338.90
DD33119.7	31.10.2018	Local Government Superannuation- SYDNEY	Superannuation contributions	625.57

Chq/EFT	Date	Name	Description	Amount
DD33119.8	31.10.2018	SLOS Super Fund	Superannuation contributions	611.73
DD33119.9	31.10.2018	Colonial First State Firstchoice Super	Superannuation contributions	1,400.92
				2,808,958.43

Payroll

27.09.2018	City of Karratha	Wages	12,652.38	
04.10.2018	City of Karratha	Payroll F/E 03/10/2018	795,109.10	
18.10.2018	City of Karratha	Payroll F/E 17/10/2018	778,730.78	
24.10.2018	City of Karratha	Wages	12,484.28	
01.11.2018	City of Karratha	Payroll F/E 31/10/2018	772,024.99	
				2,371,001.53

Credit Cards

DD33239.1	01.10.2018	Bakers Delight	Purchased In Error On Corporate CC / To Be Reimbursed	5.00
DD33239.1	02.10.2018	ICTC Society Inc	Registration/Accommodation For Cr Attending ICTC Conference	1,254.99
DD33239.1	09.10.2018	Woolworths	Catering For Council Meeting	4.75
DD33239.1	11.10.2018	Virgin Airlines	Flight For CEO Attending Meetings Perth	329.00
DD33239.1	11.10.2018	Virgin Airlines	Flight For CEO Attending Meetings CC Surcharge	4.28
DD33239.1	12.10.2018	Qantas	Flight For CEO Attending Meetings Perth	851.61
DD33239.1	12.10.2018	Qantas	Flight For BM Tech Off Attending Meetings	681.70
DD33239.1	12.10.2018	Virgin Airlines	Flight For BM Tech Off Attending Meetings Perth	329.00
DD33239.1	12.10.2018	Virgin Airlines	Flight For BM Tech Off Meetings CC Surcharge	4.28
DD33239.1	15.10.2018	Virgin Airlines	Flight For Mayor Attending Meetings CC Surcharge	11.00
DD33239.1	15.10.2018	Virgin Airlines	Flights For Mayor Attending Meetings	1,027.99
DD33239.1	16.10.2018	Qantas	Flight For Mayor Attending OECD Conference Of Mining Regions And Cities Flight Change Fee	225.00
DD33239.1	16.10.2018	Qantas	Flight For Mayor Attending OECD Conference Of Mining Regions And Cities	780.91
DD33239.1	16.10.2018	Virgin Airlines	Flight For Mayor Attending OECD Conference Of Mining Regions And Cities CC Surcharge	11.00
DD33239.1	16.10.2018	Virgin Airlines	Flight For Mayor Attending OECD Conference Of Mining Regions And Cities	877.59
DD33239.1	17.10.2018	Oaks Hotels & Resorts	Accommodation For Mayor Attending OECD Conference Of Mining Regions And Cities	272.38
DD33239.1	17.10.2018	Qantas	Flights For CEO Attending Meetings In Perth	728.22
DD33239.1	17.10.2018	Qantas	Flight For Mayor Attending Meetings In Perth	364.11
DD33239.1	17.10.2018	Qantas	Flight For Cr Attending ICTC Conference	364.11
DD33239.1	17.10.2018	Virgin Airlines	Flight For Mayor Attending Meetings CC Surcharge	4.28
DD33239.1	17.10.2018	Virgin Airlines	Flight For Mayor Attending Meetings In Perth	329.00
DD33239.1	17.10.2018	Virgin Airlines	Flight For Cr Attending ICTC Conference	329.00
DD33239.1	17.10.2018	Virgin Airlines	Flight For Cr Attending ICTC Conference CC Surcharge	4.28
DD33239.1	18.10.2018	Pensione Hotel	Accommodation For BM Tech Off Attending Meetings	106.05
DD33239.1	24.10.2018	Qantas	Flight For Mayor Attending Meetings	527.08
DD33239.1	24.10.2018	Qantas	Flight For CEO Attending Meetings	527.08
DD33239.1	02.10.2018	ICTC Society Inc	Registration/Accommodation For Cr Attending ICTC Conference	18.84
DD33239.1	01.10.2018	Aloft Perth	Accommodation For Librarian Attending ASA Conference	465.70
DD33239.1	03.10.2018	ASIC	Renewal For Moonrise Cinema Business Name	84.00

Chq/EFT	Date	Name	Description	Amount
DD33239.1	05.10.2018	A & H Frameshop	Custom Frame For Queen Elizabeth Images For Citizenship Ceremonies And Council Chambers	196.00
DD33239.1	05.10.2018	A & H Trading	Custom Frame For Queen Elizabeth Images For Citizenship Ceremonies/Council Chambers Freight	60.00
DD33239.1	16.10.2018	Wotif	Accommodation For Leis Duty Mgr Training	464.80
DD33239.1	23.10.2018	Virgin Australia	Airfares For Rec Fac Coord To Attend Pool Operations Course CC Surcharge	3.50
DD33239.1	23.10.2018	Virgin Australia	Airfares For Rec Fac Coord To Attend Pool Operations Course	269.00
DD33239.1	24.10.2018	RLSWA	Pool Operations Course Fees For Rec Fac Coord	990.00
DD33239.1	24.10.2018	Staywest Apartments	Deposit For Accommodation For Leis Duty Mgr Pool Operations Course	200.00
DD33239.1	24.10.2018	Staywest Apartments	Accommodation For Leis Duty Mgr Pool Operations Course	584.38
DD33239.1	24.10.2018	Staywest Apartments	Deposit For Accommodation For Leis Duty Mgr Pool Operations Course	937.38
DD33239.1	24.10.2018	Qantas	Flight For Leis Duty Mgr Pool Operations Course	364.11
DD33239.1	24.10.2018	Virgin	Flight For Leis Duty Mgr Pool Operations Course	291.29
DD33239.1	24.10.2018	Virgin	Flight For Leis Duty Mgr Pool Operations Course CC Surcharge	6.10
DD33239.1	24.10.2018	Virgin	Flight For Leis Duty Mgr Pool Operations Course Requesting Different Flights Refer Invoice	177.71
DD33239.1	16.10.2018	Kmart	Goods For Sports Awards 2018	76.00
DD33239.1	08.10.2018	Horizon Power	Power Bill Mgr AP	55.43
DD33239.1	08.10.2018	Telstra	Telephone Bill Mgr IS	109.97
DD33239.1	08.10.2018	Horizon Power	Power Bill Mgr IS	548.46
DD33239.1	08.10.2018	Horizon Power	Power Bill CFO	573.46
DD33239.1	08.10.2018	Horizon Power	Power Bill For Dir Comm	412.48
DD33239.1	08.10.2018	Horizon Power	Power Bill For Mgr Part & Eng	397.22
DD33239.1	10.10.2018	Australian Veterinary Behaviour Services	AMO On Line Workshop Ranger	412.50
DD33239.1	10.10.2018	Telstra	Telephone Bill For Dir Corp	98.35
DD33239.1	15.10.2018	Elgas	Replacement Gas Bottle	166.50
DD33239.1	16.10.2018	Horizon Power	Electricity Bill For Dir Corp	380.59
DD33239.1	16.10.2018	Water Corporation	Water Bill For Mgr AP	104.40
DD33239.1	16.10.2018	Water Corporation	Water Bill For Mgr Part & Eng	150.84
DD33239.1	16.10.2018	Water Corporation	Water Bill For Mgr Plan Svcs	140.07
DD33239.1	16.10.2018	Water Corporation	Water Bill For Mgr Comm	132.89
DD33239.1	16.10.2018	Water Corporation	Water Bill For Mgr City Svcs	145.45
DD33239.1	16.10.2018	Water Corporation	Water Bill For Dir SP&I	172.39
DD33239.1	16.10.2018	Water Corporation	Water Bill For Dir Dev Reg	263.97
DD33239.1	23.10.2018	Coles	Gift Cards For Staff Quarterly Awards	300.00
DD33239.1	23.10.2018	Horizon Power	Power Bill For Mgr Plan Svcs	278.01
DD33239.1	24.10.2018	AICD	Renewal Standard Graduate For Mgr Part & Eng	400.00
DD33239.1	24.10.2018	AICD	Renewal Standard Graduate For Mgr Part & Eng Subject To Debtors Request	195.00
DD33239.1	24.10.2018	Horizon Power	Power Bill For CEO	512.57
DD33239.1	01.10.2018	Virgin	Flights For Consultant G Shoemark	546.01
DD33239.1	01.10.2018	Virgin	Flights For Consultant G Shoemark Flight Fare Difference	70.00
DD33239.1	03.10.2018	Virgin	Flights For Consultant G Shoemark	333.28
DD33239.1	18.10.2018	Webjet	Flights For Dir SP&I For OECD Meeting Of Mining Regions & Cities	1,250.84
DD33239.1	22.10.2018	Hotel	Accommodation For Dir SP&I For OECD Meeting Of Mining Regions & Cities	182.62
DD33239.1	25.10.2018	Hotel	Accommodation For Dir SP&I For OECD Meeting Of Mining Regions & Cities	94.87
DD33239.1	23.10.2018	Virgin	Travel For Consultant G. Shoemark	879.00

Chq/EFT	Date	Name	Description	Amount
DD33239.1	25.10.2018	Virgin	Travel For Employee Mgr City Svcs To Attend MWAC Officers Advisory Group Meeting	737.46
DD33239.1	18.10.2018	Coles	Morning Tea For Employee Leaving Council SP&I Admin Coord	22.99
DD33239.1	22.10.2018	Hotel	Accommodation For Dir SP&I Whilst Attending OECD Meeting Of Mining Regions & Cities Fees	15.40
DD33239.1	22.10.2018	Hotel	Accommodation For Dir SP&I Whilst Attending OECD Meeting Of Mining Regions & Cities Fees	7.59
DD33239.1	18.10.2018	Coles	Morning Tea For Employee Leaving Council SP&I Admin Coord	26.61
DD33239.1	01.10.2018	XIMBLE	Casuals Rostering System	374.55
DD33239.1	19.10.2018	Brayco	Additional Shelving For REAP Cold Room	906.00
DD33239.1	19.10.2018	Dept Of Gaming & Racing	Extension To Liquor License For KTA Library Verandah For Writers Week	111.00
DD33239.1	01.10.2018	XIMBLE	Casuals Rostering System FX Fee	22.27
DD33239.1	16.10.2018	Mindbody	WRP Fitness Programs	125.00
DD33239.1	22.10.2018	Rockwear International	Fitness Singlets For Gym Instructors	130.00
DD33239.1	22.10.2018	Mood Media.	KLP Programs	66.00
DD33239.1	08.10.2018	Fallshaw Holdings	Swivel Bolt Hole Casters For REAP Library	93.85
DD33239.1	01.10.2018	Facebook	Advertising REAF	88.54
DD33239.1	01.10.2018	Facebook	Advertising KLP	200.00
DD33239.1	01.10.2018	Microsoft	One Drive Online Photo Library Subscription	129.00
DD33239.1	09.10.2018	Microsoft Billing	Hosting Fee For Online Photo Library October 2018	2.00
DD33239.1	23.10.2018	Campaign Monitor	Email Distribution Service	136.13
DD33239.1	01.10.2018	Facebook	Advertising REAF FX Fees	2.51
DD33239.1	01.10.2018	Facebook	Advertising KLP FX Fees	6.14
DD33239.1	23.10.2018	Campaign Monitor	Email Distribution Service Oct-Nov 2018 FX Fees	22.22
DD33239.1	05.10.2018	Dropbox	Business Advance Plan Renewal	8,652.00
DD33239.1	16.10.2018	Singapore Food Takeaway	Catering For Budget Workshop	104.00
DD33239.1	17.10.2018	Jamaica Blue	Catering For Budget Workshop	39.90
DD33239.1	18.10.2018	Caltex Karratha	Fuel Diesel For Dir Corp	101.33
DD33239.1	21.10.2018	Nanutarra Roadhouse	Fuel Diesel For Dir Corp	29.80
DD33239.1	17.10.2018	Rackspace	Cloud Product Hosting Fee For City Website	587.40
DD33239.1	24.10.2018	Kounta	Software	200.00
DD33239.1	17.10.2018	Rackspace	Cloud Product Hosting Fee For City Website	146.54
DD33239.1	17.10.2018	Rackspace	Cloud Product Hosting Fee For City Website FX Fees	17.65
DD33239.1	01.10.2018	Better Choice	Fuel For CEO Car	100.01
DD33239.1	10.10.2018	Whim Creek Hotel	Working Lunch For CEO & Mayor Return From Meetings In Port Hedland	43.00
DD33239.1	19.10.2018	Bashaz Pty Ltd	Meal Allowance For Mayor While Attending Meetings	21.90
DD33239.1	19.10.2018	Bashaz Pty Ltd	Meal Allowance For BM Tech Officer While Attending Meetings	21.30
DD33239.1	19.10.2018	Bashaz Pty Ltd	Meal Allowance For CEO While Attending Meetings	20.30
DD33239.1	19.10.2018	Pensione Hotel	Accommodation For CEO While Attending Meetings	106.05
DD33239.1	15.10.2018	Qantas	Flight For Dir Dev Reg For SEGRA Conference	364.11
DD33239.1	17.10.2018	EHA	Registration For Env Health Off For WA Conference & Masterclass	1,950.00
DD33239.1	17.10.2018	Ibis Hotel	Accommodation For Dir Dev Reg For Meeting With Dept Of Planning	152.00
DD33239.1	17.10.2018	Australia Post	Ranger Corporate Licence For Various Guns & Dart Gun	126.00
DD33239.1	17.10.2018	Strike Group Australia	Parts Required For Rangers Team	304.79
DD33239.1	17.10.2018	Karratha Court House	Courthouse Hearing Notice Expenses October 2018	128.30

Chq/EFT	Date	Name	Description	Amount
DD33239.1	17.10.2018	Batteryworld	NBBFB Roller Door Control	6.95
DD33239.1	08.10.2018	Qantas	Flights For Mgr Plan Svcs To Attend JDAP Meeting	1,213.02
DD33239.1	11.10.2018	Qantas	Flight For Sen Build Svcs To Attend AIBS WA Conference	851.61
DD33239.1	12.10.2018	Management Solutions	Registration For Dir Dve Reg For Sustainable Economic Growth For Regional Australia Conference	1,197.70
DD33239.1	12.10.2018	Qantas	Flights For Dir Dev Reg To Attend Sustainable Economic Growth For Regional Australia Conference	871.47
DD33239.1	12.10.2018	Qantas	Flights For Dir Dev Reg To Attend Sustainable Economic Growth For Regional Australia Conference	436.76
DD33239.1	16.10.2018	Oaks Hotels & Resort	Accommodation Dir Dev Reg To Attend Sustainable Economic Growth For Regional Australia Conference	323.20
DD33239.1	17.10.2018	EHA	Registration For Mgr Reg Svcs WA EHA Conference	1,475.00
DD33239.1	19.10.2018	Qantas Airways	Flights For Env Health Off WA EHA Conference	728.22
DD33239.1	19.10.2018	Virgin Australia	Flights For Env Health Off WA EHA Conference CC Surcharge	10.37
DD33239.1	19.10.2018	Virgin Australia	Flights For Env Health Off WA EHA Conference	798.00
DD33239.1	23.10.2018	Ginacarlo Jet	Meals For Dir Dev Reg Whilst Attending Sustainable Economic Growth For Regional Australia Conference	45.00
DD33239.1	23.10.2018	Ginacarlo Jet	Reimbursement To Be Paid As Over Allowance Of Meal Dinner For Dir Dev Reg	5.00
DD33239.1	25.10.2018	La Veen Coffee	Meal For Dir Dev Reg Attending Meetings In Perth	14.00
DD33239.1	25.10.2018	La Veen Coffee	Meal For Dir Dev Reg Attending Meetings In Perth	15.00
DD33239.1	01.10.2018	Australian Library	Lodgement Fee For Library Design Awards	418.00

49,300.61

Total Payments

5,229,260.57

10.3 WRITE OFF OF LEASE CHARGES AND ACCRUED PENALTY INTEREST FOR LOT 6 NORMAN ROAD, KARRATHA AIRPORT PRECINCT.

File No:	FM.29
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Financial Accountant
Date of Report:	22 November 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

For Council to consider writing off the outstanding lease charges and accrued penalty interest in relation to Lot 6 Norman Road, Karratha Airport Precinct.

BACKGROUND

On 7 May 2009 Karratha Air Logistics Pty Ltd took over the lease for land in the Karratha Airport Precinct known as Lot 6 Norman Road. The remaining lease term was up to 30 June 2012. The lease rental amount at the time the lease was transferred was \$17,242.50 per annum subject to CPI escalation in July each year.

Throughout the lease period, Karratha Air Logistics were often late with lease payments and required significant officer interaction to ensure lease charges were paid. In addition to informal correspondence, formal actions undertaken by officers during the term of the lease included:

- Notice of Default and Breach Notice issued on 9 Feb 2010
- Notice of Default and Breach Notice issued on 24 May 2011
- Referred to Austral Mercantile debt collection agency on 27 June 2012. Letter of Demand issued on 4 July 2012.

For the period from 1 November 2011 to 30 June 2012 no lease payments were received from Karratha Air Logistics. They were advised that the lease options would not be exercised and no lease renewal would be considered, resulting in the lease expiring on 30 June 2012.

The balance of outstanding lease charges at the expiry of the lease was as follows:

Lease Rental	Outgoings Recovery	Penalty Interest	Total
\$13,587.44	\$2,515.70	\$489.23	\$16,592.37

On 19 December 2012 the Federal Court of Australia ordered that Karratha Air Logistics be wound up after an application from the Deputy Commissioner of Taxation. The Court appointed Bryan Hughes of Pitcher Partners as Liquidator. Officers registered the City as an unsecured creditor for lease charges and penalty interest outstanding.

After making several unsuccessful attempts over the past few years to check the status of the liquidation, the City has now been advised that the Liquidator concluded the liquidation and lodged the final Presentation of Accounts and Statement (Form 524) with ASIC on

12 December 2013. The Liquidator advised that there were no funds available for unsecured creditors and as such, no dividend was declared.

As Karratha Air Logistics no longer exists and liquidation proceedings concluded with no dividend declared, the outstanding lease charges and accrued penalty interest are uncollectable and are required to be written off.

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

No consultation has taken place.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Section 6.12(1)(c) of the *Local Government Act 1995* provides Council with the power to write off debts.

POLICY IMPLICATIONS

CF08 Debt Collection Policy

FINANCIAL IMPLICATIONS

While lease charges and accrued penalty interest totalling \$16,592.37 were raised in previous financial years, this amount was previously recognised as a doubtful debt and therefore the write-off of this amount will not represent an expense in the current financial year.

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 2018-2019 provided for this activity:

Our Programs/Services: 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	N/A	Nil
Financial	Low	Write offs have an adverse impact on Council’s annual budget.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Low	Council officers attempt to negotiate directly before referral to debt collection. This may create a perception that debt recovery action should have been taken more promptly in the period 1 November 2011 to 30 June 2012 when no lease payments were received.
Compliance	N/A	Nil

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

At the Ordinary Council Meeting on 27 January 2016 Council resolved (resolution no. 153365) to write-off outstanding penalty interest for property A21280.

At the Ordinary Council Meeting on 15 February 2016 Council resolved (resolution no. 153382) to write-off outstanding penalty interest for property A46430.

At the Ordinary Council Meeting on 19 September 2016 Council resolved (resolution no. 153555) to write-off outstanding rates and penalty interest for property A5117.

At the Ordinary Council Meeting on 15 October 2018 Council resolved (resolution no. 154178) to write-off outstanding rates and penalty interest for property A34841.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 6.12(1)(c) of the *Local Government Act 1995* RESOLVES to NOT APPROVE the write off of outstanding lease charges and penalty interest in relation to Lot 6 Norman Road, Karratha Airport Precinct.

CONCLUSION

Outstanding lease charges and accrued penalty interest in relation to Lot 6 Norman Road, Karratha Airport Precinct cannot be recovered as the lessee has been liquidated and there were no funds available for payment to unsecured creditors. As such, they should be written off under section 6.12 of the *Local Government Act 1995*.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 6.12(1)(c) of the *Local Government Act 1995* RESOLVES to APPROVE the write off of outstanding lease charges and penalty interest in relation to Lot 6 Norman Road, Karratha Airport Precinct totalling \$16,592.37

10.4 KEY PERFORMANCE MEASURES FOR QUARTER 1 OF 2018-19

File No: CM.89
Responsible Executive Officer: Director Corporate Services
Reporting Author: Manager Governance & Organisational Strategy
Date of Report: 19 November 2018
Applicant/Proponent: Nil
Disclosure of Interest: Nil
Attachment(s): Nil

PURPOSE

To provide Council with an update on the Quarter 1 (July - September 2018) performance against the Operational Plan 2018-19.

BACKGROUND

There are four strategic themes in the Strategic Community Plan 2016-2026, which are delivered through 121 Key Programs and Services outlined in the Corporate Business Plan. These are in turn delivered through 149 ongoing projects and actions, which are measured by 76 performance measures that are introduced at periodic intervals throughout the year as certain triggers are reached. Considerable work continues to be carried out to ensure that the KPIs remain meaningful and relevant from a community strategy and corporate business perspective.

Each theme outlines a set of programs delivered through a number of projects and services as follows:

Strategic Theme	Programs & Services	Projects & Actions	Performance Measures
Our Community	43	64	28
Our Economy	15	18	7
Our Natural & Built Environment	27	32	10
Our Leadership	36	35	31
TOTAL	121	149	76

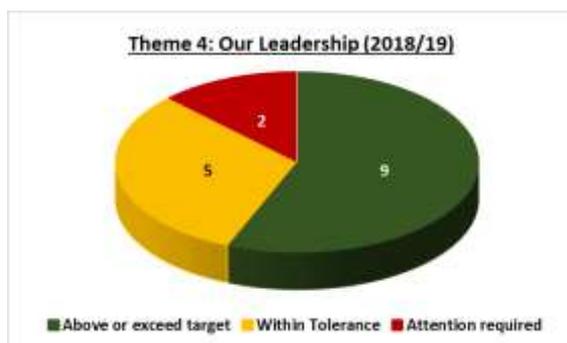
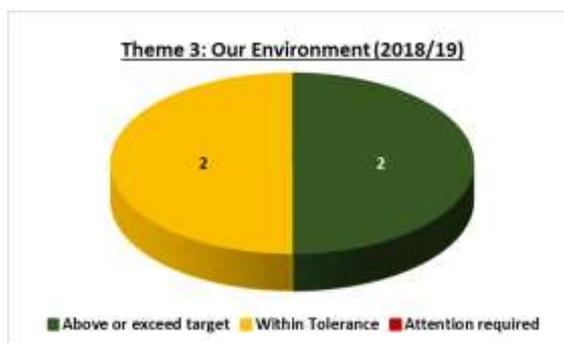
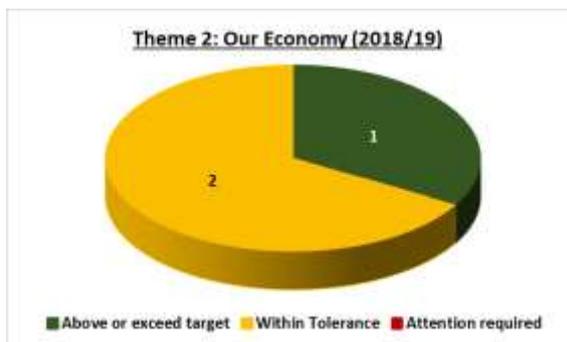
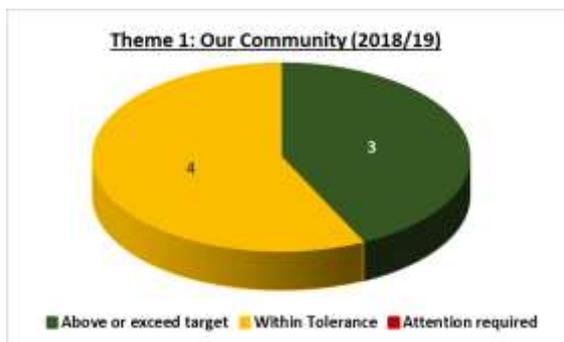
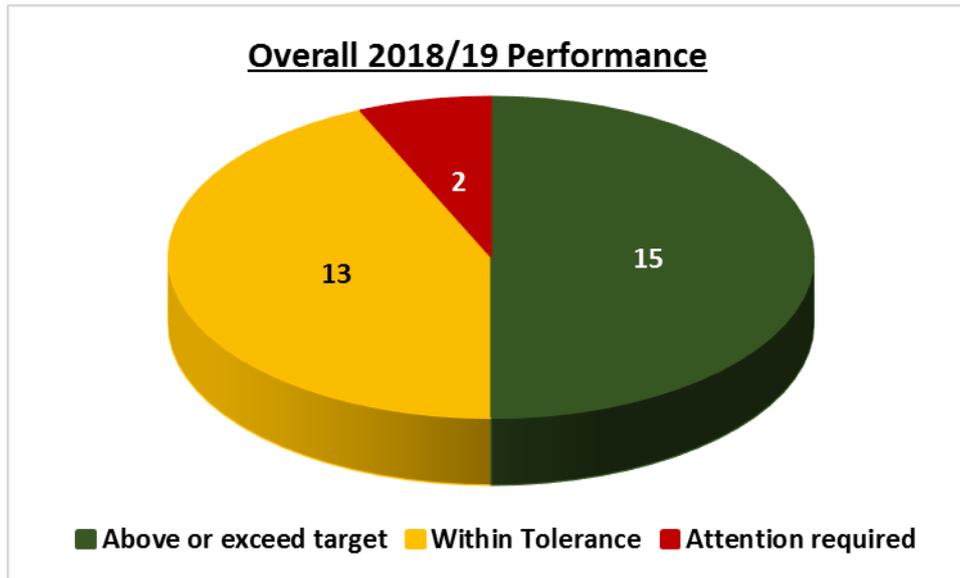
One of the processes supporting the Integrated Strategic Planning (ISP) Framework is quarterly reporting against the performance measures to monitor performance and respond to changing priorities.

A snapshot of the overall performance during Quarter 1 is included in this report. It uses a traffic light system to represent the following benchmarks:

	Attention Required	Below the lower tolerance applied to the KPI.
	Within Tolerance	Between the target and lower tolerance applied to the KPI.
	On Target	Either on or above target.

Quarter 1 Performance Measures

Out of a total 76 performance measures, 30 KPIs are measured this quarter. The results for Quarter 1 are indicated below:



28 (93%) of the Quarter 1 performance measures exceeded the target or were within tolerance levels, including:

- 90% of contracted works managed by Building Maintenance is being completed within agreed time frames with some delays being experienced with civil works associated with the leachate extraction system project.
- Overall attendance levels at leisure and aquatic facilities marginally down on collective target. KLP is barely below target predominantly due to a longer winter season affecting pool usage, but this was offset by greater usage in gym and other sports programming. WRP is up on attendances due to the new splash pad and improved fitness and sports programs. RAC is traditionally closed for the first quarter of the reporting year but saw a small patronage level towards the end of the period due to an early school term closure.

- 90% of strategic projects on schedule with the exception of the International Terminal Project that is awaiting interest from a participating airline.
- Reduction in repeat private swimming pool inspections that are down from 23% (2017/18) to only 8%. Education and awareness appears to be having effect.
- 86% of food premises are passing their primary health inspections. Support continues to be provided to those premises that are needing secondary inspections.
- Facebook engagements continue to trend well with 70,143 engagements including the Cossack Art Awards, REAF and APAC Conference as well as major project updates.
- \$23.4M was allocated to local suppliers for various projects and services that represented about 70% of payments. During this same period, 39% of the work was allocated to local suppliers.
- 51% of power consumption at the Karratha Airport was sourced from solar supplied by the Airport Solar Farm.
- 4 new indigenous staff members were engaged by the City in the areas of community services and youth.
- 99% of incoming requests and public enquiries (including those received from the Report It function) were closed out within agreed service level time frames.

Two (7%) of the Quarter 1 performance measures require attention. The table below highlights the areas of attention:

Theme	Program / Service	Measure	Shortfall in Performance	Comments/Corrective Action
Our Leadership – Responsive and Accountable	4.c.1.6 Fleet and Plant Management	4.c.1.6.a Percentage of City owned vehicles achieving acceptable levels of utilisation	Target: 60% Q1 Outcome: 46%	Targets are currently being reviewed for various pool vehicles and several light vehicles are under review for disposal.
	4.e.1.1 Customer Service	4.e.1.1.c Respond to a minimum of 500 Action requests (resident generated and self generated) per month, averaged over a 3 month KPI reporting period	Target: 1,560 Q1 Outcome: 1,395	Leave for staff had an impact on the team's ability to reach the expected target.

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

Consultation has taken place with all departments impacted by KPIs to ascertain and report on progress towards the desired performance measures.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Section 5.56(1) of the *Local Government Act 1995*, and Regulation 19CA, 19C and 19DA of the *Local Government (Administration) Regulations 1996* (the Regulations) establish requirements for Strategic Community Plans and Corporate Business Plans.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Projects detailed in the Operational Plan have been included in Council's budget.

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 2018-2019 provided for this activity:

Our Programs/Services: 4.a.2.1 Integrated Strategic Planning
 Our Projects/Actions: 4.a.2.1.1 Develop, Maintain, Monitor and Report on the Strategic Community Plan, Corporate Business Plan, Operational Plan, informing strategic documents and Key Performance Measures.

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	There are reputational risks associated if Council does not deliver on commitments in the Strategic Community Plan, Corporate Business Plan and Operational Plan.
Compliance	Low	Whilst there are statutory implications for quarterly performance reporting, the regular reporting throughout the year assists in assessing performance of service areas and highlights the need for any remedial action where it is required.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Quarterly Performance Reports have been provided to Council since the 2013-2014 financial year.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer's recommendation.

Option 2

That Council by Simple Majority pursuant to Section 5.56(1) of the *Local Government Act 1995* and Regulation 19DA of the *Local Government (Administration) Regulations 1996* RESOLVES to DEFER consideration of the Quarter 1 Performance Report for 2018-2019.

CONCLUSION

In accordance with the requirements of the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*, Council adopted a suite of documents that comprise the ISP framework.

The Quarter 1 Performance Report summarises the performance of Council in relation to goals set at the start of the financial year. This report confirms that 93% of the 30 performance measures were achieved or substantially achieved in Quarter 1 as at 30 September 2018.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 5.56(1) of the *Local Government Act 1995* and Regulation 19DA of the *Local Government (Administration) Regulations 1996* RESOLVES to RECEIVE the Quarter 1 Performance Report for 2018/19.

10.5 INFORMATION SYSTEMS POLICY REVIEWS

File No:	IT.11
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Manager Information Systems
Date of Report:	30 November 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	<ol style="list-style-type: none">1. CI-02 Record Keeping Policy2. CI-03 Use of Information Technology Facilities Policy and Guidelines “Conditions of Use of Information Technology Facilities”3. CI-04 Mobile IT Device Usage Policy

PURPOSE

For Council to consider updating Council Policies relating to the City’s Information Systems.

BACKGROUND

The following Council Policies have been reviewed for Council’s consideration:

- **CI-02 Record Keeping Policy**
There are no proposed amendments for this policy.
- **CI-03 Use of Information Technology Facilities Policy**
This policy only introduces the Conditions of Use of Information Technology Facilities which is operational, therefore, it is proposed that the policy be deleted and the Conditions of Use of Information Technology Facilities be retained operationally.
- **CI-04 Mobile IT Device Usage Policy**
More significant changes proposed to the document include:
 - Change the scope of the policy to include all mobile IT devices rather than simply tablets. The change in scope results in a Policy name change from “Tablet Usage Policy” to “Mobile IT Device Policy”.
 - Remove reference to provision of tablets to Councillors to reflect current practice.
 - Remove the bulk of the “Personal Use” statement as it duplicates provisions in Policy “CI-03 1 Conditions of Use of Information Technology Facilities”. The Mobile IT Device Usage Policy objective refers to the Conditions of Use Policy as an addendum.
 - As a result of the inclusion of mobile phones within the scope of this policy, provision has been made for users to utilise their own Apple ID to download non-business related applications, in compliance with the Conditions of Use of Information Technology Facilities.
Minor administrative changes proposed include:
 - Change of reference from “Information Technology Department” to “Information Systems Department”.

- Change of reference from “Information Technology services” to “Information Technology Service Desk”.

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

Limited consultation with staff on relevant policies.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

There are no statutory implications.

POLICY IMPLICATIONS

The proposed changes affect the existing CI-02 Record Keeping and CI-04 Mobile IT Device Usage Policies.

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.

Programs/Services:	4.1.2.5	Records Management
	4.b.2.2	Enterprise Systems and Architecture
	4.b.2.3	Software 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	Low	Use of information systems in accordance with these policies will minimise service interruption.
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

Reviews are conducted periodically by the City of all of its policies to ensure currency and relevance.

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 DEFER consideration of the following Council Policies pending further review:

- a) CI-02 Record Keeping Policy
- b) CI-03 Use of Information Technology Facilities Policy
- c) CI-04 Mobile IT Device Usage Policy

CONCLUSION

Council's Information Systems policies have been reviewed and proposed amendments ensure currency and relevance to legislation and community expectations.

OFFICER'S RECOMMENDATION

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

1. **ENDORSE** the following Council Policies as amended:
 - a) CI-02 Record Keeping Policy; and
 - b) CI-04 Mobile IT Device Usage Policy
2. **DELETE** CI-03 Use of Information Technology Facilities Policy; and
3. **NOTE** that the Conditions of Use of Information Technology Facilities will be maintained operationally.

11 COMMUNITY SERVICES

11.1 SPORTS LIGHTING WORKS PLAN

File No:	CP.986
Responsible Executive Officer:	Director Community Services
Reporting Author:	Manager Partnerships & Engagement
Date of Report:	21 November 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Sports Lighting Works Plan

PURPOSE

For Council to consider the proposed 6 year Sports Lighting Works Plan.

BACKGROUND

Council currently operates and maintains sports lighting to 30 facilities around the City. *Sports lighting* in this context, is defined as any lights that facilitate sporting activity, whether indoors or outdoors, and encompasses all electrical infrastructure, poles and luminaires as part of each sports lighting system.

In December 2017, Officers engaged consultants Focus WA to undertake an audit of every sports lighting system within the City and provide reports detailing:

- Assessments of installation;
- Assessments of structural condition and photo documentation;
- Distribution board audits;
- Electrical and surge protection audits;
- Measurements of system life spans;
- Compliance to sports lighting standards and fitness for purpose;
- Option analyses for future system installations – Upgrades to LEDs; and
- Cost estimates and forecasts for works.

The full review report completed by Focus WA is very large and available on request. The Consultant was required to provide a register of all necessary works to all light poles and systems within the City to bring the systems up to compliance with Australian Standards for sports lighting, associated electrical standards, and associated structural standards. The register includes priority indicators and cost estimates for all works. This summary is attached as the Sports Lighting Works Plan.

As a component of the audit contract, the Consultant was also required to consider whether it was in Council's best interest to commence upgrading the outdoor systems to LED luminaires when lighting replacements are due. Currently all City-operated outdoor systems are designed and constructed with Metal Halide luminaires. This is a proven system providing reliable lighting for all outdoor sports in accordance with Australian Standards. These lamps are however are less cost-efficient than the newer LED technologies. The

majority of the City’s indoor systems are fluorescent luminaires which are also reliable, have long life spans and are low cost to run.

A cost comparison between Metal Halide and LED was completed which indicated that LED systems are more cost-efficient than Metal Halide systems after 5 years of operation. In consideration of the lifespan of sports lighting systems being 25-30 years, it is recommended that Council move towards installation of LED systems.

A works plan was developed from the audit register which aims to complete remedial, upgrade and replacement lighting system works in priority order. The attached works plan highlights a six-year costs strategy, with a total budget of \$4.3million. The plan does include a seventh year, however Officers suggest the plan would be reviewed after three years and the works highlighted in year seven would be costed and assessed on need.

Priority One works respond to safety and compliance provisions and generally relate to remediation of corrosion issues. Priority Two works are based around system improvements including replacements of part that are at the end of their useful life, repairing defective lights and remedial electrical works. Priority Three works are largely system replacements that aim to re-lamp (including upgrade to LED) and re-aim lights to bring them up to uniformity and appropriate light-level standards for their associated sport.

Priority One works have been identified and the funds for these works have been included within the draft 2018/2019 Annual Budget, to be completed prior to March 2019.

The system replacements included within the Works Plan have been based around a full replacement and upgrade to LED luminaires, to ensure future maintenance and operational expenditure is as cost-effective as possible. The financial implications of LED-based upgrades are outlined within the financial section of this report and the below table summarises the efficiencies that can be realised through upgrading systems from Metal Halide to LED. It provides comparisons for a 32-floodlight system - the standard configuration for AFL ovals within the City. Using these estimates the change to LED would realise a saving of around half a million dollars over a 25-year life span.

Consideration	Metal Halide	LED
Maintenance expenses per lamp	\$559.37	\$186.66
Lamp replacement requirements	5x over 20 years	25-30 years
Lamp life expectancy (hrs)	6,000	50,000
Annual CO ₂ usage (based on 20 hrs/week)	51.92	38
Annual power consumption (based on 20hrs/week)	66,560 kW	48,922 kW

Note that the Sports Lighting Works Plan does not include any improvements to lighting assets that are currently provided by external organisations. It is anticipated that any lighting systems transferring to the city from external providers would be required to be brought up to standard prior to the City accepting operational responsibility.

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 financial expenditure.

COUNCILLOR/OFFICER CONSULTATION

Internal consultation regarding the Works Plan has taken place between the City’s Community Projects, Recreation Facilities and Building Maintenance departments.

COMMUNITY CONSULTATION

Consultation with allocated clubs for each various facility will be undertaken during the design process for works to each system.

STATUTORY IMPLICATIONS

Section 3.18 of the *Local Government Act 1995* is relevant to this report.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The Works Plan aims to complete all recommended works and a number of system replacements to LED, for a total budget of \$4.3million over a six-year period. The annual breakdown is summarized below.

YEAR		PRIORITY WORKS	OPTIONAL WORKS	TOTAL PER FY	SUMMARY OF WORKS
1	18/19	\$355,490 Priority 1 (P1)	\$123,912	\$479,402	Compliance work required to Kevin Richards, Tambrey, Wickham, KLP and Bulgarra Ovals. Mainly due to MCB's and pole fixing to base plate. Optional work focuses on RCD protection - not required under wiring rules but recommended by Consultant.
2	19/20	\$538,631 (P2 & P3)		\$538,631	Replacement of entire system at Bulgarra Tennis (Western Courts) and Open Space courts and Wickham Aquatic.
3	20/21	\$1,753,747 (P3)		\$1,753,747	Replace Existing System at Kevin Richard Oval. Suggested incorporated in phase two development.
4	21/22	\$548,665 (P2 & P3)	\$19,989	\$568,654	Replace System at Pegs Creek Oval
5	22/23	\$541,896 (P2 & P3)	\$6,900	\$548,796	Replacement of entire system at Bulgarra Tennis (Eastern Courts) and Indoor Cricket.
6	23/24	\$343,624 (P2 & P3)	\$35,075	\$378,699	Replace system at Roebourne Oval
TOTAL		\$4,082,053	\$185,876	\$4,267,929	

An assumption of the LTFP in past years has been 60% of community capital works are to be funded externally. Whilst this will remain the target of the sports lighting program, the ability to attract external funding is becoming increasingly difficult. Hence, Officers suggest throughout the above six-year program, the LTFP assumes 40% of the funds will be secured via external grants. This would result in Council making a contribution of approximately \$2.5M whilst securing external funding to the value of \$1.7M.

The six year program has been suggested for the following reasons:

1. Condition, age, timing and cost benefit of the assets;
2. Ability to attract funding is improved; and
3. Resource and scheduling works within sporting seasons.

The program could be condensed, however there are some concerns over the ability to attract substantial external funding and certain assets do not require replacement for several years. Alternatively, there is limited ability to expand the program as it is impractical to partially deliver an upgrade to a site.

Option to condense program:

YEAR		PRIORITY WORKS	OPTIONAL WORKS	TOTAL PER FY	SUMMARY OF WORKS
Yr1	18/19	\$894,121	\$123,912	\$1,018,033	Compliance work required to Kevin Richards, Tambrey, Wickham, KLP and Bulgarra Ovals. Mainly due to MCB's and pole fixing to base plate. Optional work focuses on RCD protection - not required under wiring rules but recommended by Consultant. Replacement of entire system at Bulgarra Tennis (Western Courts) and Open Space courts and Wickham Aquatic.
Yr2	19/20	\$1,753,747		\$1,753,747	Replace Existing System at Kevin Richard Oval. Suggested incorporated in phase two development.
Yr3	21/22	\$1,434,185	\$61,964	\$1,496,149	Replace System at Pegs Creek Oval. Replacement of entire system at Bulgarra Tennis (Eastern Courts) and Indoor Cricket. Replace system at Roebourne Oval
TOTAL		\$4,082,053	\$185,876	\$4,267,929	

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.2.4 Community Projects
 Projects/Actions: 1.a.2.4.1 Sports Lighting Upgrades

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	Council will continue to maintain sports lighting as part of asset management practices.
Service Interruption	Low	There is low risk of service interruption during any upgrade/replacement works. Any interruptions will be managed through communication with clubs and casual users of the City's sports facilities.
Environment	Low	There is opportunity for CO ₂ emission savings should Council endorse the Works Plan and the future implementation of LED luminaires.

Reputation	N/A	LED luminaires and associated sustainability prospects provide good reputational opportunity for Council.
Compliance	Low	Should lighting works not proceed, compliance with Australian Standards and electrical standards will not be remedied/maintained.

IMPACT ON CAPACITY

The work required to undertake the recommended sports field lighting program has been scheduled into officer workloads for 2018/19 and will be scheduled in future years if the upgrade program is approved. Additionally, the program as presented can be accommodated within future work plans.

RELEVANT PRECEDENTS

Council has previously endorsed long term capital works plans to ensure the LTFP and resourcing is appropriately managed. Council has endorsed a variety of asset management and improvement plans such as the sports lighting works plan.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

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

1. REJECT the draft Sports Lighting Works Plan; and
2. REQUEST additional investigations to operational effectiveness is undertaken.

Option 3

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

1. RECEIVE the draft Sports Lighting Works Plan; and
2. NOT ENDORSE the upgrades to LED luminaires and DRAFT the Works Plan based on replacing luminaires with Metal Halides.

CONCLUSION

The City wide external sports lighting includes a mix of new and ageing infrastructure and technology. A recent independent review of the assets suggests the replacement of current Metal Halide luminaires with LED is a cost-effective and sustainable direction for the City. This will result in a more efficient network for Council and the wider community; with improve performance and life expectancy.

OFFICER’S RECOMMENDATION

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

1. RECEIVE and ENDORSE the Sports Lighting Works Plan and schedule the below program into the Council’s Long Term Financial Plan over the next 6 years.

YEAR		TOTAL PER FY	SUMMARY OF WORKS
1	18/19	\$479,402	Compliance work required to Kevin Richards, Tambrey, Wickham, KLP and Bulgarra Ovals. Mainly due to MCB's and pole fixing to base plate. Optional work focuses on RCD protection - not required under wiring rules but recommended by Consultant.
2	19/20	\$538,631	Replacement of entire system at Bulgarra Tennis (Western Courts) and Open Space courts and Wickham Aquatic.
3	20/21	\$1,753,747	Replace Existing System at Kevin Richard Oval. Suggested incorporated in phase two development.
4	21/22	\$568,654	Replace System at Pegs Creek Oval
5	22/23	\$548,796	Replacement of entire system at Bulgarra Tennis (Eastern Courts) and Indoor Cricket.
6	23/24	\$378,699	Replace system at Roebourne Oval

2. PURSUE external funding opportunities to progress this program.

11.2 REMBURSEMENT SCHEME FOR COMMUNITY SAFETY PRODUCTS

File No:	CS.91
Responsible Executive Officer:	Director Community Services
Reporting Author:	Community Safety Coordinator
Date of Report:	22 November 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

For Council to consider a program of subsidised domestic security initiatives to improve community safety and the perception of crime in the community.

BACKGROUND

The Safer Communities Partnership has been working with the community to help reduce crime and address community safety for a number of years. Several strategies have been implemented including availability of subsidised motorbike locks, installation of footpath lighting and more recently a focus on implementing CPTED (Crime Prevention through Environmental Design) principles.

Through the November 2018 New Initiatives and Budget Review process, Council identified the need to improve community perception of crime and increase the levels of home security and residents feeling safe in their own home. The strategy to achieve this is suggested to be a subsidy program where by property owners can install security measures around their property. The installation of CCTV, home security systems and sensor security lighting are all CPTED strategies that residents can apply around their property to assist with crime prevention.

In considering the design of this program, five key questions were identified:

1. What security initiatives would be appropriate and eligible for support?
2. Who would be eligible to apply for a subsidy?
3. What would the level of the subsidy be – and the likely cost of the program?
4. How long should the program last?
5. How would the subsidy be claimed?

1. What Equipment should be eligible?

As discussed with Council in earlier briefing sessions, each equipment option listed below has a differing purpose and ability to prevent crime, respond to acts of crime and to increase the feeling of security in the home. All options are endorsed CPTED initiatives. It remains that secure premises (boundary fences, locked doors and windows and or security screens – not proposed to be part of this program), together with householder actions to secure and remove valuables from view, are the most effective crime prevention strategies. Those equipment options proposed for consideration are:

- (a) Movement activated **Security Lighting** is acknowledged as an effective deterrent to would be criminals. Their activities are clandestine and best carried out unseen.

Movement activated lighting makes them more readily detectable and acts as a significant deterrent.

- (b) **CCTV** allows for a response to crime where the offender is photographed and be referred to police for action. It is not seen as a significant deterrent to criminals who take avoidance action such as covering their faces or turning away from a known camera.
- (c) **Security Alarm** systems are useful if an intruder breaches a property barrier and either the noise is sufficient to scare them away or someone capable of responding is alerted to the beach. This relies on someone being home or having the alarm monitored at all times. It also requires the system to be turned on, which is often forgotten.

	Positives	Negatives
Security Lighting* (Approx. cost \$530 for 4 hard wired lights)	<ul style="list-style-type: none"> • Proven high impact CPTED tool. • Cheaper asset suggested and could result in a high uptake from the community. • Supports CCTV impact. 	<ul style="list-style-type: none"> • Offenders will assess if any activity from lighting.
CCTV* (Approx. cost & \$2,000 for 4 cameras hard wired)	<ul style="list-style-type: none"> • WAPOL consider value due to evidence based as offenders are known to Police. 	<ul style="list-style-type: none"> • Generally doesn't prevent crime (unless being monitored). • Requires suitable light to capture criminal activity. • Could result in more footage on social media and exacerbate the perception issue.
Home Alarm Systems* (Approx. cost \$2k for 4 sensors)	<ul style="list-style-type: none"> • Suggested audible alarms based on instant response. • Once activated does impact as offenders vacate. 	<ul style="list-style-type: none"> • Requires a monitoring service (could be linked to mobile devices). • Anecdotal evidence suggest majority of burglaries are unsecured premises – hence the alarm would be ineffective.

*Officers are only aware of two local contractors that hold the required license to hard wire home security infrastructure (CCTV and Alarm). It is a legislative requirement to hold the license when installing security systems. Hard-wired lighting must also be installed by a licensed electrician.

On balance, it is considered that the best value option for this program is movement activated security lighting. It is also suggested that householders be limited to one claim, regardless of the device or devices installed.

2. Who should be eligible?

Discussions about who gets to participate in this subsidy scheme have previously been restricted to residential properties – where people live. There are 8,064 rateable residential properties in the City, of which only 1,608 are owner occupied. The balance are tenanted (or vacant).

The question is should this subsidy scheme be available to all property owners or restricted to owner occupiers?

Status	Comment
<p>Owner occupied (1,608)</p>	<p>This group is surely the priority target of the program - those who are invested in and committed to living in the City. However this classification represents only 20% of the City's properties. Restricting the scheme to this group would dramatically limit the uptake and diminish its implementation. Assuming that the program is promoted via the Safer Communities Partnership, this restriction would also exclude key partners and similar industries who provide staff housing. Collectively, employer provided housing represents around 45% of the residential property market. Restricted eligibility may also lead to segregating pockets of the community.</p>
<p>All rateable properties* (8,064)</p>	<p>Opening the program to all of the community would create a program that addresses a community wide concern. Whilst the City's financial exposure could theoretically exceed \$4million (see the orange cell in the table below) the anticipated uptake rate suggests the cost is likely to be much less (see the green cell in the table below). Moreover, in order for tenants to make a claim on the scheme, they must provide proof purchase that is equivalent to or more than the City's contribution. If for example if the 25% uptake of the scheme was exclusively sensor lights, the least expensive option, Council's contribution of \$400,000 would be matched by resident expenditure of \$665,000, a significant economic stimulus. It is noted that if large industry partners determine to access this program the level of uptake could be very high and therefore result in a very high program cost. This would however mean a very high level of security infrastructure installed in the community.</p>
<p>Industry Owned/Bulk Ratepayer (2,231)</p>	<p>This classification is primarily industry provided employee housing and (including City of Karratha housing) represents 27% of all rateable residential properties. Noting that industry would could arguably choose and afford to install the proposed measures themselves, their tenants are our community and many of them are long-term residents. The City is in partnership with a number of these property owners across a variety of programs including the Community Safety Partnership. There could be a reputation and relationship risk should they be excluded from the scheme. This market represents 27% of our community and should the program have a 25% uptake, approximately 550 represents a cost of approximately \$110,000 to Council.</p>
<p>Government owned properties (814)</p>	<p>This classification includes GROH and other government provided housing. As stated above, some of these tenants may also be long-term residents and experience issues or have perceptions similar to other sections of the community. This category represents 10% of our community and should the program have a 25% uptake, would cost Council approximately \$40,000.</p>

To maximise the benefits that might accrue from this program, one could argue the higher the level of uptake the better, noting that Council's contribution will be matched and in most instances significantly exceeded by the resident. It is understood the purpose of this subsidy is for our community to feel safer at home. Under this direction, Officers suggest it is irrelevant the type of tenure residents access, they are all part of our community and all should have access to these measure to feel safer. Segregating sections of our community is likely to diminish the impact and effectiveness of the program.

3. How much should you be able to claim?

The program cost will be dictated primarily by the level of uptake and the level of the subsidy. The table below shows the worst possible case scenario in orange with a 100% uptake of the program and a subsidy of \$500 per household. A full uptake and a subsidy of \$500 seems both unreasonable and exorbitant as well as very expensive. A lesser level of subsidy and much lesser uptake rate is more likely and a range of options is shown below.

Rebate	Properties	10% uptake	25% uptake	50% uptake	100% uptake
\$100	1608	\$16,080	\$40,200	\$80,400	\$160,800
	8064	\$80,640	\$201,600	\$403,200	\$806,400
\$200	1608	\$32,160	\$80,400	\$160,800	\$321,600
	8064	\$161,280	\$403,200	\$806,400	\$1,612,800
\$300	1608	\$48,240	\$120,600	\$241,200	\$482,400
	8064	\$241,920	\$604,800	\$1,209,600	\$2,419,200
\$500	1608	\$80,400	\$201,000	\$402,000	\$804,000
	8064	\$403,200	\$1,008,000	\$2,016,000	\$4,032,000

The beige highlighted sections are what Officers suggest the uptake of the program is likely to be noting that the level of uptake would probably increase with a higher rebate as it became more attractive for residents. Officers consider the green highlighted section to be a reasonable rebate value and uptake.

It is anticipated that an uptake rate of around 25% is likely, and a subsidy of \$200 per household would be a sufficient incentive. This is shown in green above and over term of the program could cost council around \$400,000.

4. How long should the program run for?

	Comment
6 months	Officers consider 6 months to be too short, given the program would need to be marketed and then administered. Unlikely the program would have achieved significant reach and therefore benefit over a 6 month period.
12 month	As above. 12 months does not present a suitable period to accurately measure the benefits of a program.
18 months	Officers suggest the program is reviewed after this period. It is estimated the awareness and uptake of the program would/should have grown to a considerable level and probably plateaued.
3 years	Officer suggest this period is acceptable to have realised a substantial change within the community. This also provides a further 18-month period post the proposed evaluation (above) to implement changes.
5 years	Suggest a 5-year commitment is too long and could lock Council into a program that may be under performing. The shorter terms allow Council the flexibility to move with the community needs, rather than have funds locked into programs.
No Fixed Term	Alternatively this may be a suitable decision and as it doesn't lock Council into any length of program and allows flexibility should the program be successful or unsuccessful. Officer would still recommend a review after 18 months.

5. How should the Subsidy be claimed?

It is proposed that all equipment to be installed through the program should be hard-wired to ensure quality community outcome. Residents wishing reimbursement of money spent on installing approved security equipment would be required to complete a reimbursement request form and provide to the City:

- Proof of purchase within the program term;

- Proof of permission from the property owner;
- Certification from a licensed installer / electrician as appropriate; and
- When CCTV installed, a receipt of registration on the State CCTV register. This provides Police with a list of properties with CCTV and is a commitment that the Police may access the footage during investigations.

Summary

Council may use the above information to set the guidelines for a program, however officers recommend the below:

1. What Equipment should be eligible?

CCTV, home alarms systems and security lighting.

2. Who should be eligible?

All rateable residential properties within our community. Rental properties require **approval from home owner.**

3. How much should you be able to claim?

Up to 50% of the total security equipment installation cost up to a maximum of \$200 per property. A rebate at \$200 (up to 50%), would present a discount of approximately 10% off CCTV and alarms systems and 35% off security lighting. This could potentially require a Council contribution of up to \$350,000 over the recommended term of the program (assuming a 25% uptake).

4. How long should the program run for?

Officers suggest the program initially operates for 18 months with a review prior to the setting of the 2020/21 budget.

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 issues and affects Council's ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

The proposed program has been initiated by Councillors via the November budget Review process. Officers have reviewed five components of the program to explore the best possible outcomes for Council and the Community.

COMMUNITY CONSULTATION

The Karratha City Residents & Ratepayers Association held a public community forum on 9 October in relation to community safety issues, where approximately 70 community members attended. Attendees were addressed by representatives from WA Police, Department of Communities (Housing) and the City of Karratha Mayor. Small business also made presentations on security products and services. One of the key points raised at the meeting included investigating a sensor activated security lighting program for residents.

STATUTORY IMPLICATIONS

Installation of security equipment, such as CCTV is controlled through the *Security and Related Activities (Control) Act 1996*, which outlines that any person receiving remuneration to install, repair or maintain security equipment must hold a security installers license.

POLICY IMPLICATIONS

There are no policy implications pertaining to this report as the Council policy relating to CCTV only considers Council installations.

FINANCIAL IMPLICATIONS

The financial implications vary depending on the final endorsement of the guidelines. Based on Officers recommendation the program is likely to cost Council around \$400,000. Currently, \$30,000 has been budgeted within the 2018/19 year following the November 2018 budget review process. Officers suggest this amount remains unchanged, with a review at the March 2019 budget review. At this point in time, Officers will have a greater level of understanding around overall costs and community uptake.

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 2018-2019 provided for this activity:

Programs/Services:	1.b.3.1	Safer Communities Partnership
Projects/Actions:	1.b.3.1.1	Develop and implement the City’s Safer Communities Partnership Strategic Plan

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	Medium	Potential significant cost to Council dependent upon uptake level that is not currently included in the LTFP.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Low	The proposed program has been developed in response to community forum. Failure to implement the program could lead to some negative publicity.
Compliance	Low	The program will be managed to ensure compliance with State legislative requirements by the participants

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

The City has previously implemented subsidy programs through the Safer Communities program, including the bicycle and motorbike lock programs.

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 SUPPORT implementation of a community safety product reimbursement scheme as per the following guidelines:

1. All rateable residential properties within the City of Karratha are eligible to apply;
2. Reimbursement is a one -off application per property;
3. Reimbursement will be made for either CCTV, home alarm systems or sensor security lighting;
4. Reimbursement amount is up to 50% of cost to a maximum of \$100 per property; and
5. The scheme has a limited timeframe for participation of 3 years.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to SUPPORT implementation of a community safety product reimbursement scheme as per the following guidelines:

1. Only owner occupier residential properties within the City of Karratha are eligible to apply;
2. Reimbursement is a one -off application per property;
3. Reimbursement will be made for either CCTV, home alarm systems or sensor security lighting;
4. Reimbursement amount is up to 50% of cost to a maximum of \$200 per property; and
5. The scheme has a limited timeframe for participation of 3 years.

Option 4

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to SUPPORT implementation of a community safety product reimbursement scheme as per the following guidelines:

1. Only owner occupier residential properties within the City of Karratha are eligible to apply;
2. Reimbursement is a one -off application per property;
3. Reimbursement will be made for either CCTV, home alarm systems or sensor security lighting;
4. Reimbursement amount is up to 50% of cost to a maximum of \$500 per property; and
5. The scheme has a limited timeframe for participation of 12 months.

Option 5

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT SUPPORT implementation a community safety products security scheme.

CONCLUSION

The Safer Communities Partnership has been working with the community to address community safety and crime prevention and has implemented numerous strategies within the community. Community members also have a major role to play in addressing community safety and prevent crime. The implementation of the proposed security products reimbursement scheme will assist residents make their residence safer and prevent crime.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to SUPPORT implementation of a community residential safety product reimbursement program as per the following guidelines:

- 1. All rateable residential properties within the City of Karratha are eligible to apply;**
- 2. Reimbursement is limited to one application per property upon submission of:**
 - a) Proof of purchase within the program term;**
 - b) Proof of permission from the property owner;**
 - c) Certification from a licensed installer / electrician as appropriate; and**
 - d) When CCTV installed, a receipt of registration on the State CCTV register.**
- 3. Reimbursement will be made for any one or a combination of CCTV, home alarm systems or sensor security lighting approved installations;**
- 4. Reimbursement amount is up to 50% of the cost of the installation to a maximum of \$200 per property; and**
- 5. The program is reviewed after 18 months, commencing 1 January 2019.**

11.3 REVIEW POLICY CS-24 COMMUNITY ENGAGEMENT

File No:	GV.10
Responsible Executive Officer:	Director Community Services
Reporting Author:	Community Engagement Coordinator
Date of Report:	22 November 2018
Applicant/Proponent:	Ni
Disclosure of Interest:	Nil
Attachment(s)	Revised CS-24 Community Engagement Policy

PURPOSE

For Council to consider the proposed changes to Policy CS-24 (formerly CE-09), Community Engagement.

BACKGROUND

Policy CS-24 (formerly CE-09) Community Engagement seeks to provide a framework to determine the appropriate level of community engagement for Council policies, projects and decisions. The Policy was endorsed by Council in June 2010 (#151648) and revised in August 2012 (#152174) and February 2016 (#153371).

The attached changes are proposed to update the policy to ensure where community engagement is undertaken, it is genuine, meaningful and follows current best practice. Engagement with the local community can be broadly classified as statutory (e.g. planning applications) or discretionary, although it is noted that there is an increased expectation in the community that they are widely consulted on all issues that may affect them.

The proposed changes acknowledge that a level of community engagement is required for all Council endeavours both statutory and discretionary. The current policy references the International Association for Public Participation (IAP2) Public Participation Spectrum to guide officers in selecting the appropriate depth and breadth of engagement required for each Council endeavour regardless of the type.

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 issues and impacts on Council’s ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place with key internal staff members for the review of this policy.

The Officers’ review of CS-24 Community Consultation included formatting and minor changes. The alterations of note include:

Item/Section	Change
2.2	This amendment includes the requirement for officers proposing non-statutory engagement to work with the Community Engagement team (being Director, Manager or Officers within the CE team) to develop an engagement plan outlining the stakeholder group, approach, and responsibility for informing and delivery of the consultation program.

2.3	This amendment articulates the importance of the timing of engagement where a decision will have a significant impact on community members and relevant stakeholders.
4.	Improved clarity around roles and responsibilities

Additionally, outside of policy changes, Officer suggest the IAP2 spectrum identified within the policy is included within future Council reports under the Community Consultation section. This would require (where relevant) for Officers to advise what level of consultation or engagement is required or has been delivered; and ultimately detail the outcome.

COMMUNITY CONSULTATION

No community consultation is required as this is an internal procedural policy.

STATUTORY IMPLICATIONS

Section 3.18 of the *Local Government Act 1995* is applicable to this report.

POLICY IMPLICATIONS

Policy CS-24 (formerly CE-09) Community Engagement applies.

FINANCIAL IMPLICATIONS

There are no financial implications. However, Officers suggest an allowance for consultation should be built into project budgets in a similar fashion to Public Art.

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 2018-2019 provided for this activity

Outcomes/Responses: 1. c.1 Best practice community engagement methods are employed to determine community needs
 Programs/Services: 1. c.1.2 Community Engagement

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	Nil	N/A
Financial	Nil	N/A
Service Interruption	Low	Inappropriate or mismanaged engagement can create service interruptions and delayed delivery of projects.
Environment	Nil	N/A
Reputation	Low	Proposed changes ensure correct community engagement best practice is utilised. Should Council resolve to not endorse and implement the proposed changes this could have an adverse effect on Council’s reputation.
Compliance	Low	Community engagement is managed in accordance with Policy CS-24 (formerly CE-09) to ensure compliance

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

This policy 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 3.18 of the *Local Government Act 1995* RESOLVES to not endorse the modifications to Policy CS-24 (formerly CE-09), Community Engagement.

CONCLUSION

The proposed amendments to Council Policy CS-24 (formerly CE-09), Community Engagement provides Officers with a wide range of contemporary community engagement tools to effectively engage with and work in partnership with the community on Council endeavours.

The policy outlines a framework that ensures best practice in community engagement and requires relevant departments consult the Community Engagement department on any proposed community engagement or consultation.

The proposed amendments will allow for transparency for all future Council endeavours and increase community trust and create a positive reputation of Council within the local community.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ADOPT the revisions as contained in the attachment to this report to CS-24 Community Engagement Policy.

11.4 COMMUNITY GRANTS AND CONTRIBUTIONS SCHEME

File No:	GS.34, GS.36, GS.41, GS.51
Responsible Executive Officer:	Director Community Services
Reporting Author:	Community Engagement Coordinator
Date of Report:	22 November 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	<ol style="list-style-type: none"> 1. Revised CS-06 Community Grants and Contributions Scheme 2. CS-19 Annual Community Association Development Scheme

PURPOSE

To consider revisions to Policy CS-06 Community Grants and Contributions Scheme and the deletion of Policy CS-19 Annual Community Association Development Scheme.

BACKGROUND

In May 2018, the City engaged independent consultants Creating Communities to undertake an evaluation and report on recommendations regarding the City's current community grant schemes in the period 2012 to 2017.

The report provided a detailed review of grant effectiveness, community needs, strengths and challenges. The report also provided an in depth analysis of the individual grant schemes, a comparative review of other LGA grants, and an overall analysis on the social return on investment to Council. This report was presented to Council at the November 2018 Ordinary Council Meeting, Councillors adopted the following:

1. COMBINE the Annual Community Association Development Scheme and Annual Community Grant Schemes to become the "Bi-Annual Community Grant Scheme";
2. ALLOCATE a nominal amount of \$675,000 (ex GST) across all community grant schemes for the 2019/20 financial year; and
3. CONSIDER the necessary policy changes at the December 2018 Ordinary Council Meeting to include:
 - a) Refine the grant application assessment/selection criteria considering alignment with the City's Strategic Community Plan and the framework outlined in chapter 12 of the Creating Communities report such as:
 - (i) Volunteer hours contributed (15),
 - (ii) Leverage of funds (15),
 - (iii) Extent of investment in local business (10),
 - (iv) Demonstrated evidence of need - benefit to the community (10),
 - (v) Successful performance and acquittal of previous grant allocations (10),
 - (vi) Level of engagement and connection between residents (10),
 - (vii) Sustainability of the activity (5),
 - (viii) Capacity for self-delivery (5),

- (ix) Event impact, novelty, wow factor (10), and
 - (x) Partnership and relationship development between residents, the community and the City (10).
- b) Assess applications on a nominal 100 point scale allowing for weighted criteria (see above) in line with the purpose of the grant;
 - c) Require all applications to score more than 60 points from a possible 100 points to be eligible for funding;
 - d) Award funding from highest score to lowest score above 60 until the funding allocation is exhausted;
 - e) Quarantine from the competitive allocation within each round of the Biannual grants the sum of \$25,000 each for Dampier, Roebourne, Wickham and Point Samson – a total of \$100,000 per round, \$200,000 per year;
 - f) Allocate the quarantined sum on a competitive basis for each township – applications only competing against other applications for that township; and
 - g) Once the quarantined sum for each township is exhausted, any remaining applications scoring over 60 points are considered in the unrestricted competitive scheme applicable across the city.
4. CONSIDER requests from community organisations to apply for a Memorandum of Understanding to provide for multiple year funding (maximum 3 years) for established annual events that are proven and valued activities in the annual calendar. These requests are to be approved by Council. NOTE Memorandum of Understandings will not reduce the nominal amount of \$675,000 (ex GST);
5. CONSIDER requests from community organisations for infrastructure projects as part of the Bi-Annual funding scheme noting that all capital works projects valued in excess of \$15,000 shall be undertaken by the City; and
6. CONSIDER establishing capacity building workshops (as per the current City grant writing workshops) for community organisations that address using community engagement to establish community need and program evaluation.

In response to Council Resolution 154200, Officers propose to delete Policy CS-19 Annual Community Association Development Scheme and significantly amend Policy CS-06 Community Grants and Contributions Scheme. The November OCM decision determined to combine the ACADS and Annual grants scheme as one grants scheme to be offered to all community groups bi-annually. In summary, these changes describe how the new bi-annual grants scheme would be administered and include a revised scoring matrix and the quarantining of funds for outlying towns (via a competitive process).

The attached changes are proposed to update the policy to reflect the recommendations made by Creating Communities and the direction of Council as per Council Resolution 154200.

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 issues and affects Council's ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

Officers have reviewed the assessment criteria set by Council at the November meeting and now offer some further evaluation criteria with a view to diminishing the subjectivity of the assessment.

The aim is to make the assessment criteria as objective as possible, easy for community groups to address in their applications and acquittals, and transparent for Officers to report on. Officers have provided commentary in the ‘considerations’ column in the table below to clarify the criteria.

Criteria under points 5, 6 and 8 are seemingly similar as they all focus on relationship/engagement with the wider community. This may skew scoring with these criteria accounting for 30% of the total weighting. Acknowledging the importance of community engagement, but not wishing to unnecessarily distort the assessment process, Officers suggest the consideration is given to each to ensure transparency between criteria. Additionally, there is limited ability within the proposed criteria to assess exposure and recognition for the City of Karratha and point three allows a level of subjectivity to the evaluation, hence the exposure has been built into this point. The table below highlights the criteria endorsed by Council and the considerations Officers propose to utilise through the evaluation process.

Proposed Criteria	Evaluation considerations
1. Volunteer hours contributed (15)	How many volunteer hours will be contributed from the community group or other volunteers. Application would be assessed on a scale of 0-10,000 hours.
2. Leverage of funds (15)	Level of other funding secured (confirmed or non-confirmed).
3. Event impact, novelty, wow factor (10)	Event exposure and reach in terms of number of people it affects. Level of recognition for the City (Local, region-wide, state-wide). Is there a project/event/initiative similar that currently operates within the City of Karratha, State or Nationally?
4. Extent of investment in local business (10)	Percentage of spend through local businesses within the City of Karratha.
5. Partnership and relationship development between residents, the community and the City (10)	Number of synergies between project and Strategic Community Plan / annual operations plan.
6. Demonstrated evidence of need - benefit to the community (10)	What are the tangible outcomes/benefits to the Community that can be measured at the completion of the project/program/initiative.
7. Successful performance and acquittal of previous grant allocations (10)	Prior history and engagement of group with the City. IE: Previous successful projects, quality of previous acquittals, attendance to City run workshops to enhance grant writing ability.
8. Level of engagement and connection between residents (10)	Level of community consultation. Evidence needs to be provided. i.e. community surveys, feasibility studies, strategic planning.
9. Sustainability of the activity (5)	What is the impact of reduced funding? What is the impact if funding is not recurring?

10. Capacity for self-delivery (5)	Can the community/sporting group deliver the project on their own or need to engage project managers/coordinators?
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Consultation has taken place with internal staff members for the review of this policy. The below table highlights the additional amendments to CS-06 Community Grants and Contributions Scheme.

Section	Alteration
1	Altered from <i>City of Karratha Annual Community Grant Scheme</i> to <i>City of Karratha Bi-Annual Community Grant Scheme</i>
2.3	Addition of: <i>Applications received after the advertised closing date will not be considered.</i> <i>Community Associations amended to Community Organisations</i>
2.5	References pertaining to CS19 – Annual Community Association Development Scheme has been deleted
2.7	References pertaining to CEO delegation deleted
3.1	Altered from <i>City of Karratha Annual Community Grant Scheme</i> to <i>City of Karratha Bi-Annual Community Grant Scheme.</i>
3.1	<i>Annual Events</i> has been altered to <i>Events.</i>
3.1	Addition of: <i>Note: Capital works projects or capital improvement projects that exceed \$15,000 will be undertaken by City Officers. These projects will be subject to consideration through Council’s “New Initiatives” process and not directed through the grants scheme.</i>
3.1	Commentary pertaining to advertised closing dates was added to allow for two rounds per year.
3.1	Addition of: <i>Outlying townships: there will be a quarantined amount of \$25,000 each for the outlying townships of Dampier, Roebourne, Wickham and Point Samson, per round. That is, up to \$200,000 per year. The quarantined amount will be reviewed at the time of policy review to ensure funding is still being utilised based on demonstrated community need</i>
3.1	Addition of: <i>Scoring Criteria that each application will be assessed against</i>
3.1	Addition of: <i>The scale on which funding will be allocated to applications scoring 60 or higher</i>
3.1	Addition of commentary pertaining to Council considering requests from community organisations to apply for a Memorandum of Understanding for annual events
3.2	Increase of the maximum amount available to apply for through the Quarterly Grant Scheme from \$4,500 to \$5,000
5	Reference to Policy CS-19 Annual Community Association Development Scheme has been deleted

For further detail on the proposed changes to Policy CS-06 Community Grants and Contributions Scheme, please see the attachment accompanying this report.

COMMUNITY CONSULTATION

Extensive community consultation took place during the review of the City’s current grant schemes.

Should Council resolve to support the Officers recommendation, there will be further community consultation and change management through community workshops and information sessions to ensure community groups and organisations understand the implications the Policy amendment will have on specific cohorts of the community. Several

community associations have raised concern due to the proposal requiring them to access funding through a competitive process.

STATUTORY IMPLICATIONS

Section 7.2 (2) (b) of the *Local Government Act 1995* is applicable in respect to Council determining local government policies.

POLICY IMPLICATIONS

Policy CS-06 Community Grants and Contributions Schemes applies.

FINANCIAL IMPLICATIONS

As per Council Resolution 154200, there will be a nominal amount of \$675,000 allocated in principal in the 2019/2020 draft budget to allocate towards all Community Grant Schemes.

Council has resolved to allow community organisations to apply for a Memorandum of Understanding to provide for multiple year funding (maximum 3 years) for established annual events that are proven and valued activities in the annual calendar. Historically, community organisations have requested funding of \$5,000 - \$40,000 to run annual events. The allowance for these events is proposed not to impact the allowance of \$675,000 for bi-annual and quarterly grants and should be budgeted separately.

Current MOU style support for established annual events is shown in the table below and the sums listed include both cash and kind contributions.

FeNaCING Festival	\$80,693
Sprintcar Stampede	\$20,000
Billfish Shootout	\$20,000
NorWest Jockey Club (Roebourne Races)	\$20,000
Brew and the Moo	\$30,000

There is also a suite of established annual events that have been supported by the ACADS scheme that may be considered for an MOU style arrangement. These include:

- Dampier Markets;
- Wickham Picture Gardens Movies;
- Guy Fawkes Night Fireworks;
- Billy Cart Derby;
- City Centre Markets Karratha; and
- Dampier Art Awards.

Due to this, Officers recommend restricting community organisations to a maximum of two events within the MOU process at any one time. Based on the suite of events that are currently funded via the previous ACADs or Annuals scheme, Officers suggest the additional cost under the MOU process would be circa \$150,000. This is likely to grow given the scheme is open to the wider community.

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 2018-2019 provided for this activity

Outcomes/Responses:	1. c.1	Best practice community engagement methods are employed to determine community needs
Programs/Services:	1. c.1.2.1	Provide grant funding opportunities

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	Nil	N/A
Financial	Low	A nominal amount of \$675,000 has been allocated in the 2019/2020 draft budget to be allocated towards all community grant schemes. Future years could require additional allocations for MOU style events
Service Interruption	Nil	N/A
Environment	Nil	N/A
Reputation	Nil	Some community associations are not supportive of the change due to the removal of dedicated funds, which are non-competitive.
Compliance	Nil	N/A

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

This policy was last reviewed in December 2016.

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. COMBINE the Annual Community Association Development Scheme and Annual Community Grant Schemes to become the "Bi-Annual Community Grant Scheme";
2. ALLOCATE a nominal amount of \$675,000 (ex GST) across all community grant schemes for the 2019/20 financial year; and
3. CONSIDER the necessary policy changes at the December 2018 Ordinary Council Meeting to include:
 - a) Refine the grant application assessment/selection criteria considering alignment with the City's Strategic Community Plan and the framework outlined in chapter 12 of the Creating Communities report such as:
 - (i) Volunteer hours contributed (15),
 - (ii) Leverage of funds (15),
 - (iii) Extent of investment in local business (10),
 - (iv) Demonstrated evidence of need - benefit to the community (10),
 - (v) Successful performance and acquittal of previous grant allocations (10),
 - (vi) Level of engagement and connection between residents (10),
 - (vii) Sustainability of the activity (5),
 - (viii) Capacity for self-delivery (5),
 - (ix) Event impact, novelty, wow factor (10), and

- (x) Partnership and relationship development between residents, the community and the City (10).
 - b) Assess applications on a nominal 100 point scale allowing for weighted criteria (see above) in line with the purpose of the grant,
 - c) Require all applications to score more than 60 points from a possible 100 points to be eligible for funding,
 - d) Award funding from highest score to lowest score above 60 until the funding allocation is exhausted,
 - e) Quarantine from the competitive allocation within each round of the Biannual grants the sum of \$25,000 each for Dampier, Roebourne, Wickham and Point Samson – a total of \$100,000 per round, \$200,000 per year,
 - f) Allocate the quarantined sum on a competitive basis for each township – applications only competing against other applications for that township, and
 - g) Once the quarantined sum for each township is exhausted, any remaining applications scoring over 60 points are considered in the unrestricted competitive scheme applicable across the city.
4. CONSIDER requests from community organisations to apply for a Memorandum of Understanding to provide for multiple year funding (maximum 3 years) for established annual events that are proven and valued activities in the annual calendar. These requests are to be approved by Council. NOTE Memorandum of Understandings will not reduce the nominal amount of \$675,000 (ex GST);
5. CONSIDER requests from community organisations for infrastructure projects as part of the Bi-Annual funding scheme noting that all capital works projects valued in excess of \$15,000 shall be undertaken by the City; and
6. CONSIDER establishing capacity building workshops (as per the current City grant writing workshops) for community organisations that address using community engagement to establish community need and program evaluation.

Option 3

That Council by SIMPLE majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to not endorse the modifications to Policy CS-06, Community Grants and Contributions Scheme.

CONCLUSION

The proposed amendments to Council Policy CS-06 Community Grants and Contributions Scheme and the deletion of Council Policy CS-19 Annual Community Association Development Scheme as detailed in this report will provide Officers and relevant stakeholders clear direction for the application process and management of Council funding.

The proposed amendments will allow for transparency for future Council funding community groups and organisations and will create a positive reputation of Council within the local community.

OFFICER'S RECOMMENDATION

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

- 1. ADOPT the revisions as contained in the attachment to this report to CS-06 Community Grants and Contributions Scheme; and**
- 2. DELETE Council Policy CS-19 Annual Community Associations Development Scheme.**

12 DEVELOPMENT SERVICES

12.1 DEVELOPMENT APPLICATION – PROPOSED MICRO-BREWERY – LOT 100 MOOLIGUNN ROAD, KARRATHA INDUSTRIAL ESTATE

File No:	DA18146
Responsible Executive Officer:	Director Development Services
Reporting Author:	Principal Planner
Date of Report:	20 November 2018
Applicant/Proponent:	Jack Heales
Disclosure of Interest:	Nil
Attachment(s)	<ol style="list-style-type: none"> 1. Location Plan 2. Site Plans, Elevations, Floor Plans

PURPOSE

For Council to consider an application for Development Approval for a micro-brewery at Lot 100 Mooligunn Road, Karratha Industrial Estate.

BACKGROUND

The City received Development Application DA18146 on 25 October 2018. The application proposes a micro-brewery at Lot 100 Mooligunn Road, Karratha Industrial Estate. The application includes parking located in the road verge of both Mooligunn Road and Cherratta Road. The site is zoned 'Industry' under the City's Local Planning Scheme No.8 (Scheme).

Site and Surrounds

Lot 100 is a 2,018m² lot at the corner of Mooligan Road and Cherratta Road. The lot currently contains three building components:

- | | |
|--------------|---|
| Component 1. | Long main workshop running diagonally across the block from the Mooligunn/Cherratta corner. |
| Component 2. | Smaller office component on the corner that extends the wall length of the main workshop, although at a lower profile. |
| Component 3. | Vacant building space of greater depth and similar roof height to workshop that sits in front of the workshop along the southern boundary and fronting Cherratta Road. This component is proposed to be used for the micro-brewery. |

The balance of Lot 100 is sealed for vehicle parking and manoeuvring. The site is fenced and gated along both road frontages. Vehicle access to the site is via two crossovers; one from Mooligunn Road and one from Cherratta Road.

Lots zoned Industry and containing existing industrial land uses adjoin the southern and eastern boundaries of Lot 100. Mooligunn Road and Vacant Crown Land lie to the north of the site. Cherratta Road and a vacant lot owned by Water Corporation lie to the west. The lot owned by Water Corporation is in a Scheme reserve for 'Public Purposes: Waste Disposal

and Treatment'. All other land on the other side of Cherratta Road is zoned 'Transient Workforce Accommodation' (see Location Plan in Attachment 1).

Proposal

The applicant has stated the primary purpose of the application is to provide wholesale manufacturing and trade sales of local craft beer to local licensed businesses. The secondary purpose is to provide an area designated for brewing tours, tastings and door sales, merchandising display and sales. The proposal includes an onsite taproom is intended to act as a branding touch point for both wholesale trade, tours and visitors.

The brewery component of the development has an entry, a tasting area, reception/bar, brewing room, cool room and brewing store area covering an area of 270m² (see Attachment 2). These areas are contained within the existing building. Adjacent to the building entry and external to the building, it is proposed to construct a new raised deck, which would include an accessible ramp. A transportable toilet building is proposed at a 0.5m setback from the south-western corner on the Cherratta Road frontage.

Proposed parking for the development:

- Eight (8) on-site parking bays are proposed on the eastern side of the workshop, including an accessible bay.
- Fourteen (14) additional parking bays and an associated one way access aisle are proposed within the Cherratta and Mooligunn road verges adjoining the site.
- These bays and access aisle extend from an entry at the existing Cherratta Road crossover to an exit at the existing Mooligunn Road crossover.
- This parking and access aisle is proposed to be constructed of compacted crushed aggregate and not line marked or kerbed.
- The application states that only temporary approval for three (3) years is sought for the verge parking.
- According to the proponents, this timeframe will allow them to determine how the micro-brewery performs from this site and to make longer-term decisions about plans beyond that point.

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 between Planning, Health, Building and Technical Services.

Technical Services recommends that temporary parking in road verge areas should be constructed to a minimum standard of one coat seal, with kerbing between the edge of the car park and the top of the City's drain (located in the road verge). The reasons for requiring this minimum standard are:

➤ Protect City assets and minimise City costs to maintain assets

The road verge in this area contains a drain which is not of significant depth or gradient and that could be traversed by vehicles. Vehicles directly accessing parking bays from the road may cause physical damage to the drain and the edge of the road and affect the functionality of the drain. Kerbing would dissuade drivers from directly accessing the parking bays from the road and would encourage them to use the approved access and egress arrangements. A one coat seal with kerbing would also prevent loose gravel from being transported into the drain in rain events and by vehicle movements over time. The resultant silting of the drain would affect its functionality and require maintenance attention.

- Traffic safety
Mooligunn Road is one of the higher traffic volume roads in the KIE. Mitigation measures should be provided to prevent vehicles entering or exiting parking bays from this intersection. The kerbing can help achieve this and would encourage a safer traffic environment. A one coat seal and kerbing would also reduce potential for gravel to be transported onto the road at this intersection.
- Dust minimisation
A one coat seal will provide greater dust mitigation than unsealed compacted gravel.
- Aesthetics
Kerbing and sealing would define this area as a formal parking area for the site and improve the aesthetics of the location.

Technical Services has advised that permanent parking in the road verge should be constructed to a higher standard.

It is recommend that condition/s and associated advice notes be imposed requiring a minimum standard of one coat seal and kerbing for the temporary parking within the road verge, should approval be granted.

Environmental Health Services has advised that the plans indicate two potential effluent holding tanks for this development – one being a holding tank under the transportable toilet building and the other being a holding tank for the wastewater from the brewery. The applicant proposes to store wastewater in holding tanks and to pump them out on an as-required basis for disposal at an approved facility. For other developments, the City has only approved the use of holding tanks on a temporary basis for up to a maximum of 12 months. In this instance, the proponent will be required to seek written confirmation from the Department of Health that the proposed wastewater disposal methodology is permitted. An advice note to this effect will be included should approval be granted. This will mean Department of Health approval will need to be granted prior to the micro-brewery being able to operate.

Building Services has advised that there are unresolved issues in regards to the fire compartment size and the need for hydrants to achieve the required flow rates. On submission of a building application, the proponent will be required to provide details of compliance with the fire safety requirements of the BCA. If approval is granted, then an advice note to this effect will be applied.

COMMUNITY CONSULTATION

The application was publicly advertised for a minimum 14 day period in accordance with requirements of the Planning and Development (Local Planning Schemes) Regulations 2015. The following means of public notification were included:

- A notice in the Pilbara News;
- Letters mailed to surrounding property owners and hand delivered to business operators;
- The City's website under 'Public Notifications'.

The application was publicly advertised until 22 November 2018. No submissions were received.

STATUTORY IMPLICATIONSProposed Land Use

A micro-brewery is a use not listed in the zoning table of the Scheme. Clause 3.2.5 of the Scheme requires Council to:

- a) Determine either that the proposal is not consistent with the objectives and purposes of the particular zone or precinct and is therefore, not permitted or by absolute majority that the proposed use may be consistent and;
- b) Should Council resolve that the proposal is consistent with the Scheme, to make determination on the application.

The relevant objectives and purposes are:

The proposal is considered to be consistent with the relevant objectives and purposes of the 'Industry' zone and in the Karratha Precinct. If Council agrees, then an absolute majority vote is required to that effect before the application can be determined by Council.

Schedule 2 Clause 64 (b) of the *Planning and Development (Local Planning Schemes) Regulations 2015* requires applications for uses not listed to be publicly advertised.

Clause 5.8.7 and 5.1.2 of the Scheme – Front Setback

The proposal includes a transportable toilet building with a front setback distance of 0.5m. Clause 5.8.7 of the Scheme requires development to be setback a minimum of 5m from the front boundary. Clause 5.1.2 states that if a development does not comply with a standard prescribed in the Scheme with respect to setbacks, then the local government may approve the application if it is satisfied that it is consistent with orderly and proper planning of the locality and the preservation of the amenity of the area. Further, the proposal is not to have any adverse effect on the occupiers or users of the development, or the future likely development of the locality.

In relation to the amenity impact of the proposed reduced setback, it is considered that the amenity of the area could be improved by setting the building back further from the front boundary and that setback being appropriately landscaped to soften and screen the bulk and form of the building as it will appear to the public domain and those visitors to the site. If this application is approved, then a condition is recommended requiring a revised plan to be submitted to and endorsed by the City showing how the building and surrounds will be treated to improve aesthetics including revision of setbacks and provision of landscaping. A further condition is recommended requiring the transportable toilet building to be removed from site should the micro-brewery cease to operate. Subject to these conditions being imposed on any approval, it is considered that the proposal is consistent with orderly and proper planning and that the amenity of the locality will be preserved.

Adequate sightlines will be maintained for vehicles exiting the adjoining site as the transportable toilet building is proposed to be setback 3m from the side boundary. Additionally, the crossover length of the adjoining site is relatively wide at approximately 16.5m, allowing for adequate view of oncoming traffic from the Mooligunn/Cherratta intersection. The proposed location of the toilet building will not have any adverse impact on the site and users of the site and is not considered to affect the future development of this locality.

Clause 5.11 of the Scheme – Vehicle Parking and Access

Under Clause 5.11.1 of the Scheme, all development is to provide onsite parking. Under Clause 5.11.16, all of this parking is to be sealed. Clause 5.11.2 requires the number of parking bays to be in accordance with requirements of Appendix 3 of the Scheme. The proposal includes a total of 22 bays; 14 of which are unsealed parking bays with associated

access aisles in the road verge. Clause 5.1.2 allows the City to approve variations to Scheme parking requirements.

Non-compliance with Scheme	Officer Assessment and Comment
<p><u>Proposed Parking Off-site</u> The City is being requested to vary the requirement for all parking to be located on site and to allow the majority of the parking for the micro-brewery to be verge parking.</p>	<p>This is a new type of development for the City. The City seeks to encourage the establishment of new businesses that promote economic diversification and liveability. While the site is unable to accommodate any further onsite parking due to existing development, there have been no technical concerns raised about the proposed verge parking. However, the proposed verge parking is only suitable if access is controlled in an acceptable way, as recommended by Technical Services. The proposed verge parking is only proposed at this stage on a temporary basis. Where parking can be provided on site, the preference will remain that parking is provided on site.</p>
<p><u>Standards for Parking</u> The City is being requested to vary the requirement for all parking to be to a sealed standard and to allow for compacted gravel in the road verge.</p>	<p>Technical Services have advised that temporary parking in the verge would be acceptable, should a minimum one coat seal and kerbing be provided.</p>
<p><u>Required Parking Bay Numbers</u> The land use of micro-brewery is not listed in Appendix 3: Car Parking Requirements.</p>	<p>Where a land use is not listed in Appendix 3, parking is considered at the City’s discretion in accordance with Clause 5.11.2. In this respect, the various elements for parking as listed in the parking requirements for ‘Tavern’ in Appendix 3 (lounge area, outdoor entertainment/beer garden area) have been used to calculate a parking requirement. The lounge area calculation has been applied to the indoor area dedicated to ‘tasting/sales. The beer garden calculation has been applied to the outdoor area indicated for visitor use. Based on the floor areas presented in the application and the relationship of micro-brewery components to the ‘Tavern’ use, a total number of 26 bays would be required. There are 22 car bays provided, creating a 4 car bay shortfall. It is considered that the micro-brewery use is less intensive than a ‘Tavern’ and that the required car bays could be reasonably reduced. The maximum number of car bays for the site has been provided and is considered adequate with the 4 bay shortfall within acceptable limits.</p>

An on-site inspection revealed that there are pit lids for various infrastructure and a cabinet in the road verge. These assets must not be adversely affected by any approved parking in the road verge.

It is recommended that conditions be imposed to require:

- maintenance of the car parking;
- public liability and insurance cover for any activity occurring in the verge parking;
- upgrade the parking to a minimum permanent standard should the parking be required beyond the temporary three (3) year period; and
- removal of the verge parking and remediation of the land to the satisfaction of the City should the brewery operations cease on site.

POLICY IMPLICATIONS

Local Planning Policy ‘DP5 – Industrial Zones and Industrial Development Requirements’ is applicable to proposed development on this site.

Landscaping is shown on the submitted site plan. Inspection of the site revealed that some landscaping on site is of a good quality but that some areas require additional attention. It is recommended that a condition of any approval require the planting of landscaping in the area shown on the plans and these areas be maintained at all times, in a good condition, to the satisfaction of the City.

FINANCIAL IMPLICATIONS

The proponent has paid the fee for the Development Application in accordance with the City’s fee schedule.

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 2018-2019 provided for this activity:

Programs/Services:	2.a.2.3	Planning Services
Projects/Actions:	2.a.2.3.1	Help proponents capitalise on local business opportunities by advising them on relevant site considerations.

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	Low	Nil
Financial	Low	If the proposed verge parking is developed to the standard proposed by the application, then there may be higher maintenance requirements for the City.
Service Interruption	Low	The road and drainage network functionality can be managed with conditions of approval.
Environment	Low	Environmental Health approvals are required.
Reputation	Low	No submissions objecting to this proposed development have been received.
Compliance	Low	If the development is approved and conditions of approval are not adhered to, then City officers will undertake compliance action.

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. The City has not previously had a Development Application for assessment for a micro-brewery in an ‘Industry’ zone. The City has previously approved verge parking adjacent to land zoned Industry on limited occasions.

VOTING REQUIREMENTS

Clause 3.2.5 of the Scheme requires that Council determine by absolute majority that the proposed use may be consistent with the objectives and purposes of the zone and/or the precinct objectives. Council can subsequently determine Development Application DA18146 by simple majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Clause 3.2.5 of the *City of Karratha Local Planning Scheme No.8* RESOLVES to:

1. DETERMINE that the use of micro-brewery as presented in Development Application DA18146 at Lot 100 Mooligunn Road, Karratha Industrial Estate is not consistent with the objectives and purposes of the particular zone or precinct and is therefore not permitted;
2. REFUSE Application for Development Approval DA18146 for a micro-brewery at Lot 100 Mooligunn Road, Karratha Industrial Estate.

CONCLUSION

Development Application DA18146 for a micro-brewery at Lot 100 Mooligunn Road, Karratha Industrial Estate is a use not listed in the zoning table of the City's Local Planning Scheme No.8. For uses not listed, the Clause 3.2.5 of the Scheme requires Council to first consider whether the proposal is consistent with the relevant objectives and purposes of the Scheme. Council is required to vote by absolute majority that the proposal is consistent with the Scheme and then make determination on the Development Application.

Officers consider that the proposal is consistent with the relevant objectives and purposes of the scheme. Officers have assessed the proposal against the City's planning scheme and policies and consider that all aspects can be appropriately managed by way of conditions.

OFFICER'S RECOMMENDATION

That Council by:

1. **ABSOLUTE** Majority pursuant to Clause 3.2.5 of the City of Karratha Local Planning Scheme No.8 **RESOLVES** to **DETERMINE** that the use of micro-brewery as presented in Development Application DA18146 at Lot 100 Mooligunn Road, Karratha Industrial Estate is consistent with the objectives and purposes of the zone and the precinct objectives and an application for development approval should be determined in accordance with Clause 64 and Part 9 of the deemed provisions of the Planning and Development (Local Planning Schemes) Regulations, 2015; and
2. **SIMPLE** Majority pursuant to Schedule 2 Part 9 Section 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* **RESOLVES** to **APPROVE** Development Application DA18146 for a micro-brewery (use not listed) at Lot 100 Mooligunn Road, Karratha Industrial Estate subject to the following conditions:
 - a) The development must substantially commence within two years from the date of this decision letter;
 - b) The development taking place in accordance with the approved plans;
 - c) Existing crossovers maintained to specifications of and the satisfaction of the City of Karratha;
 - d) Prior to the micro-brewery becoming operational a minimum of 22 parking bays are to be provided for the development, including an accessible parking bay located within the site and constructed to AS2890.6:2009. All vehicle parking areas, access and circulation areas must be sealed, kerbed, drained and maintained to the satisfaction of the City, in accordance with the approved plans;
 - e) Prior to the micro-brewery becoming operational the 14 car parking bays, access and circulation areas in the road reserves of Mooligunn Road and Cherratta Road, as shown on the attached stamped plans, are to be constructed to a temporary parking seal specification, with kerbing, to the satisfaction of the City of Karratha;
 - f) Should the parking remain in the road reserves of Mooligunn Road and Cherratta Road three (3) years from the date of this approval and the micro-brewery remains operational the parking must be upgraded to a permanent seal to the specifications and satisfaction of the City of Karratha. Should the micro-brewery cease to be operational, the parking is to be removed and the land reinstated to the satisfaction of the City of Karratha;
 - g) All car parking/loading areas and vehicle access and circulation areas are to be maintained and available for car parking/loading, and vehicle access and circulation on an ongoing basis to the satisfaction of the City of Karratha;
 - h) At the cost of the proponent the parking, access and circulation areas in the road reserves of Mooligunn Road and Cherratta Road is to be reinstated

should this area be required to be disturbed by the City of Karratha or other service authority for repair, maintenance or installation of services in this area;

- i) Prior to the micro-brewery becoming operational infrastructure within the area of the parking and associated vehicle access and manoeuvring areas in the road reserves of Mooligunn Road and Cherratta Road is to be protected from damage by vehicle movements and pedestrian activity at the cost of the proponent, to standards required by the service authority responsible for the infrastructure. Any damage to infrastructure caused as a result of the use of this area is to be rectified at the cost of the proponent.**
- j) Prior to the micro-brewery becoming operational the proponent is to have adequate public liability insurance for any claims that may arise through the use of or actions that occur within the approved parking, access and circulation areas in the road reserves of Mooligunn Road and Cherratta Road;**
- k) Stormwater shall be discharged from the site in a manner so that there is no discharge onto the adjoining privately owned properties to the satisfaction of the City of Karratha;**
- l) Prior to the micro-brewery becoming operational landscaping in the areas shown on the attached stamped plans must be planted/installed and then at all times maintained in a good condition to the satisfaction of the City of Karratha;**
- m) Should the micro-brewery cease to operate from the site, the detached toilet building, as shown on the attached stamped plans, is to be removed from the site; and**
- n) Prior to the micro-brewery becoming operational a revised plan is to be submitted to and endorsed by the City showing how the building and surrounds will be treated to improve aesthetics, including revision of setbacks and provision of landscaping.**

12.2 DOGS LOCAL LAW AND DOG EXERCISE AREAS

File No:	LE.1
Responsible Executive Officer:	Director Development Services
Reporting Author:	Manager Regulatory Services
Date of Report:	16 November 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	1. Proposed Dogs Local Law 2. Locations of proposed dog exercise areas

PURPOSE

For Council to consider advertisement of a Dogs Local Law, and consider establishing dog exercise areas within Dampier and Point Samson.

BACKGROUND

Dog management comprises approximately 30% of action requests received by Ranger Services, however comprises over 50% of the workload (time). Effective management of dogs through implementation of local laws, dog sterilisation, animal health programs and other initiatives can reduce the reactive nature of the Ranger role and provide better outcomes for residents.

The City's existing Dogs Local Law was gazetted in 2003. The Local Government Act 1995 requires that all local laws be reviewed every 8 years to maintain relevance and consistency with other legislative changes, and includes provisions directing how this is to occur. The existing 2003 version of the local law was based on now out of date legislation and contains provisions which are no longer permitted by the Joint Standing Committee on Delegated Legislation.

A proposed local law has been developed based on the WALGA template, which includes provisions relating to the number of dogs which can be kept on a property, design and licensing of kennel properties and the management of dogs impounded. These are very similar to those contained within the existing local law. If the proposed local law is adopted by Council, this will repeal the existing Dogs Local Law.

The purpose of the proposed Dogs Local Law 2019 is to provide for the additional controls and management of matters relating to dogs that are not specified in the *Dog Act 1976* and provide clarity to promote and encourage responsible dog ownership. The effect of the local law is to provide regulatory measures in relation to impounding of dogs, the number of dogs that can be kept, establishment of approved kennels and the manner in which dogs are to be confined by the occupier of the premises and to promote and encourage responsible dog ownership whilst providing authority to enforce the laws and administer fines.

Changes to the Dog Act in 2013 allow for DEAs (off lead areas) and dog prohibited areas to be approved by absolute majority of Council. Because of this, the proposed local law cannot contain any provision in relation to dog exercise or dog prohibited areas. Currently these areas are a combination of reserves listed within the current local law, those adopted by majority decision of Council and historical areas. Many of the reserves listed within the

current local law can no longer be identified due to changes in land title, and amalgamation/subdivision of lots. If Council adopts the proposed local law, the reserves listed as DEAs and dog prohibited areas within the current local law will be repealed.

There are many well documented health and welfare benefits to encouraging dog owners to exercise their dogs. The City’s Regulatory Service has consulted with community associations and sporting groups to determine suitable areas to be designated as DEAs. Criteria considered in assessing DEAs included identifying land which was under the management or control of the City, areas currently utilised by dog owners, open space was to be free of hazards for dogs, and land which could be monitored or serviced (ie signage, dog bags and bins) by Ranger Services.

Council has already endorsed DEA’s currently located at:

- Tambrey Oval – Nickol
- Mara Guthurra Park - Baynton West
- Pegs Creek Oval – Pegs Creek
- Old KEC Oval – Bulgarra
- Kevin Richards Oval – Millars Well

Dogs exercised in these areas must be on a lead when in a carpark, within a children’s playground, or when the oval is being used for organised sport or other activities. This provision will extend to any additional DEAs endorsed by Council.

The following additional areas have been identified for consideration as DEAs or dog prohibited areas:-

Proposed Dog Exercise Area	Proposed Dog Prohibited Area
Lot 166 The Esplanade, Dampier (Hampton Oval)	A public building, unless permitted by a sign
Portion of Lot 23 The Esplanade, Dampier (Beach area between Hampton Oval and commercial marina);	A theatre or picture garden
Portion of Lot 289 Miller Close, Point Samson (Town Beach between Vitenbergs Drive and Meares Road) between the hours of 4.00pm and 8.00am the following day	Any food premises or food vehicle (except alfresco dining areas)
Lot 698 Carnarvon Terrace, Roebourne (Harding River)	A public swimming pool
	Portion of Lot 289 Miller Close, Point Samson known as Honeymoon Cove

Each of the DEAs identified meet the assessment criteria and have support of community associations and sporting groups that were consulted. While it is acknowledged that the Dampier beach area identified as been used previously as an informal nudist beach, and the health benefits of exercising a dog outweigh any negative impact on beach goers. Concerns were raised at the Council Briefing about the use of Town Beach in Point Samson and its impact on tourists. In response the PSCA recommended that the beach be used as a DEA between 4.00pm and 8.00am, which is supported by officers. Inclusion of Harding River in Roebourne retains the existing DEA as listed in the current local law and updates the land title and description. Honeymoon Cove will be formalised as a dog prohibited area to provide a dog free area for tourists and residents at all times of day.

The Wickham sporting ovals located at Lot 780 Carse Street Wickham were identified as meeting the criteria for a DEA, however these were not supported by members of the community or sporting associations. While no other area has been identified within

Wickham, the Wickham Boat Beach is located outside the townsite boundary and can be used as an off lead area without any Council approval.

Officers recommend that areas where dogs are prohibited, as listed in the existing local law, be endorsed by Council as part of this process to retain their status as dog prohibited areas. Areas where dogs are currently prohibited either by the current local law include:

- A public building, unless permitted buy a sign
- A theatre or picture garden
- Any food premises or food vehicle
- A public swimming pool

It should be noted that the prohibition does not apply for people entering a public place accompanied by an “assistance animal” as defined in section 9(2) of the *Disability Discrimination Act 1992* (Cth).

Each of the proposed DEAs are already being frequented by dog owners so by formalising the areas, the City can more effectively regulate dog owner’s behaviour and provide a positive recreational opportunity for dog owners, while balancing the competing community needs. Community queries raised during consultation can be addressed with provision of signage and dog poo bags/bins, increased monitoring of the DEAs, and enforcement of the City’s Dogs Local Law if necessary. Provision of patrol duties, together with signage and dog poo bags are already provided within the Rangers operational budget.

DEA’s within Karratha have been in operation for over four years and sporting groups and dog owners have co-existed with minimal impacts on each other. No complaints from any of the sporting clubs has been received in relation to dogs interfering with matches or dog excreta on playing fields. A review of dog attacks within the City over the past 12 months has found of the 82 attacks reported, only one occurred in one of the current DEAs.

If endorsed by Council, the proposed areas are required be advertised for comment for a 28-day period. If no substantial objections are received during that time, the area will become a Dog Exercise Area or Dog Prohibited Area. If objections are received as a result of the advertising which cannot be addressed by staff, the proposal will return to Council for determination.

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 cultural & wellbeing issues and parties affected issues. DEAs have a positive effect on the health and wellbeing of the 4825 dogs within the City and their owners when they are used.

COUNCILLOR/OFFICER CONSULTATION

Councillors were provided a briefing on proposed DEAs on 13 August 2018.

COMMUNITY CONSULTATION

Proposed local laws are required to be advertised for public comment for a minimum of 42 days and be referred to the Minister for Local Government.

The Dampier Community Association, Point Samson Community Association and Wickham Community Association were contacted to seek support for the provision of DEA’s in their towns. 11 primary sporting users of the DEA’s located on sporting ovals and playing fields were contacted with comments being received from Dampier Red Dogs Junior Soccer Club, Dampier Sharks Football Club, Wickham Ladies Softball Club, Wickham Touch Football, Wickham Netball Association, Wickham Tee-ball Association and Wickham Football Club.

The DCA and PSCA were contacted after the Councillor Briefing to advise of comments made about the proposed DEAs. DCA advised that the health benefits of a DEA outweighed the need for a nudist beach, with the use not expected to adversely impact on nudists. PSCA proposed a time limitation on the use of the Town Beach as a DEA to balance the needs of the community with those of tourists and visitors to the area. WCA did not support the use of the Wickham sporting ovals as a DEA.

If the proposed DEAs are endorsed by Council, they are required to be advertised in the local paper for 28 days. If no substantiated objections are received, the endorsed DEAs become approved.

STATUTORY IMPLICATIONS

The process of gazetting an Amendment Local Law is provided within the *Local Government Act 1995*. The Purpose and the Effect of the Local Laws must be either read aloud by the presiding member of the Council meeting, or be included within both the agenda and minutes of the Council meeting.

The *Dog Act 1976* enables Council to approve DEAs via absolute majority instead of having to create a new local law. The Joint Standing Committee on Delegated Legislation has advised that the Dogs Local Law will be rejected if it contains outdated clauses, provisions relating to DEAs and where dogs are prohibited because these provisions are now superseded.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Advertising and all other costs associated with the Dogs Local Law and DEAs are provided within the Rangers Budget.

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 2018-2019 provides for this activity:

- Our Program: 1.d.2 Programs and services that improve community wellbeing are developed and promoted
- 1.d.2.4 Ranger Services

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	N/A	Nil
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	Low	Installation of signage and dog poo bags/bins, together with increased ranger patrolling of the DEAs initially, will ensure that they are used correctly by dog owners and minimise any disruption to other community members.

IMPACT ON CAPACITY

There is minimal impact on capacity or resourcing to carry out the Officer’s recommendation. Each of these areas is currently monitored as part of general patrol duties carried out by Ranger Services.

RELEVANT PRECEDENTS

Council has recently adopted new Local Laws, including the Bush Fire Brigades Local Law 2018 at its 15 October 2018 meeting. Dog Exercise Areas at KEC Oval, Millars Well Oval, Pegs Creek Oval, Tambrey Oval and Mara Guthurra Park were endorsed by Council at the meeting of 29th April 2014 (Resolution 152816).

VOTING REQUIREMENTS

Absolute Majority required for dog exercise and dog prohibited areas.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.12 of the *Local Government Act 1995* RESOLVES to:

1. COMMENCE advertising of the City of Karratha Dogs Local Law 2018, which incorporates the repeal of the current Dogs Local Law, as attached to this report; and
2. RETAIN only the existing dog exercise areas as detailed in Resolution 152816 of 29th April 2014.

Option 3

That Council by ABSOLUTE Majority pursuant to Section 3.12 of the *Local Government Act 1995* and Section 31 of the *Dog Act 1976* RESOLVES to:

1. RETAIN the City of Karratha Dogs Local Law 2003;
2. PROVIDE a local government notice in the local paper advising that it intends to specify dog exercise areas within the District and providing residents 28 days to respond;
3. SPECIFY the following areas as dog exercise areas during periods when no organised sporting event or organised sport training is occurring within the area:

a) _____

b) _____

with the exception of carparks, children’s play grounds or when the oval is being used for organised sport or other community activities; and provided no substantiated objections are received during the notice period.

4. SUBJECT to no substantiated objections are received during the notice period SPECIFY that dogs (other than assistance dogs) are prohibited in the following areas:

a) _____

b) _____

CONCLUSION

City Officers have drafted a new Dogs Local Law which will supersede the outdated existing local law. The process to gazette this Local Law requires that it be advertised for public comment in a Statewide publication for six (6) weeks.

Officers support the endorsement of additional dog exercise areas within the City which, when used, will improve the health and wellbeing of dog owners and their pets. The City has provided sufficient areas for exercising dogs in Karratha, with additional areas in Dampier, Roebourne and Point Samson providing additional exercise options for all residents.

OFFICER'S RECOMMENDATION

That Council by ABSOLUTE Majority pursuant to Section 3.12 of the *Local Government Act 1995* and Section 31 of the *Dog Act 1976* RESOLVES to :

- 1. COMMENCE advertising of the *City of Karratha Dogs Local Law 2019*, which incorporates the repeal of the current Dogs Local Law, as attached to this report;**
- 2. PROVIDE a local government notice in the local paper advising that it intends to specify dog exercise areas within the District and providing residents 28 days to respond;**
- 3. SPECIFY the following areas as Dog Exercise Areas as attached to this report:**
 - a) Lot 166 The Esplanade, Dampier (Hampton Oval);**
 - b) Portion of Lot 23 The Esplanade, Dampier (Beach Area between Hampton Oval and commercial marina); and**
 - c) Portion of Lot 289 Miller Close, Point Samson (Town Beach between Vitenbergs Drive and Meares Road) between the hours of 4.30pm and 8.00am the following day;**
 - d) Lot 698 Carnarvon Terrace, Roebourne (Harding River) with the exception of carparks, children's playgrounds or when the oval is being used for organised sport or other community activities; and provided no substantiated objections are received during the notice period; and**
- 4. SPECIFY that dogs (other than assistance dogs) are prohibited in the following areas:**
 - a) A public building, unless permitted by a sign;**
 - b) A theatre or picture garden;**
 - c) Any food premises or food vehicle (except alfresco dining areas);**
 - d) A public swimming pool;**
 - e) Portion of Lot 289 Miller Close, Point Samson known as Honeymoon Cove provided no substantiated objection are received during the notice period.**

12.3 KARRATHA TOURISM AND VISITOR CENTRE FEES AND CHARGES

File No:	ED.5
Responsible Executive Officer:	Director Development Services
Reporting Author:	Economic Development Project Officer
Date of Report:	16 November 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

For Council to consider the proposed table of fees and charges for the Karratha Tourism and Visitor Centre.

BACKGROUND

In June 2018, Council resolved to provide visitor information services in-house from 2019. Many of the existing practices of the Karratha Visitor Centre (KVC) will be adopted to ensure continuity of service. Services that the KVC currently offer include coach booking services, tour and accommodation booking services as well as the sale of merchandise and consignment based sales. Currently there is no provision set up in our existing fees and charges to accommodate these services and therefore a schedule needs to be created and endorsed.

In order to maintain Tourism Council's 'i' Visitor Centre Accreditation, the visitor centre needs to continue to offer visitor information, merchandise, tour and accommodation booking and refreshments. The City's strategy is to encourage tourists to support local businesses rather than compete with these businesses so the refreshments and merchandise offered will be minimal and the café will be closed. The merchandising strategy will focus on offering locally produced and regionally relevant items, allowing commercial souvenirs to be sold by a local business. The fees and Charges adopted by Council need to support all of these transactions.

Currently the KVC offer a number of 'agent' type services, which need to continue.

1. Integrity Coachline Bus bookings: A hop on hop off bus service from Perth to Broome used by locals and tourists.
2. BookEasy: This is an accommodation and tour booking web based system which allows tour operators to list their product availability and tourists can make reservations.
3. Other specialised booking services the City deems appropriate and which support the development of the tourism industry within our region.

The recommended fees and charges for inclusion are:

Account Number	Description	Total \$
375110	Tour, ticket and pass booking	As per vendor agreement
375111	Merchandise sale	Recommended Retail Price or up to 100% mark-up, whichever is the greatest.

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 Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

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 Karratha Tourism and Visitor Centre:

Account Number	Description	Total \$
375110	Tour, ticket and pass booking	
375111	Merchandise sale	

Option 3

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 ensure ongoing accreditation with Tourism Council’s ‘i’ Accreditation program, the centre needs to continue to deliver services at current levels and therefore requires the proposed fees and charges schedule to be endorsed. The City’s strategy is to continue working within the accreditation parameters and offering a service whilst not competing with local businesses. The Officers propose the application of simple fees and charges as per the above table to enable booking services and retails sales can continue. This schedule of fees and charges will be reviewed annually as part of the budget process.

OFFICER’S RECOMMENDATION

That Council by ABSOLUTE Majority pursuant to Section 6.16 of the *Local Government Act 1995* RESOLVES to

1. IMPOSE the following fees and charges for the Karratha Tourism and Visitor Centre:

Account Number	Description	Total \$
375110	Tour, ticket and pass booking	As per vendor agreement
375111	Merchandise sale	Recommended Retail Price or up to 100% mark-up, whichever is the greatest.

2. ADVERTISE its intention to impose the above fees and charges from 2 January 2019.

12.4 RETROSPECTIVE APPLICATION FOR TEMPORARY DEVELOPMENT APPROVAL FOR EXISTING CONCRETE BATCHING PLANT AT LOT 396 CINDERS ROAD, BURRUP

File No:	DA18089
Responsible Executive Officer:	Director Development Services
Reporting Author:	Manager Planning Services
Date of Report:	19 November 2018
Applicant/Proponent:	Allerding & Associates on behalf of Hanson Construction Materials Pty Ltd
Disclosure of Interest:	Nil
Attachment(s)	<ol style="list-style-type: none"> 1. Summary of additional information provided by applicant and officer responses 2. Locality Plan 3. Proposed Structure Plan

PURPOSE

For Council to consider an application for retrospective development approval for a Concrete Batching Plant at Lot 396 Cinders Road, Burrup.

BACKGROUND

At the Ordinary Council Meeting of 13 September 2018 Council resolved to defer its consideration of this application to obtain further information and to conduct a site visit.

A site meeting on 11 October 2018 was attended by the applicant (Amanda Butterworth from Allerding & Associates), Grey Wells from Hanson Construction Materials Pty Ltd (Hanson), Councillors and City Officers. The applicant was provided the opportunity to address points and questions raised at the site meeting. On 26 October 2018, the applicant provided additional information. A summary of the additional information provided by the applicant and officer responses to each point made is contained in the table at Attachment 1.

The Site

Lot 396 is a 4.3739 ha Crown lot situated in the Cinders Road Industrial Development zone (Attachment 2). Lot 396 is leased by the State Government to Hanson Construction Materials Pty Ltd. According to the applicant, the site has been used for concrete batching since the 1970s. Development approval was granted in 1999 for a 'Cement Silo' on the site.

While the site may have been used for concrete batching for a long time, use of the site still appears quite temporary in nature. For example, the facility is gated and no real substantial infrastructure is located on site. Servicing is also informal, with no frontage to a gazetted public road. Access is instead gained via a sealed access road over Lot 582 (Reserve 49120), which is under a Miscellaneous Mining Licence to Holcim for the purposes of access. This access road connects to Dampier Road. Access to Lot 396 comes off the access road and crosses a separate Lot 176 (Reserve 38616).

There is a fit-for-purpose reticulated water supply to the site but this.

Water supply is via an above ground poly pipe contained within Lot 582. Power supply is also contained within Lot 582 but does not seem to be contained in the road corridor. These services, while approved as fit-for-purpose, would be unlikely to meet the service supply specifications for a formal industrial estate

The Application

The application requests a 15 year approval for continuation of the existing Concrete Batching Plant on site. In the additional information provided by the applicant, it is stated that Hanson would be prepared to accept a 10 year approval.

In terms of the use definition, Schedule 1 Part 2 of the *Environmental Protection Regulations 1987* provides for the following Prescribed Premises under Category 77:

“Concrete batching or cement products manufacturing: premises on which cement products or concrete are manufactured for use at places or premises other than those premises”.

The application includes a list of mining tenements in the immediate locality (many within the Cinders Road Industrial Development zone) granted to Holcim Australia Pty Ltd until 2026 – 2035 as justification for granting a 15 year approval.

Another point made in the application in support of continued operation of the concrete batching plant is that it is in close proximity to the Burrup and Dampier and allows for delivery of pre-mixed concrete to major projects at either location within its 20 – 30 minute shelf life. The application states that if Hanson were unable to use Lot 396 for concrete batching, then it would use its site at Lot 1032 Mardie Road, Karratha Industrial Estate and that this would add approximately 20 minutes to the travel time to Burrup and Dampier. Both of these points are re-stated in the additional information provided by the applicant.

The application highlights that the existing use of the site has been in place for many years (pre-dating any statutory planning control over the land), that the application does not propose any new development and that the Cinders Road Industrial Development zone will not be put to another use until after mining tenements have expired. On this basis, the application contends that a 15 year approval is appropriate, noting that the applicant has since advised that Hanson would be prepared to accept a 10 year approval.

The application states that a structure plan is not required for the continued operation of the existing use but also includes a proposed Structure Plan (Attachment 2).

Previous Correspondence

December 2014

Department of Lands wrote to City advising request received from Hanson for new lease commencing 1 April 2015 for a period of 5 years, with option for a further 5 years. Letter notes that previous lease commenced on 1 April 2009 with a permitted use of ‘Concrete Batching Plant’ for a term of 3 years and an option for a further 3 years.

March 2015

Hanson representative advised City officer that use of the site is essentially laydown and repair yard for Hanson’s mobile batching plants demobilised from remote sites, containing up to five trailer mounted batching plants at any time, portable offices and no permanent personnel. Email advised a mobile batching plant had recently been set up more permanently onsite for work that may arise in the Dampier locality.

April 2015

Department wrote to City again, this time seeking comment on proposed permitted use of ‘Concrete Batching Plant and Laydown of Plant and Machinery’.

May 2015

City wrote to Department objecting to requested new lease term. City advised it would be prepared to consider short-term lease to allow proponent time to relocate to approved site. Letter noted that there was no approval for 'Laydown of Plant and Machinery' and indicated Hanson would be contacted regarding need for Application for Development Approval. Letter states City would support 2 year lease subject to Development Approval being obtained.

Department advised Hanson that requested 10 year lease could not be supported and sought advice from Hanson regarding acceptability of 2 year lease.

October 2015

City wrote to applicant requiring application for retrospective approval for 'Storage and Laydown' use occurring onsite.

December 2017

Application received seeking 15 year approval (until 31 December 2032) for existing mobile concrete batching plant. No payment received.

City queried requested use of 'Concrete Batching Plant' against Scheme use classification of 'Noxious Industry'.

February 2018

Applicant confirmed site registered as 'Concrete Batching or Cement Products Manufacturing' Prescribed Premises under *Environmental Protection Regulations 1987*, expressed view that 'Concrete Batching Plant' is more specific land use description but acknowledged more general land use of 'Noxious Industry' under Scheme.

May 2018

City provided preliminary comments to applicant on matters including:

- Need to obtain approval to existing use onsite (Noxious Industry and possibly Storage Facility/Depot/Lay Down Area) beyond previously approved use (Cement Silo approved in 1999);
- Additional information required;
- Deficiencies in Structure Plan submitted with application; and
- City's position that in the absence of an approved structure plan, only short-term lease extensions should be granted and existing industries should transition to suitable sites within formal industrial estates.

City wrote to Department supporting use of Cinders Road Industrial Development zone for resources industry support on as-needs basis but advising that in the absence of an endorsed Structure Plan, the establishment, development and continuation of business operations in this area is considered inappropriate. Letter indicates officer preference for refusing application and requiring Hanson to provide City relocation plan.

June 2018

Application formally lodged based on payment being received.

July 2018

Applicant wrote to City responding to preliminary comments:

- Single onsite batching plant. No proposal to increase.
- Single toilet block connected to septic tank and leach drain on-site effluent disposal system.
- Structure Plan not required to facilitate existing use under temporary lease arrangements.

- Time-limited approval that expires before many other leases in the area will not prejudice overall development potential of the area and would not conflict with principles of proper and orderly planning.

August 2018

Department wrote to City advising that Department is considering granting lease term of 3 years with an option for a further 3 years and clauses requiring relocation.

There is no approved structure plan in place to show how the existing development on Lot 396 fits with the subdivision and development of the Cinders Road Industrial Development zone, as required by Local Planning Scheme No.8. The proposed Structure Plan prepared to support the application only addresses the activity already occurring on Lot 396 and does not otherwise address planning for the surrounding Industrial Development zone. As the proposed structure plan does not address planning for the Cinders Road Industrial Development zone, it is not considered acceptable for the purposes of satisfying requirements of the Scheme for such a plan.

To allow the existing use on Lot 396 to continue into the future compromises the ability to accommodate strategic industry and comprehensive long-term planning for the area.

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, parties affected and Council's ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between Planning, Environmental Health, Building and Technical Services. The City has no record of an approved septic system for the site. An application must be submitted for any retrospective assessment and approval.

Councillors attended a site meeting and sought additional information from Hanson to assist in the consideration of the application. Specifically a business case analysis was suggested to better understand the financial and business impacts of relocation. This information has not been provided, however Hanson did provide information in response to questions and in support of a 10 year approval contained in Attachment 1.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Local Planning Scheme No.8

Lot 396 is included within an Industrial Development zone. Clause 5.8.9 states the purpose of the Industrial Development zone is to provide areas for future industrial estate development where development can occur in accordance with an approved structure plan prior to amending the Scheme to incorporate detailed zones and reservations for particular lots. There is no approved structure plan for the subject Industrial Development zone.

Clause 6.2.1 designates Industrial Development zones as Structure Plan Areas. The purpose of Structure Plan Areas is to identify areas requiring comprehensive planning prior to subdivision or development and to coordinate subdivision, land use and development in those areas.

Clause 6.2.3.2 states the local government is not to approve development of land within a Structure Plan Area unless there is a structure plan for the area or for the relevant part.

However, Clause 6.2.3.3 provides for Council to approve an application if satisfied that this will not prejudice the purpose or requirements of the structure plan area.

While the application refers to Concrete Batching Plant as the proposed development, the appropriate use class under the Scheme for this development is Industry – Noxious. The definition for ‘Industry – Noxious’ is “an industry which is subject to licensing as “Prescribed Premises” under the *Environmental Protection Regulations 1987*. The existing Concrete Batching Plant is licensed as a Prescribed Premises.

In addition, if approval is granted, then the approved use should include Storage and Laydown, as previously requested for uses being undertaken on site.

Mining Tenements

Mining tenements are granted under the *Mining Act 1978*. Council has no decision making role in the process for determining mining tenements. The subject application being considered here is an application for development approval under the *Planning and Development Act 2005*. It is important to clarify that this proposal is not related to a mining proposal and mining tenements do not apply to this development.

Associated Lease

Council is not bound to grant Development Approval based on a lease having been granted for the same land, nor to align the Development Approval period with a lease period.

Planning and Development (Local Planning Schemes) Regulations 2015

Schedule 2 Part 9 Clause 68 (2) of the Regulations provides Local Government the ability to determine applications. Clause 72 provides Local Government with the ability to impose conditions of approval limiting the period of time for which development approval is granted.

There is no approved structure plan in place to show how the existing development on Lot 396 fits with the subdivision and development of the Cinders Road Industrial Development zone, as required by Local Planning Scheme No.8. The proposed Structure Plan prepared to support the application only applies to Lot 396 and does not otherwise address planning for the surrounding Industrial Development zone. As the proposed structure plan does not address planning for the Cinders Road Industrial Development zone, it does not satisfy requirements of the Scheme.

Allowing the existing use on Lot 396 to continue without an approved structure plan in place for anything but a short-term is not in the interests of good long-term planning, may prejudice the overall development potential of the area and could set an undesirable precedent. Council could refuse the application on this basis but there is no immediate plans to develop this area into a formal industrial estate and as the applicant has stated, Hanson needs time to put in place a relocation strategy.

A preferred approach is to grant a short-term approval. The applied for 15 years and even the 10 years stated as acceptable by the applicant are approval periods considered too long in the absence of an approved structure plan.

The City has previously recommended a 2 year lease be granted. If Council does not consider 2 years to be enough time for Hanson to prepare a relocation plan and to relocate its operation, then Council could grant Hanson a period of time to develop a relocation plan (say 2 years) and a further 2 years to relocate.

Under the Regulations, the proponent can apply to extend any time-limited approval by lodging an application to amend the approved use period prior to the approval expiring.

POLICY IMPLICATIONS

Local Planning Strategy

Plan 4: Dampier from Part A of the version adopted by Council for WAPC endorsement at the December 2017 Ordinary Council Meeting shows the Cinders Road Industrial Development Area as “temporary industrial uses subject to relocation”.

State Industrial Buffer Planning Policy 4.1

This policy promotes buffers being provided between emitting and sensitive land uses. The policy refers to EPA Guidelines for recommended buffers. The recommended buffer for a concrete batching plant producing 5,000 – 150,000 tonnes of concrete per year is 500 – 1,000m. There are no concerns regarding possible impacts on sensitive land uses from the production of concrete on the subject site.

FINANCIAL IMPLICATIONS

An application fee of \$885 has been paid for retrospective approval to a change of use from Cement Silo to Noxious Industry and associated Storage and Laydown.

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 2018-2019 provided for this activity:

Programs/Services:	1.f.1.3	Planning Services
Projects/Actions:	1.f.1.3.3	Implement Local Planning 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	N/A	Nil
Service Interruption	Low	The applicant may seek State Administrative Tribunal review of Council’s decision, the defence of which would impact staff resources
Environment	N/A	Nil
Reputation	Low	The City needs to consider long term planning and the impact of decisions based on the merits of a proposal.
Compliance	Low	The City needs to make sure development complies with all legislative requirements.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

The City has been consistent in its position for a number of years that in the absence of an approved structure plan, the Cinders Road Industrial Development Area should only be used for temporary purposes to support development of the resources sector and that longer-term development should be avoided in the absence of an approved structure plan.

There may be a concern that granting approval to the continuation of this use would set a precedent for the approval of other ad hoc industrial developments in the Cinders Road Industrial Development zone. A distinguishing point for this particular application is that it is

for an existing use. It is noted that there is also a report on this agenda relating to an application from ASCO to extend the approval to its existing Cinders Road operation.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

There are four options available for Council to consider. Each option is summarised in the table below:

Decision		Approval Period	Rationale
1.	Approve	2 years	The existing land use on-site is not approved and is inconsistent with planning framework, however it will allow sufficient time for the business to relocate.
2.	Refuse	Nil	Continuation of the use would be inconsistent with the local statutory planning framework, may prejudice the overall development potential of the area and could set an undesirable precedent for similar unplanned development in the Cinders Road Industrial Development zone.
3.	Approve	2 years + 2 years	Allows applicant a 2 year period to develop and submit a relocation plan and a 2 year period to relocate to an established industrial estate.
4.	Approve	10 years	While the application seeks 15 years, the applicant has stated that a 10 year period would be acceptable.

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 164(1) of the *Planning and Development Act 2005* and Schedule 2, Clause 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to REFUSE retrospective temporary development approval to a Noxious Industry use – ‘Concrete Batching Plant’ and associated Storage and Laydown at Lot 396 Cinders Road, Burrup for the following reasons:

1. Continuation of the use would be inconsistent with the local statutory planning framework;
2. Continuation of the use may prejudice the overall development potential of the area;
3. Continuation of the use sets an undesirable precedent for similar unplanned development in the Cinders Road Industrial Development zone.

Option 3

That Council by SIMPLE Majority pursuant to Section 164(1) of the Planning and Development Act 2005 and Schedule 2, Clause 68 of the Planning and Development (Local Planning Schemes) Regulations 2015 RESOLVES to APPROVE retrospective temporary development approval to a Noxious Industry use – ‘Concrete Batching Plant’ and associated ‘Storage and Laydown’ at Lot 396 Cinders Road, Burrup subject to the following conditions:

1. The approved use period is limited to 2 years from the date of this decision;
2. A relocation plan being submitted to the satisfaction of the City of Karratha to enable a further 2 year extension;
3. A decommissioning and site rehabilitation plan being submitted to the City of Karratha’s satisfaction, 90 days prior to the expiry of the approved use period; and
4. The approved decommissioning and site rehabilitation plan being implemented within 90 days of expiry of the approved use period.

Option 4

That Council by SIMPLE Majority pursuant to Section 164(1) of the *Planning and Development Act 2005* and Schedule 2, Clause 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to APPROVE retrospective temporary development approval to a Noxious Industry use – ‘Concrete Batching Plant’ and associated Storage and Laydown at Lot 396 Cinders Road, Burrup subject to the following conditions:

1. The approved use period is limited to 10 years from the date of this decision;
2. A decommissioning and site rehabilitation plan being submitted to the City of Karratha at least 90 days prior to the expiry of the approved use period and that plan being approved by the City of Karratha; and
3. The approved decommissioning and site rehabilitation plan being implemented within 90 days of expiry of the approved use period (or such longer period approved by the City of Karratha).

CONCLUSION

The on-site development predominantly consists of mobile concrete batching equipment and storage. There is a commercial advantage to provide pre-mixed concrete to Dampier and the Burrup from the subject property however no direct business need to operate from its location where alternatives exist. Previous use of the site has only ever intended to be on a temporary basis. Continued use compromises the ability to accommodate strategic industry and comprehensive planning of the area.

Industries should establish in formal industrial estates, not in an unplanned and ad hoc way. When this occurs it leads to poor development outcomes and undermines the investment into formal industrial estates. Previously there may not have been land available, however there are established industrial estates designed and delivered to accommodate this use.

There are valid planning reasons to refuse the application, however it is recommended that Hanson be given a maximum of 2 years to relocate its operations off Lot 396 to an established industrial estate.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 164(1) of the *Planning and Development Act 2005* and Schedule 2, Clause 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to APPROVE retrospective temporary development approval to a Noxious Industry use – 'Concrete Batching Plant' and associated Storage and Laydown at Lot 396 Cinders Road, Burrup subject to the following conditions:

1. The approved use period is limited to 2 years from the date of this decision;
2. A decommissioning and site rehabilitation plan being submitted to the City of Karratha at least 90 days prior to the expiry of the approved use period and that plan being approved by the City of Karratha; and
3. The approved decommissioning and site rehabilitation plan being implemented within 90 days of expiry of the approved use period (or such longer period approved by the City of Karratha).

12.5 DEVELOPMENT APPLICATION DA18114 – PROPOSED ROAD FREIGHT TERMINAL – LOT 581 CINDERS ROAD, BURRUP

File No:	DA18114
Responsible Executive Officer:	Director Development Services
Reporting Author:	Principal Planner
Date of Report:	23 November 2018
Applicant/Proponent:	RFF Pty Ltd on behalf of ASCO Transport & Logistics Pty Ltd
Disclosure of Interest:	Nil
Attachment(s)	1. Location Plan 2. Site Plan

PURPOSE

For Council to consider application for retrospective development approval DA18114 for a 'road freight terminal' at Lot 581 Cinders Road, Burrup.

BACKGROUND

On 22 August 2018 the City received Development Application DA18114 for retrospective approval to a 'road freight terminal' at Lot 581 Cinders Road, Burrup. There is no current development approval in place for this land use. The site is zoned 'Industrial Development' under City of Karratha Local Planning Scheme No.8. The site is a Crown lot leased by the State to ASCO.

The City granted Development Approval P2509 for a temporary 'road freight terminal' over this site on 20 March 2012 and amended the approval to allow for 'driver's accommodation' on 6 September 2012. The approval period expired on 1 February 2016 and the activity and operations on site since this time have occurred without approval and are therefore non-compliant with the City's Local Planning Scheme No. 8 and the Planning and Development Act 2005.

Site and Surrounds

The site is six (6) hectares in area with a 330m frontage to Cinders Road. The office building and driver accommodation facilities that were previously approved under P2509 remain on-site. The remainder of the site is used as a laydown area. There is a raised dome shade structure on the north east portion of the site used for truck maintenance. The current use of the site is considered to be in line with the Scheme definition for 'road freight terminal'.

The site is located within the Cinders Road Industrial Development zone, between the Karratha and Dampier townsites. It is approximately 750m from Dampier Road (refer to Attachment 1: Location Plan).

Other than the Cinders Road frontage, the site is surrounded to the east west and south by Reserve 49120, an Industrial Development reserve under Management Order to the Department of Planning, Lands and Heritage. To the south and the west, those portions of Reserve 49120 are undeveloped. The portion of Reserve 49120 to the east has been cleared and is currently being used for stockpiling of materials from the quarry to the north. This land is also subject to a General Purpose Mining Lease G47/47.

Reserve 38616 lies to the north of Lot 581. Reserve 38616 is a 'Borrow Pit Sand' reserve under Management Order to the Dampier to Bunbury Natural Gas Pipeline Land Access Minister. Large portions of Reserve 38616 are cleared and have recently been used for laydown of pipes and other equipment supporting the offshore oil and gas industry.

Previous Approvals, Tenure and Correspondence

1 February 2011

State granted a Crown lease over Lot 581 to Bonnie Rock Transport for a five (5) year period. Lease expired on 1 February 2016 and has since been continuing under a month-by-month holding over clause.

20 March 2012

City granted Development Approval P2509 for a 'road freight terminal'. Decision Notice included condition stating approval expires on 1 February 2016 (same date as Crown lease).

6 September 2012

Development Approval P2509 amended to allow for 'driver's accommodation'.

ASCO purchased majority interest in Bonnie Rock Transport in 2014.

10 June 2014

ASCO wrote to City enquiring whether City would support extension to lease period and Development Approval. City response stated that site only intended for temporary use, and that in the absence of a structure plan for the area, request would unlikely be supported.

11 May 2018

City wrote to ASCO confirming Development Approval P2509 had expired and requesting ASCO provide its plans to remove development from the site.

11 June 2018

ASCO wrote to City stating transition plan and development application for the unauthorised works on-site being prepared.

20 August 2018

City received email from Department of Planning, Lands and Heritage stating Department considering extending holding over arrangement for a defined period to allow time for relocation of operation to appropriately sized and zoned area.

22 August 2018

City received Development Application DA18114 for retrospective approval to a 'road freight terminal' at Lot 581 Cinders Road, Burrup.

26 October 2018

Applicant provided updated submission with revised details and stated that they wished to submit further information.

5 November 2018

Applicant forwarded further additional information in support of the application in a document titled 'ASCO: Burrup Operations and Relocation Plan'.

The Application

ASCO is seeking a 5 year time limited approval from the City for 'road freight terminal', including the existing office building, driver's accommodation facilities, shade structure for truck maintenance and laydown.

The application states:

- No further intensification of the use intended for the five (5) year period requested;
- No further development proposed beyond existing development on site; and
- Relocation plans developed to relocate from the site at the expiry of five (5) year period requested.

The 'ASCO: Burrup Operations and Relocation Plan' states:

- ASCO's core business objective is to provide support to the offshore oil and gas industry.
- ASCO owns and operates the only specialised fleet on the Burrup capable of transporting drilling fluid from Mud Plant to Offloading Facility; a critical component of the offshore drilling supply chain.
- ASCO is committed to relocation into the Dampier Port area, where its operations will be substantially closer to both mud plants and marine offloading facilities.
- There is no suitable land available in the Dampier Port area at present. Preferred leasehold land in the Port Authority area will not be available until around 2023.
- ASCO needs a maximum of five years to relocate to preferred land in the Dampier Port area and in the meantime, ASCO will reduce its lease holding to suit core business operations. ASCO will move earlier, if the opportunity arises.

Industries should be located in formal industrial estates, not allowed to establish and continue on sites on an unplanned, ad hoc basis. In the absence of an approved structure plan for the Cinders Road Industrial Development zone, the ASCO operation is unplanned and ad hoc. When Bonnie Rock Transport was allowed to establish in the Cinders Road Industrial Development zone by the State Government back in early 2011, there were severe restrictions on land supply, including land for industrial development. That is no longer the case.

ASCO's operation could be accommodated in the Gap Ridge Industrial Estate. At one point, the owner of Bonnie Rock Transport purchased a lot in the Gap Ridge Industrial Estate as a means of demonstrating a commitment to relocation. ASCO does not own that lot.

The operation has always been on a short-term approval, with a clear expectation that the operation will be relocated. The City has been seeking ASCO to relocate from Lot 581 since early 2016. While ASCO's plans to relocate are acknowledged, granting approval for ASCO to continue to operate from Lot 581 for a further 5 years does not get any closer to the development being relocated. While ASCO may want to locate to the Dampier Port, the company has not been able to relocate there yet and there is no guarantee that the company will be able to relocate there in the future.

City Officers consider a suitable interim option be that ASCO could be given a temporary approval of 2 years as a final and maximum term to facilitate the relocation of its operations.

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, parties affected and Council's ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

City records show that there is a building permit issued for the office building but not for the driver's accommodation facilities or shed structure for truck maintenance. It is recommend that any approval issued by Council contain an advice note informing the proponent of the requirement to gain a Building Certification for these existing structures.

The City's Environmental Health Services has confirmed that there is an approved effluent treatment system to service the office building on site. However, there is no approval from the City for any system to service the driver's accommodation facility. If approval is granted, then it is recommended an advice note be included stating that City approval is required for the effluent treatment system for the driver's accommodation.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Local Planning Scheme No.8

Lot 581 is included within an Industrial Development zone. Clause 5.8.9 states the purpose of the Industrial Development zone is to provide areas for future industrial estate development where development can occur in accordance with an approved structure plan prior to amending the Scheme to incorporate detailed zones and reservations for particular lots. There is no approved structure plan for the subject Industrial Development zone.

Clause 6.2.1 designates Industrial Development zones as Structure Plan Areas. The purpose of Structure Plan Areas is to identify areas requiring comprehensive planning prior to subdivision or development and to coordinate subdivision, land use and development in those areas.

Clause 6.2.3.2 states the local government is not to approve development of land within a Structure Plan Area unless there is a structure plan for the Area or for the relevant part. However, Clause 6.2.3.3 provides for Council to approve an application if satisfied that this will not prejudice the purpose or requirements of the structure plan area.

Planning and Development (Local Planning Schemes) Regulations 2015

Schedule 2 Part 9 Clause 68 (2) of the Regulations provides Local Government the ability to determine applications. Clause 72 provides Local Government with the ability to impose conditions of approval limiting the period of time for which development approval is granted.

There is no approved structure plan in place to show how the existing development on Lot 581 fits with the subdivision and development of the Cinders Road Industrial Development zone, as required by Local Planning Scheme No.8.

Under the Regulations, the proponent can apply to extend any time-limited approval by lodging an application to amend the approved use period prior to the approval expiring.

POLICY IMPLICATIONS

Local Planning Strategy

Plan 4: Dampier from Part A of the version adopted by Council for WAPC endorsement at the December 2017 Ordinary Council Meeting shows the Cinders Road Industrial Development Area as "temporary industrial uses subject to relocation".

Burru Peninsula Land Use and Management Strategy

The subject site is included within Policy Area E: Industry South. The Strategy considers the area suitable for support industries, including those that will serve the needs of resource projects on the Burru. A stated Management Objective is to plan the area for support industry incorporating present uses that are compatible.

State Planning Policy 3.7 – Planning in Bushfire Prone Areas

The site is identified by the Department of Fire and Emergency Services (DFES) as being located within a 'Bushfire Prone Area'. Under the *Planning and Development (Local Planning Schemes) Regulations 2015* the development on site will require a Bushfire Attack Level

(BAL) assessment to be undertaken. As the driver’s accommodation component to this proposal is near the western boundary of the site, the proponent will need to ensure when seeking a Building Certificate that the buildings are located and/or built to standards required of the BAL level. If approval is granted, then it is recommended a condition be included that requires a BAL assessment to be prepared within 3 months of the decision and that the recommended advice note relating to the Building Certificate required for the accommodation building note that that building/s need to be constructed to the determine BAL standards.

FINANCIAL IMPLICATIONS

A retrospective development application fee has been paid by the applicant.

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 2018-2019 provided for this activity:

Programs/Services: 1.f.1.3 Planning Services
 Projects/Actions: 1.f.1.3.3 Implement Local Planning 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	N/A	Nil
Service Interruption	Low	The applicant may seek State Administrative Tribunal review of Council’s decision, the defence of which would impact staff resources
Environment	N/A	Nil
Reputation	Low	The City needs to consider long term planning and the impact of decisions based on the merits of a proposal.
Compliance	Low	The City needs to make sure development complies with all legislative requirements.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

The City has been consistent in its position for a number of years that in the absence of an approved structure plan, the Cinders Road Industrial Development Area should only be used for temporary purposes to support development of the resources sector and that longer-term development should be avoided.

Granting approval to this use would set an undesirable precedent for the approval of other ad hoc industrial developments in the Cinders Road Industrial Development zone. It is noted that the City received an application from Hanson to extend the approval to its existing operation in the Cinders Road Industrial Development area. This application was presented to Council at the September 2018 OCM and Council resolved to defer determination of that application. That matter is also presented for Council consideration as part of this agenda.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

There are four options available for Council to consider. Each option is summarised in the table below:

Decision		Approval Period	Rationale
1.	Approve	2 years	Current use not approved and inconsistent with planning framework, however it will allow sufficient time to relocate.
2.	Refuse	Nil	The use is inconsistent with the local statutory planning framework, may prejudice the overall development potential of the area and could set an undesirable precedent for similar unplanned development in the Cinders Road Industrial Development zone.
3.	Approve	2 years + 2 years	Allows applicant an additional 2 year period to further develop and submit a relocation plan and a 2 year period to relocate to an established industrial estate.
4.	Approve	5 years	The applicant has stated that a 5 year period would allow them time to relocate.

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 164(1) of the *Planning and Development Act 2005* and Schedule 2, Clause 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to REFUSE retrospective temporary development approval to a Road Freight Terminal use and associated Office, Driver’s Accommodation and Storage and Laydown at Lot 581 Cinders Road, Burrup for the following reasons:

1. The use would be inconsistent with the local statutory planning framework;
2. The use may prejudice the overall development potential of the area; and
3. The use sets an undesirable precedent for similar unplanned development in the Cinders Road Industrial Development zone.

Option 3

That Council by SIMPLE Majority pursuant to Section 164(1) of the *Planning and Development Act 2005* and Schedule 2, Clause 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to APPROVE retrospective temporary development approval to a Road Freight Terminal use and associated Office, Driver’s Accommodation and Storage and Laydown at Lot 581 Cinders Road, Burrup subject to the following conditions:

1. The approved use period is limited to an initial 2 years from the date of this decision;
2. A relocation plan being submitted to the satisfaction of the City of Karratha to enable a further 2 year extension;
3. A decommissioning and site rehabilitation plan being submitted to the City of Karratha’s satisfaction, 90 days prior to the expiry of the approved use period;

4. The approved decommissioning and site rehabilitation plan being implemented within 90 days of expiry of the approved use period (or such longer period approved by the City of Karratha); and
5. A Bushfire Attack Level Assessment is to be prepared within 30 days of the date of this decision notice.

Option 4

That Council by SIMPLE Majority pursuant to Section 164(1) of the *Planning and Development Act 2005* and Schedule 2, Clause 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to APPROVE retrospective temporary development approval to a Road Freight Terminal use and associated Office, Driver's Accommodation and Storage and Laydown at Lot 581 Cinders Road, Burrup subject to the following conditions:

1. The approved use period is limited to 5 years from the date of this decision;
2. A decommissioning and site rehabilitation plan being submitted to the City of Karratha at least 90 days prior to the expiry of the approved use period and that plan being approved by the City of Karratha;
3. The approved decommissioning and site rehabilitation plan being implemented within 90 days of expiry of the approved use period (or such longer period approved by the City of Karratha); and
4. A Bushfire Attack Level Assessment is to be prepared within 30 days of the date of this decision notice.

CONCLUSION

ASCO is seeking to remain on site for a further 5 years, with plans to relocate to another site at the Dampier Port at the end of that period (if not sooner). The applicant has outlined that ASCO's transport services operated from Lot 581 Cinders Road are important for the offshore oil and gas industry. The information provided by the applicant emphasises the need for ASCO to be close to the Dampier Port.

While ASCO's reasons for wanting to relocate to the Dampier Port are understood, the question for the Council to consider is whether ASCO should be allowed to stay at its Cinders Road site for a further 5 years. City Officers are concerned that there is no guarantee that ASCO will relocate and that when the previous approval was granted, it was only ever intended to be on a temporary basis which has the potential to be inappropriately longer term without basis. Continued use compromises the ability to accommodate strategic industry and comprehensive planning of the area.

Industries should establish in formal industrial estates, not in an unplanned and ad hoc way. When this occurs it leads to poor development outcomes and undermines the investment into formal industrial estates. Previously there may not have been land available in formal industrial estates when Bonnie Rock Transport established its operations at Cinders Road in 2011, there is now land available in nearby formal industrial estates that could accommodate ASCO's operation. There are valid planning reasons to refuse the application, however it is recommended that ASCO be given a maximum of 2 years to relocate its operations off Lot 581 to an established industrial estate.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 164(1) of the *Planning and Development Act 2005* and Schedule 2, Clause 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to APPROVE retrospective temporary development approval to a Road Freight Terminal use and associated Office, Driver's Accommodation and Storage and Laydown at Lot 581 Cinders Road, Burrup subject to the following conditions:

1. The approved use period is limited to 2 years from the date of this decision;
2. A decommissioning and site rehabilitation plan being submitted to the City of Karratha at least 90 days prior to the expiry of the approved use period and that plan being approved by the City of Karratha;
3. The approved decommissioning and site rehabilitation plan being implemented within 90 days of expiry of the approved use period (or such longer period approved by the City of Karratha); and
4. A Bushfire Attack Level Assessment is to be prepared within 30 days of the date of this decision notice.

12.6 ECONOMIC DEVELOPMENT STRATEGY

File No:	ED.20
Responsible Executive Officer:	Director Development Services
Reporting Author:	Business Engagement Coordinator
Date of Report:	21 November 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Draft Economic Development Strategy

PURPOSE

For Council to consider advertising the City's Draft Economic Development Strategy for public comment.

BACKGROUND

Council at its meeting in July 2017, resolved to endorse the preparation of a new City of Karratha Economic Development Strategy. The aim of a new strategy is to further enhance the important role that business has in the community through providing jobs, goods and services as well as contributing to the liveability and to strengthen Karratha as a primary regional capital. It was also intended that City Officers would prepare the new strategy and work with key stakeholders to identify challenges and opportunities and to workshop these issues.

The preparation of the new Economic Development Strategy involved the following key steps:

- Comprehensive review of local, regional and national plans and strategies;
- Interrogation and analysis of data from a variety of independent agencies;
- Presentations to Council's advisory groups, including the Tourism Advisory Group and Small Business Advisory Group;
- Facilitated workshops with City Staff, community members, business representatives and government agencies;
- A survey was prepared based on the outcomes of the workshops to check that City staff had an accurate understanding of the current economic climate and the objectives of the business community;
- The feedback from the survey led to the identification of the desired outcomes, focus areas and strategies designated in the draft Strategy.

According to the National Institute of Economic and Industry Research the total City of Karratha's Gross Regional Product is \$8.75 billion with 14,037 local jobs with Mining, Construction and Transport make up 48.4% of total employment. The data demonstrates the significance of the contribution that local businesses and industries make and the opportunities this creates for further economic growth and diversification. The draft Strategy therefore focuses on initiatives that will deliver the greatest economic impacts and benefits to the community.

The draft Strategy is now presented to Council to consider advertisement for public comment. The purpose of the draft Strategy is to:

- Provide clarity and direction on how Council will attract diverse and sustainable business and employment opportunities to achieve its vision to be Australia's most liveable regional city.
- Identify the desired outcomes, focus areas and strategies to develop the local economy so that resources can be effectively deployed to key strategic areas;
- Clarify the Council's role in economic development matters; and
- Provide guidance to proponents and investors on the strategic direction of Council's commitment to develop the economy and encourage investment.

The draft Strategy sets four key desired outcomes as follows:

- Reinforce Karratha as the Regional Capital of the North West of Australia;
- Population growth;
- Economic diversification; and
- Improvements in connectivity.

To achieve the four key outcomes, the draft Strategy identifies 19 strategies under three focus areas:

- Small and Medium Business support;
- Diversification and investment attraction; and
- City investment and partnerships.

The Strategy sets out a framework to assess the priority of specific actions and projects according to five key considerations:

- The significance of the economic impact;
- The level of need and to the extent it has been demonstrated;
- The amount of prior planning that has been undertaken to date;
- The financial implications; and
- The capacity of the City to deliver in terms of capability and timing.

City Officers recognise there is a need to be flexible and responsive to the dynamic and fast paced nature of the economic climate. New ideas and proposal for economic development will continue to be needed to respond to challenges and opportunities. The draft Strategy sets out a process to consider new initiatives and prioritise to ensure the strategic direction continues to be relevant and resources are allocated wisely.

The Strategy would ultimately need to be embedded into the City's integrated planning and budgeting framework to be implemented to achieve the desired outcomes.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Consultation, including workshops with staff, has taken place between relevant Officers and the draft Strategy has presented to a Councillor Briefing Session.

COMMUNITY CONSULTATION

Consultation occurred through facilitated workshops, meetings and an online survey. Input was received from a range of community and business representatives that has contributed to the preparation of the draft Strategy. This report seeks Council's consideration to advertise the draft Strategy for public comment.

STATUTORY IMPLICATIONS

There are no statutory implications.

POLICY IMPLICATIONS

There are no policy implications at this time, however a new Strategy may lead to the review and changes of existing economic policies.

FINANCIAL IMPLICATIONS

The draft Strategy has been prepared by City Officers and expenditure incurred to date has been for the workshop facilitator. The advertising of the draft Strategy can be met through the City’s existing Budget. Future implementation of strategy may incur additional expenditure but will be managed through the City’s normal budgeting processes.

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 2018-2019 provided for this activity:

Programs/Services:	2.d.1.1	Economic Development
Projects/Actions:	2.d.1.1.1	Prepare and implement Economic Development 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	Low	The draft Strategy sets a framework to better coordinate resources into strategic areas to deliver desired outcomes meaning financial risk is lower.
Service Interruption	Low	The draft Strategy provides the opportunity to improve the level of service for Economic Development in the district.
Environment	Low	The draft Strategy identifies potential strategies that creates the opportunity to improve environmental outcomes.
Reputation	Low	The draft Strategy has been through consultation with the local business community. A framework for assessing the priority of projects has been included. The Strategy allows for flexibility and regular review to respond to changing economic conditions.
Compliance	N/A	Nil

IMPACT ON CAPACITY

There is no impact on capacity or resourcing to carry out the Officer’s recommendation. Implementation of the Strategy will require impact on capacity to be considered.

RELEVANT PRECEDENTS

Council adopted the City of Karratha Economic Development Strategy 2014-2016 in July 2014.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to REQUIRE the following actions to be taken prior to Council further considering the Report:

CONCLUSION

The City of Karratha has played a major role in the development of the local and regional economy with significant investment in infrastructure, local business support and strong advocacy. The new draft Economic Development Strategy sets a framework that provides continued leadership and clear direction on how Council will attract diverse and sustainable business and employment opportunities to achieve its vision to be Australia's most liveable regional city.

The draft Strategy has been prepared with input from a range of local businesses, business support organisations, government agencies and the City's Advisory Groups. The draft Strategy enables the sustainable management of economic growth and diversification through a targeted and coordinated approach. The desired outcomes and focus areas are considered important to improve the economic capacity of the city and enhance prospects for the long-term wellbeing of our community.

The draft Strategy assists the City and the business community to work together in a common direction and to help attract investment. It is intended that the draft Strategy would be regularly reviewed and updated with on-going consultation with key stakeholders.

Advertising of the draft Strategy will provide the community the opportunity to make comment and be considered prior to Council's consideration of final endorsement.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ADVERTISE the City's draft Economic Development Strategy as contained in the attachment to this report for public comment for 21 days.

12.7 REQUEST TO INITIATE SCHEME AMENDMENT – ADDITIONAL USE: RESTRICTED NOXIOUS INDUSTRY FOR LOT 178 STURT PEA ROAD, WICKHAM

File No:	AMD49
Responsible Executive Officer:	Director Development Services
Reporting Author:	Manager Planning Services
Date of Report:	28 November 2018
Applicant/Proponent:	Norwest Sand & Gravel
Disclosure of Interest:	Nil
Attachment(s)	Locality Plan – Lot 178 Sturt Pea Road, Wickham

PURPOSE

For Council to consider initiating a scheme amendment to provide for an additional use of Noxious Industry (Restricted) for Lot 178 Sturt Pea Road, Wickham.

BACKGROUND

Lot 178 Sturt Pea Road is a 18.7ha land parcel situated on the eastern side of Roebourne - Point Samson Road, opposite the Wickham townsite (Attachment 1). Norwest Sand and Gravel (NWSG) operates a sand and materials storage, sorting and processing operation from Lot 178. This operation has been undertaken by NWSG from Lot 178 for a number of years.

Lot 178 is zoned Rural under City of Karratha Local Planning Scheme No.8. In November 2015, NWSG obtained retrospective development approval for the storage and incidental uses occurring on Lot 178 that could be approved under the Rural zoning of the land.

NWSG operations involve the Crushing of Building Materials and the Screening of Materials at quantities that require a Prescribed Premises licence under the *Environmental Protection Regulations 1987*. Activities requiring Prescribed Premises licensing under the *Environmental Protection Regulations 1987* fall within the definition for Industry – Noxious under Local Planning Scheme No.8. Industry - Noxious uses are not permitted in the Rural zone. This means that Prescribed Premises uses cannot be granted development approval for either site under Scheme No.8 at present.

NWSG has confirmed that it would like to be able to obtain approval to the specific Prescribed Premises uses being undertaken from Lot 178 and that it is prepared to amend the Scheme to provide for this.

In principle, Council has two options:

1. Refuse to amend the Scheme and require NWSG to cease undertaking these uses from Lot 178; and
2. Initiate a Scheme Amendment to provide for these uses to be approved from Lot 178.

The table below considers the potential planning concerns that could lead to a recommendation of refusal on this request to amend the Scheme and the planning justification for initiating a Scheme amendment in response to each of those concerns.

	Potential Concerns	Justification for amending scheme
Lot 178 Sturt Pea Road, Wickham	Impact of the proposed noxious industry uses on nearby residential properties.	More than 1,500m to the nearest residential lots, which exceeds recommended separation distance for Crushing of Building Material uses.
	Inconsistency with planning for the locality.	Advertised version of Local Planning Strategy identifies lot for General Industry.
	Proposed noxious industry uses should be located in formal industrial estate.	No formal industrial estates in Wickham where uses could be accommodated. The nearest lot that may be suitable is Lot 4 Jager Street, Roebourne, although this is not serviced.

While Lot 178 Sturt Pea Road is currently zoned Rural, where Industry - Noxious is not permitted, Council’s adopted advertised version of the local planning strategy identifies this lot for Industry. This indicates that the strategic planning direction for this lot to be used for industry in the future. In addition, there is currently no formal industrial estate in Wickham where such uses could be accommodated.

It is recommended that Council initiate a Scheme Amendment to provide for the requested Prescribed Premises uses for NWSG.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Environmental Health Services has advised that any complaint received by the City regarding a Prescribed Premises use would be referred to the Department of Water and Environmental Regulation for review.

The traffic impacts of transporting building and screened materials to and from Lot 178 would be considered as part of assessing an application for development approval. As is noted above, development approval to Crushing of Building Materials and Screening of Materials can only be granted if the Scheme is amended to provide for those Industry – Noxious uses to be undertaken from Lot 178. If the Scheme is amended, then any subsequent application for development approval would be referred to Infrastructure Services for comment.

COMMUNITY CONSULTATION

If Council resolves to initiate anything other than a basic a Scheme Amendment, then in accordance with the *Planning and Development Act 2005* the Scheme Amendment must be publicly advertised following a decision on the Scheme Amendment by the Environmental Protection Authority.

STATUTORY IMPLICATIONS

Under the provisions of Part 5 of the *Planning and Development Act 2005*, Council can adopt a proposed Scheme Amendment for the purpose of initiating advertising, adopt a modified proposal, or resolve not to progress the proposed Scheme Amendment to advertising.

If Council resolves not to progress the proposed Scheme Amendment, then Industry – Noxious uses would not be permitted and compliance action would be taken to require any such uses on site to cease.

There are a number of ways to accommodate Industry – Noxious uses on Lot 178. Changing the zoning from Rural to Industry would be one way but this would provide for a range of other industrial uses in addition to the uses for which approval is sought. It may be appropriate to consider a change in zoning as part of the Scheme Review.

A preferred approach at this point is to add Additional Uses to Appendix 4 of Local Planning Scheme No.8 for Lot 178. These Additional Uses would then be permissible in addition to uses permissible under the Rural zoning for Lot 178 only. The Additional Uses can be limited to the specific uses that are required.

Under the *Planning and Development (Local Planning Schemes) Regulations 2015*, an amendment must be classified by the local government as either Basic, Standard or Complex when the local government initiates the amendment. A proposed Scheme Amendment for Lot 178 would be a ‘Standard’ amendment as it would have minimal impact on other land in the scheme area and is not anticipated to result in any significant environmental, social, economic or governance impacts on land in the scheme area.

POLICY IMPLICATIONS

The advertised version of the Local Planning Strategy identifies Lot 178 for future General Industry.

FINANCIAL IMPLICATIONS

NWSG has agreed to amend the Scheme. If City officers prepare such an amendment, the fee for this work must be calculated in accordance with the *Planning and Development Regulations 2009*.

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 2018-2019 provided for this activity:

Programs/Services:	2.a.2.3	Planning Services
Projects/Actions:	2.a.2.3.1	Help proponents capitalise on local business opportunities by advising them on relevant site considerations.

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	Low	Operation is separated from residential lots by more than the separation distances recommended under EPA Guidance Statement No.3.
Financial	N/A	Nil
Service Interruption	N/A	Nil

Environment	Low	If Council initiates a scheme amendment, then planning legislation requires the proposed scheme amendment to be referred to and determined by the Environmental Protection Authority.
Reputation	N/A	Nil
Compliance	Low	A Scheme Amendment would allow the requested uses on Lot 178 to be granted development approval under the local planning scheme. Any approved development will be required to comply with relevant prescribed environmental and development standards and conditions. Compliance action would be taken to prevent continuation of any use not permitted by the Scheme.

IMPACT ON CAPACITY

If Council resolves to initiate a Scheme Amendment in relation to these matters, then officers will prepare the Scheme Amendment document.

RELEVANT PRECEDENTS

Lots out on the Karratha - Tom Price Road are subject to similar Additional Uses under Appendix 4 of the Scheme in that permitted Additional Uses are Prescribed Premises uses defined in Schedule 1 of the *Environmental Protection Regulations 1987*.

There are other matters Council is considering on this agenda where the appropriateness of the establishment and continuation of industrial uses outside formal industrial estates is being considered.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

1. INITIATE Scheme Amendment No.49 to Town Planning Scheme No.8 by:

a) ADDING the following Additional Uses to Appendix 4:

Additional Use Entry No.	Description of Land	Base Zoning	Additional Uses	Special Conditions
A7	Lot 178 Sturt Pea Road, Wickham	Rural	Industry-Noxious (restricted)	The use of the site is to be restricted to the following additional uses as defined in Schedule 1 of the <i>Environmental Protection Regulations 1987 (as amended)</i> : 13 – Crushing of building materials 70 – Screening of materials

- b) modifying the relevant scheme maps accordingly; and
2. CLASSIFY Scheme Amendment No.49 as a Standard Amendment in accordance with Regulation 35 of the *Planning and Development (Local Planning Schemes) Regulations 2015* by reason that the amendment would have minimal impact on land in the scheme area that is not subject of the amendment, and it will not result in any significant environmental, social, economic or governance impacts on land in the scheme area.

Option 3

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

1. NOT PROGRESS the proposed Scheme Amendment to advertising; and
2. REQUIRE the operator of Lot 178 Sturt Pea Road, Wickham to cease any Crushing of Building Materials and Screening of Materials currently being undertaken on site.

CONCLUSION

Nor West Sand and Gravel requires the Scheme to be amended to provide for the Crushing of Building Materials and the Screening of Materials on Lot 178 Sturt Pea Road, Wickham to be approved. This is because these Prescribed Premises uses fall within the definition of Industry – Noxious under the Scheme and Industry – Noxious uses are not permitted in the Rural zone, which applies to Lot 178.

The separation of proposed Crushing of Building Materials and the Screening of Materials uses from the nearest residential lots is greater than the recommended separation distances under the EPA's Guidance Statement. Lot 178 is identified for industrial use by Council's adopted advertised version of the Local Planning Strategy. There is no formal industrial estate in Wickham where such an operation could be located.

It is recommended that a Scheme amendment be initiated to provide for the Crushing of Building Materials and the Screening of Materials on Lot 178 Sturt Pea Road, Wickham to be approved.

OFFICER’S RECOMMENDATION

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

1. INITIATE Scheme Amendment No.49 to Town Planning Scheme No.8 by:

- a) ADDING the following Additional Uses to Appendix 4:

Additional Use Entry No.	Description of Land	Base Zoning	Additional Uses	Special Conditions
A7	Lot 178 Sturt Pea Road, Wickham	Rural	Industry-Noxious (restricted)	<p>The use of the site is to be restricted to the following additional uses as defined in Schedule 1 of the <i>Environmental Protection Regulations 1987 (as amended)</i>:</p> <p>13 – Crushing of building materials 70 – Screening of materials</p>

- b) modifying the relevant scheme maps accordingly; and

2. CLASSIFY Scheme Amendment No.49 as a Standard Amendment in accordance with Regulation 35 of the *Planning and Development (Local Planning Schemes) Regulations 2015* by reason that the amendment would have minimal impact on land in the scheme area that is not subject of the amendment, and it will not result in any significant environmental, social, economic or governance impacts on land in the scheme area.

13 STRATEGIC PROJECTS & INFRASTRUCTURE

13.1 BAYLY AVENUE RECONSTRUCTION DESIGN CONCEPTS

File No:	RD.132
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Manager Infrastructure Services
Date of Report:	15 November 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Bayly Avenue Design Concepts

PURPOSE

For Council to consider design concepts for the reconstruction of Bayly Avenue at Karratha Airport.

BACKGROUND

Bayly Avenue is the only public access into the Karratha Airport. Originally constructed in 1984, the asset was identified in the City's Long Term Financial Plan (LTFP) for reconstruction in 2017/18 and 2018/19 financial years.

In preparing reconstruction/maintenance concepts, Officers undertook geotechnical investigations to ascertain the road condition. These investigations revealed that there is insufficient base course, severe surface deterioration, cracks and depressions which can be related to poor drainage design, and ponding of water. This information confirmed Officers concerns that this asset requires significant maintenance or renewal.

Construction/Maintenance Works

Considering the potential future development of the airport, improvement and extension of the asset life, the reconstruction and improvement works are proposed to include:

- Road Realignment - to provide for potential future lot development and leasing revenue.
- Road Widening - to meet safety requirements under Ausroads and Main Roads WA standards for RAV 7 roads. Allows for inclusion of a median for additional entry statement style landscaping.
- Increased speed - Current speed limit is 60km, however data indicates that road users regularly drive 70km+, increasing the risk of accidents. Road Widening will allow the City to safely increase speed limits to 70km and match driver expectations.
- Underground power - required if concept chosen involves roads realignment. Added benefits include alignment with underground power to ensure reliability of service during cyclonic events and ease of connection for future lot / leasing developments.
- Improved lighting – currently no street lighting along Bayly Ave. Lighting would meet current Australian Standards to improve safety for road users and provide additional security for future and current land developments.

Landscaping

Landscaping is a key aspect of the proposed scope. Concepts presented in this report presume that design and delivery of an entry statement styled landscaping to welcome visitors and residents to Karratha would be undertaken in conjunction with the road reconstruction, and compliment the works already undertaken at the terminal car park. Currently there is minimal visual amenity and presentation impact to visitors as an entrance to the City.

Master Plan

Officers have met with Airport Management to review and consider the Airport Master Plan and its recommendations regarding the current and future uses of Bayly Avenue.

The Master Plan recommends that an area to the south of the runway be utilised for the relocation of all passenger operations, and general aviation facilities remain on the north side (Bayly Avenue) in the long term.

Current timelines within the Master Plan for the relocation of the terminal to the south, effectively superseding Bayly Avenue are not supported by current passenger numbers (at approx. 490,000p.a). Therefore it is unlikely relocation of the terminal will occur in the timeline for the construction of Bayly Avenue.

The Master Plan does support the continuation of general aviation with commercial development of the available land to the north of the runway initially expanding on the existing activities already located there. Business activities are anticipated to be largely aviation-related with potential for some non-aviation retail and/or commercial.

Concepts

The concepts for the construction of Bayly Avenue presented below support the commercial development of the airport, with lots being developed as demand arises. This approach is further supported by current interest in development and leasing along Bayly Avenue, with three airside lots and an option for another lot currently being negotiated.

Based on these investigations, Officers have drafted four concepts for Council's consideration. Each concept identifies anticipated expenditure, life of the asset, infrastructure challenges and potential development of leasable lots for future airport development. Asset life is based on approximately 1,048 vehicles (in both directions) with approximately 6.4% heavy vehicles per day and at 4% growth rate.

1. Same Alignment – Repair & Reseal Only (Estimated 10yrs life before reconstruction required)			
Description	Estimated Costs	Infrastructure Challenges	Potential Revenue / annum
Repair to cracked areas	\$100,000	Reinstatement of drain line.	Potential leasing of current 8 Airside Lots accessible on current alignment
Reseal with 40mm asphalt 2.2kms	\$267,000	Access to existing undeveloped lots will require access off Bayly Avenue.	
Totals	\$367,000		\$280,000

2. Same Alignment – Full Reconstruction (Estimated 25yrs asset life)			
Description	Estimated Costs	Infrastructure Challenges	Potential Revenue / annum
Full depth reconstruction with 40mm asphalt with 250mm base course 2.2kms (25yrs before a reseal)	\$2,000,000	Widening works required to achieve landscaping median construction. Construction staging could be undertaken.	Potential leasing of current 8 Airside Lots
Landscaping entry statement	\$450,000	Access to existing undeveloped available airside lots will require access directly off Bayly Avenue.	
Landscaping (planting with reticulation).			
Lighting	\$940,000		
Totals	\$3,390,000		\$280,000
+1% <i>Public Art allowance</i>	\$33,900		

3 - Re-Alignment to South of Fence Line (Estimated 25yrs asset life)			
Description	Estimated Costs	Infrastructure Challenges	Potential Revenue
Full road construction for 1.2kms with 40mm asphalt.	\$2,000,000	Extra fill required to raise road pavement level. New drain to be constructed.	Potential creation of 13 landside lots and 8 airside lots for future development
Full depth construction for 1km with 40mm asphalt with 250mm base course.	\$909,090	Extension of Karasec Way to access airside lots.	
Landscaping entry statement	\$450,000	Undergrounding of existing power line required.	
Landscaping (planting with reticulation).		Establishment of new Road reserve.	
Lighting	\$940,000		
Underground the current overhead power	\$570,000		
Establish new road reserve	\$50,000		
Totals	\$4,919,090		
+1% <i>Public Art Allowance</i>	\$49,190		

4. - Re-Alignment Along Power Line (Estimated 25yrs before next maintenance)			
Description	Estimated Costs	Infrastructure Challenges	Potential Revenue / annum
Full road construction for 1kms with 40mm asphalt	\$1,818,181	Extra fill required to raise road pavement level.	Pro's Potential creation of 8 airside lots & 5 landside lots for future development.
Full depth construction for 1.2km with 40mm asphalt with 250mm base course	\$1,090,909	New drain to be constructed.	
Landscaping entry statement	\$450,000	Extension of Karesec Way, to access 4 airside lots 4x lots to be accessed directly off Bayly Avenue.	Cons No immediate demand for land
Landscaping (planting with reticulation)			
Lighting	\$940,000		
Totals	\$4,299,090		\$501,000
+1% <i>Public Art Allowance</i>	\$42,990		

Officers recommend Concept 3 - Re-Alignment to South of Fence Line as being the most beneficial for immediate and future asset sustainability. The following justification is provided:

- Extends the life of the asset for a minimum of 25years+;
- Includes undergrounding the power which minimises risk to essential infrastructure during cyclonic events;
- Improves width and geometry allowing for a speed limit increase;
- Provides access to a potential 13 airside and 8 landside lots for future development with a potential annual revenue of \$807,000. It should be noted however, there is currently no immediate demand for the land; and
- Provides an entry statement styled landscaping, to welcome visitors and residents to Karratha.

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 economic issues, as the total project is estimated at 5% or more of the total rates of the Council as shown in the annual corporate plan or strategic plan for the financial year.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between officers and concepts were presented to members of Council at the Airport Advisory Group meeting held on 19 November 2018.

COMMUNITY CONSULTATION

Community consultation will occur following Council’s determination and to seek feedback during the development of landscaping and public art designs.

STATUTORY IMPLICATIONS

Design plans and specifications will be prepared in accordance with all regulatory and statutory requirements and will comply with Australian and Main Roads standards.

Any requests for works pertaining to design or construction will need to comply with the *Local Government Act 1995* and associated Regulations.

POLICY IMPLICATIONS

The CS12 Public Art, CE09 Community Engagement and CF04 Investment Property policies are applicable.

FINANCIAL IMPLICATIONS

Construction works are currently listed in the LTFP over three financial years at a total of \$2.9m. \$100k is allocated for 2018/19 for road, landscape and lighting designs, and \$1.4m for each following two financial years.

Whilst a preferred concept has not been adopted, current estimates suggest the cost to reconstruct Bayly Avenue to also include; landscaping entry statement, landscape planting and reticulation, lighting, and undergrounding power, could add an additional \$2.01m to total costs over the three financial years.

Construction works are expected to be funded from the Airport Reserve, which for 2018/19 FY is \$3.9m.

Depending on Council’s preferred concept and project estimates, delivery of the project may need to be considered in stages over several financial years.

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 2018-2019 provided for this activity:

Programs/Services:	1.a.22	Infrastructure Project Management
Projects/Actions:	1.a.2.2.8	Bayley Avenue road and landscaping design

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	Moderate	Reconstruction works will ensure that the road condition and alignment is brought up to current standards. If works do not proceed the safety of road users, especially as use increases into the future, will be compromised.
Financial	Moderate	If reconstruction works do not proceed, maintenance costs are guaranteed to increase due to failing sealed road surfaces and poor road geometry. Council has opportunity to increase revenue from developing and leasing the adjoining lots, however it is noted that there is no immediate demand for land.

Service Interruption	Moderate	If reconstruction works do not proceed this could cause significant service interruption to local businesses should the current road fail. There is no disruption to Council operation to endorse the Officers recommendation.
Environment	Low	Impact/capacity of the drainage system will be considered throughout the design process.
Reputation	Moderate	The safety, functionality, and condition of roads is a main responsibility of Council. Council has the opportunity to improve on visitor / resident experience through the enhancement of Bayly Avenue landscaping works.
Compliance	Low	Designs have been undertaken by qualified civil engineers to ensure compliance with current standards.

IMPACT ON CAPACITY

No impact on capacity is expected to undertake these works.

Design and investigation works for the road construction, underground power, and lighting and landscaping would be completed by external consultants, and coordinated in consultation with various department City officers.

Allowance for Airside and Landside blocks for commercial purposes is supported by the Airport Master Plan and should be developed as demand on current capacity arises.

RELEVANT PRECEDENTS

The City has previously undertaken infrastructure works including entry statements and beautification to improve safety and aesthetics for road users and welcome visitors to the City.

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 PROCEED with Concept 1, Same Alignment – Repair & Reseal Only.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to PROCEED with Concept 2. Same Alignment – Full Reconstruction.

Option 4

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to PROCEED with Concept 4. - Re-Alignment Along Power Line.

Option 5

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT PROCEED with any of the provided concepts at this time.

CONCLUSION

Bayly Avenue is essential to providing passenger and freight services to and from the Airport and is likely to continue serving as the main entrance route to the Airport for a number of years. The LTFP has Bayly Avenue listed for reconstruction and is also contained in the Airport Master Plan.

Officers believe that Concept 3 (as provided in this report) provides the best economic return on investment for the City over the life of the asset, whilst meeting the current and anticipated demand for airport services.

OFFICER'S RECOMMENDATION

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

1. **PROCEED with Concept 3. Re-Alignment to South of Fence Line for Bayly Avenue at Karratha Airport as provided in the attachment to this report, for the purpose of further investigation, concept design, feasibility studies and future re-construction, NOTING that an indicative project budget of \$4,919,090 will be required for the overall construction project; and**
2. **NOTE a further report will be provided at the completion of design stage to consider calling tenders.**

13.2 PROCUREMENT OF PRIMARY WASTE SHREDDER

File No:	CM.360
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Fleet & Plant Coordinator
Date of Report:	21 November 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Confidential Tender Evaluation Report

PURPOSE

For Council to consider awarding the tender for the supply of a primary waste shredder for 7 Mile Waste Disposal Facility (7MWDF) offered under RFT 10-18/19.

BACKGROUND

Council allocated funding in its 2017/18 Budget to trial the use of a waste shredder. The results of the trial were presented to Council at its meeting on 15 October 2018, and included five main objectives for understanding the performance and potential cost benefits of purchasing a shredder to treat waste at the 7MWDF including:

- Measure % volume reduction of each waste stream following shredding;
- Measure % density increase of waste streams, pre and post compaction;
- Throughput capacity;
- Fuel consumption of the shredder; and
- Monitor maintenance and downtime.

The shredder trial suggested that a solid business case existed to consider the purchase of a shredder. The potential to reduce green waste processing costs and generate income in the removal and sale of the hidden scrap metal content from the general waste streams that have traditionally been lost in the current landfill process were key factors. These benefits combined with the savings realised from the reduced reliance on the landfill compactors, offset the additional capital and operating costs required to add a shredder to waste operations.

As such, at its meeting on 15 October 2018, Council resolved in part, to call tenders for a Primary Waste Shredder based on the scope provided, and based on the following tender weighting selection criteria:

Criteria	Weighting
Purchase Price	40%
Whole of Life Costs	40%
Capacity to Deliver	10%
Operational & Mechanical Assessment	10%

The tender to supply a primary waste shredder was advertised on 24 October 2018 and closed on 14 November 2018.

Four (4) tenders were received by the closing date from:

- Waste Initiatives – HAAS Tyron 2000XL
- CSS Equipment – Hammel VB950 DK
- GCM Enviro – Tana Shark 440DT
- ELB Equipment – Komptech Terminator 6000

Two (2) tenders were received after the closing date making them ineligible and therefore not considered.

The tenders were evaluated by a three (3) person panel comprising of:

- Manager City Services
- Fleet & Plant Coordinator
- Fleet & Plant Supervisor

The tenders were first assessed for compliance with the tender documents and then against the qualitative weighting criteria as endorsed by Council.

The Regional Price Preference Policy was not applicable to any of the tenderers. A copy of the evaluation report, evaluation score summary and pricing summary are 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 low significance in terms of implications for the present and future social and economic well-being of the City.

COUNCILLOR/OFFICER CONSULTATION

Members of Council have received regular updates of the shredder trial through the Waste Advisory Group meetings and at the Agenda Briefing session held in October 2018.

Consultation has also taken place between evaluation panel members as part of the tender process.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

CG12 – Purchasing Policy is applicable.

FINANCIAL IMPLICATIONS

Council has allocated \$900,000 in its 2018/19 budget for a primary waste shredder purchase, to be funded from the Council's Waste Reserve. The estimate was based on discussions with other Councils in Australia who were operating Shredders and also recent attendance at trade shows and discussions with suppliers.

The scope of the shredder required at 7MWDF included an additional fan for operating in the Pilbara, an over band magnet for resource recovery and inbuilt dust suppressions system. Officers believe these elements largely contribute to the variance between the preferred tender and the budget estimate. The scope does not include the grab attachment which is budgeted separately.

Despite the higher capital cost, the operational cost as outlined in the table below, is less than when Council supported the business case to purchase a shredder. Additionally the benefits of providing a shredder to enable greater resource recovery, improved compaction rates and hence greater efficiency support the purchase despite the higher than anticipated cost.

If Council award the tender as recommended by the evaluation panel, an additional allocation of approximately \$95,000 will need to be considered as part of Council’s 2019 March Budget review. As the recommended distributor CSS Equipment, pays for the Shredder in Euro, it is possible the exchange rate may impact upon the final purchase cost. At present, the exchange rate is 0.64 Euro to the Australian Dollar.

It is projected using a combination of industry research and cost estimates outlined in the submissions, that annual operating costs of the selected unit would be as per below table:

Make	Model	RRP	Insurance	Administration	Fuel	Repairs and Maintenance	Operational Depreciation	Total Annual Cost
Hammel	VB 950	\$995,000	\$3,000	\$2,000	\$66,000	\$32,270	\$79,500	\$182,770

STRATEGIC IMPLICATIONS

This item is relevant to the Council’s approved Strategic Community Plan 2016-2026 and Corporate Business Plan 2016-2021 which provides:

Our Outcomes: 3.c Improved recycling and waste management
 Our Response: 3.c.1 Investigate and implement new waste management technologies to improve resource recovery and recycling outcomes
 Programs/Services: 3.c.1.1 Waste Facility Management

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	Moderate	The higher the density rating of a landfill the less chance of leachate build up on the bottom of the landfill liner, thus seepage into ground water is significantly reduced.
Financial	Moderate	Procurement of this machine will extend the useful life of existing refuse compactor, as well as reducing repairs & maintenance and fuel usage on future refuse compactors.
Service Interruption	High	A Primary Shredder unit will reduce the likelihood of significant mechanical failure of the refuse compactor. Waste compactors cannot be hired in the Pilbara.
Environment	Moderate	Shredding of waste prior to compaction creates a stable landfill, with less chance of fractures and underground fires appearing when air voids not fully compacted. Well compacted landfill creates less greenhouse gasses and leachate on the basal liner.
Reputation	N/A	Nil
Compliance	N/A	Nil

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council regularly purchases large plant & equipment for its operations as per its 10-year Plant & Fleet Replacement program.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT SUPPORT the Officer's recommendation and PROPOSE a substitute supplier.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to REJECT all tenders at this time.

CONCLUSION

There are many advantages to the procurement of a shredder for 7MWDF operations.

The Evaluation Panel believes that the recommended tenderer provides the most robust machine capable of processing 7MWDF waste to the desired particle size required in order to defer future cell construction. The Hamel VB 950 DK is the most advantages outcome for Council, based on capacity to deliver the required machine specifications; best value Whole of Life Costings and optimum processing cost.

Having the ability to predict Whole of Life costs for a Waste Shredder is a major advantage. The Manufacturer and Distributer have provided real-time Whole of Life cost based on these machines working and shredding in the waste industry throughout Australia.

OFFICER'S RECOMMENDATION

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

1. **AWARD CSS Equipment ABN 73 116 236 330 based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 10-18/19 Primary Waste Shredder purchase; and**
2. **CONSIDER a budget increase of \$95,000 as part of the March 2019 Budget Review process to enable the purchase of the Primary Waste Shredder to be funded from Council's Waste Management Reserve.**

13.3 VILLAGE ROAD CULVERT UPGRADE

File No:	RD.111
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Operations Coordinator
Date of Report:	15 November 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Confidential Tender Evaluation Report

PURPOSE

For Council to consider awarding the tender for the Village Road Culvert Upgrade offered under RFT 05-18/19.

BACKGROUND

At the September 2018 meeting, Council agreed to call tenders for the refurbishment of the Village Road Culvert, noting that the estimated Project Budget is \$520,000, with \$207,000 funding received from Roads to Recovery (R2R) and \$313,000 from Yara Pilbara Nitrates (YPN), and at no cost to Council.

Tenders were advertised on 17 October 2018, and closed on 7 November 2018.

Seven tenders were received by the closing date from:

- Trasan Contracting Pty Ltd
- TCD Civil Construction Ltd
- T-Built Construction Pty Ltd
- McCabe Construction Co.
- Downer Pipe Tech
- Diverse Group (Australia) P/L
- BGC Contracting

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

- Operations Coordinator
- Works Supervisor
- Technical Support Officer

The submissions were first assessed for compliance with the tender documents. The Tenders were then assessed against the qualitative criteria that were weighted. The tender weighting criteria, as endorsed by Council is as follows:

Criteria	Weighting
Relevant Experience	20%
Methodology	10%
Capacity to Deliver	10%
Price	60%

The Regional Price Preference Policy was applied to four 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 CG-8 Significant Decision Making Policy, this matter is considered to be of moderate significance in terms of environmental issues and parties affected.

COUNCILLOR/OFFICER CONSULTATION

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

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

Council Policies CG12 – Purchasing and CG11 – Regional Price Preference are applicable.

FINANCIAL IMPLICATIONS

Council has allocated \$520,000 at the 2018/19 November budget review. This amount reflects Council's R2R component of \$207,000 and contribution from YPN of \$313,000, to undertake the works.

As all tenders submitted exceeded the initial estimates, officers reviewed the scope of works in an effort to reduce the cost to fall within budget. The reduced scope includes a reduction in; earthworks, demolition, night works and mobilisation, resulting in a potential saving of \$169K.

Although the scope of works has been reduced, the works continue to be estimated outside of budget allocations by approximately \$79,322. YPN have agreed to fund this additional amount noting that further negotiations with the recommended preferred tenderer may result in their final cost component being reduced with final project costs to be adjusted at the March budget review.

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 2018-2019 provided for this activity:

Programs/Services: 1.a.1.1 Civil Infrastructure Works Construction and Maintenance

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	An opportunity exists to utilise funding received for maintenance as a contribution to capital upgrade works. Failure to progress any works would result in a potential loss of funding.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Moderate	Repairing the culvert is important for suppling access to a major commercial activity and supports Council’s vision of encouraging commercial development and employment. Underutilisation of Roads to Recovery funding could impact on future allocations of road grant funding.
Compliance	N/A	Nil

IMPACT ON CAPACITY

There is no impact on capacity or resourcing to carry out the Officer’s recommendation. The contract is managed by existing City resources.

RELEVANT PRECEDENTS

Council has previously tendered for civil infrastructure construction and maintenance works. The City has existing Road Maintenance Agreements with other entities.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT SUPPORT the 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 REJECT all tenders at this time.

CONCLUSION

YPN is a major company and employer within the City of Karratha. The successful delivery of this project will provide concessional cartage certainty on Village Road for YPN into the future and will enable the conclusion of negotiations between the City and YPN towards a Road Maintenance Agreement.

The Evaluation Panel has recommended that the preferred tenderer provides the best value for money outcome for the City.

OFFICER'S RECOMMENDATION

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

1. **NOMINATE** TCD Construction LTD ABN 37 064 603 096 as the preferred tenderer based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 05-18/19 Village Road Culvert Upgrade;
2. **UNDERTAKE** further discussions with TCD Construction LTD on costings associated with their tender submission as detailed in the evaluation report; and
3. **SUBJECT** to resolution of 2. above, **AWARD** RFT 05-18/19 Village Road Culvert Upgrade to TCD Constructions LTD on the basis that there is no additional net cost to Council above the pre-approved budget.

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 December 2018.

VOTING REQUIREMENTS

Simple Majority.

OFFICER'S RECOMMENDATION

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 under Delegation
- 14.3 Building Statistics
- 14.4 Planning Decisions Issued
- 14.5 Environmental Health Statistics
- 14.6 Ranger & Emergency Management Statistics
- 14.7 Economic Development update

**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 Councillors of documents, that have been stamped with the Common Seal of the City of Karratha since the last Council Meeting.

There were none for the month of November 2018.

14.2 RECORD OF TENDERS AWARDED BY THE CHIEF EXECUTIVE OFFICER UNDER DELEGATION

File No: CM.112
Responsible Executive Officer: Director Corporate Services
Reporting Author: DAO Corporate Services
Date of Report: 30 November 2018
Disclosure of Interest: 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:	RFT 13-17/18	Project Budget:	\$785,000
Tender Title:	Wickham Squash Centre Refurbishment		
State-wide Advertising Commenced:	19/09/2018	Tender Closing Date/ Time:	18/10/2018
Scope of Works:	Refurbishment of the Wickham Squash Centre building. The building comprises 3 indoor squash courts, male and female change rooms/toilets, store rooms, bar, balcony and ramp access.		
Selection Criteria:	Relevant Experience	10%	
	Methodology	10%	
	Capacity to Deliver	20%	
	Price	60%	
Submissions Received:	Mitie Construction CWD Pty Ltd Trasan Contracting Pty Ltd		
Tender Awarded to:	Mitie Construction		
Contract Value:	\$694,579.29	Date of Award:	29/11/2018
Contract Term:	10 Weeks plus 12mth defect period	Contract Options:	Nil
At the OCM of 19 November 2018, Council resolved to delegate authority to the CEO to award the tender to Mitie Construction Pty Ltd following further discussions with the successful tenderer on costings associated with their tender submission. The tender price has been negotiated within budget allocations.			

14.3 MONTHLY BUILDING STATISTICS

File No:	GR.27
Responsible Executive Officer:	Director Development Services
Reporting Author:	Manager Regulatory Services
Date of Report:	22 November 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 budget.

Reporting period from 27 October 2018 to 21 November 2018 (inclusive).

Building Statistics 2018													
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Building Permits													
Dwellings	0	0	0	0	0	0	0	0	2	0	0		2
Alterations and Additions	0	0	2	0	3	1	1	7	11	2	2		29
Swimming Pools and Spas	3	1	5	2	6	4	3	6	4	7	5		46
Outbuildings (inc signs and shade)	13	6	21	22	24	18	9	22	25	28	31		219
Group Development	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
Commercial	3	1	2	1	1	1	1	1	2	2	3		18
Monthly total	19	8	30	25	34	24	14	36	44	39	41	0	314
Building Approval Certificates & Demolition Certificates													
Demolition Permits	0	1	1	0	0	2	0	2	0	0	0		6
BAC's	0	0	2	0	7	0	0	0	0	0	3		12
BAC Strata	0	0	0	0	0	0	0	0	0	0	0		0
Monthly Total	0	1	3	0	7	2	0	2	0	0	3	0	18
Occupancy Permits													
Occupancy Permits	3	0	2	6	2	0	1	1	0	0	1		16
OP Strata	0	0	0	0	1	0	0	0	0	0	0		1
OP Unauthorised	0	0	0	0	0	0	0	0	0	0	1		0
Monthly total	3	0	2	6	3	0	1	1	0	0	2	0	18
Total \$'000 Construction Value	1,785	1,044	3,320	1,977	1,607	2,275	348	3,848	3,634	963	8,518	-	29,319
Applications Processed for Other Councils													YTD
Shire Of Ashburton	8	5	4	8	3	12	4	5	9	6	9		73
Shire of Wyndham (East Kimberley)	0	0	0	2	0	0	1	1	0	0	0		4
Port Hedland	4	8	1	16	6	6	13	4	6	8	5		77
Monthly Totals	12	13	5	26	9	18	18	10	15	14	14	0	154
Private Certifications Provided													YTD
Certificate of Design Compliance	1	-	-	1	1	-	-	-	-	1	1		5
Certificate of Building Compliance	1	-	1	2	1	-	-	-	1	-	-		6
Certificate of Construction Compliance	-	-	1	-	1	-	1	-	-	-	-		3
Monthly total	2	-	2	3	3	-	1	-	1	1	1	-	14
Total \$'000 Construction Value	14	-	1	39	412	-	-	-	30	19	481	-	996

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 occpcyunits/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:	22 November 2018
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

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

This report covers the period 27/10/2018 to 21/11/2018 (inclusive). Points to note from reporting this period are:

- Planning Services continues to assist in facilitating new business developments in the City and Town Centres, as well as industrial, mining and infrastructure projects;
- An application for a Restaurant – Café at 14 Hedland Place has been approved which will renovate the building previously used as a retail florist for new tenant, Pilbara Bakehouse. This includes improvements to the external appearance of the building;
- Compliance action is being taken in response to complaints to ensure the amenity of residential areas is maintained at an acceptable level;
- Current round of planning support services work for the Shire of Exmouth has been completed and final invoice for this work forwarded to the Shire;
- Decision on Bay Village DA should allow for Council's Workforce Accommodation Scheme Amendment and Local Planning Policy to be finalised; and
- Draft revised Cossack Cultural Landscape Management Plan being considered by Heritage Council for endorsement in December.

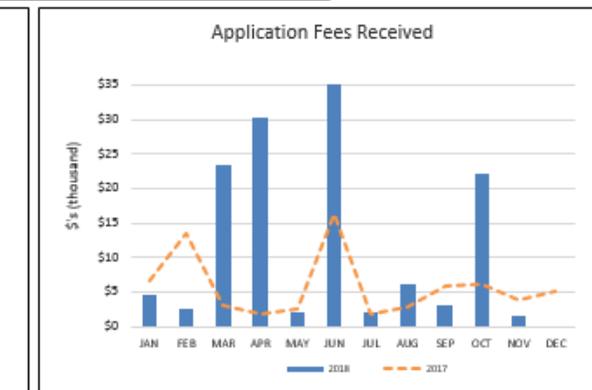
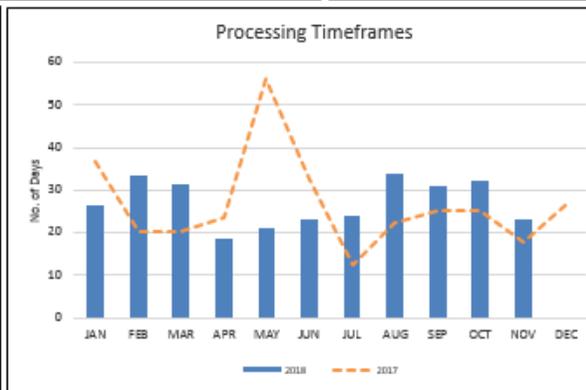
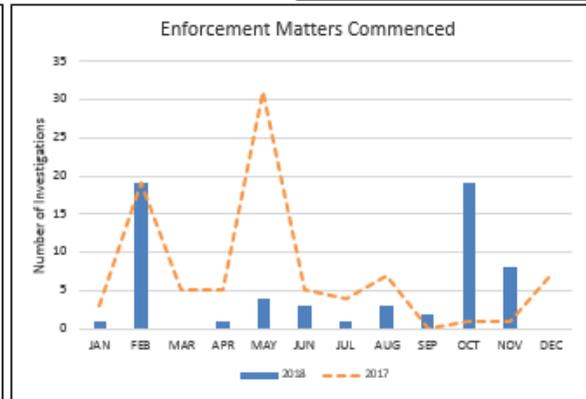
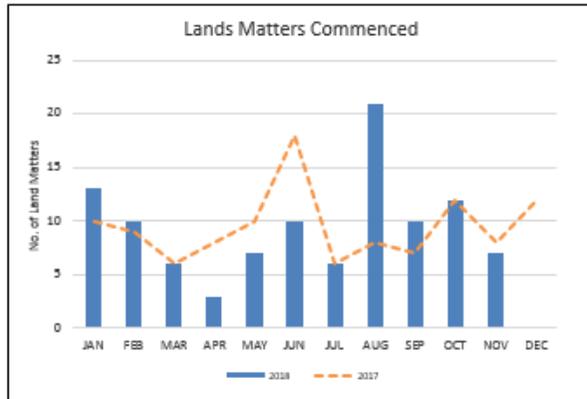
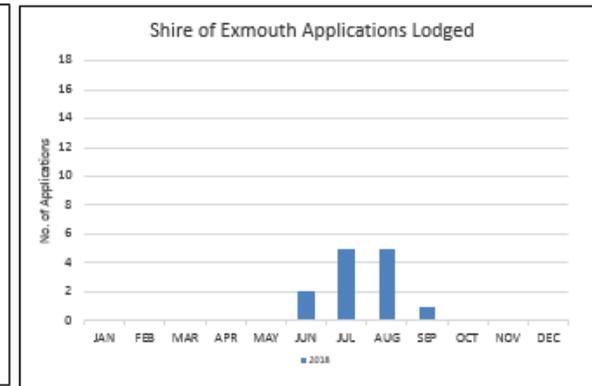
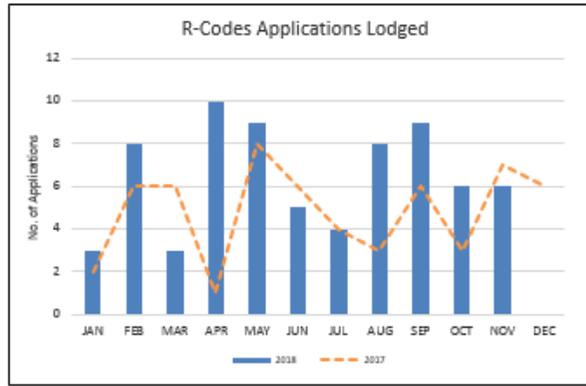
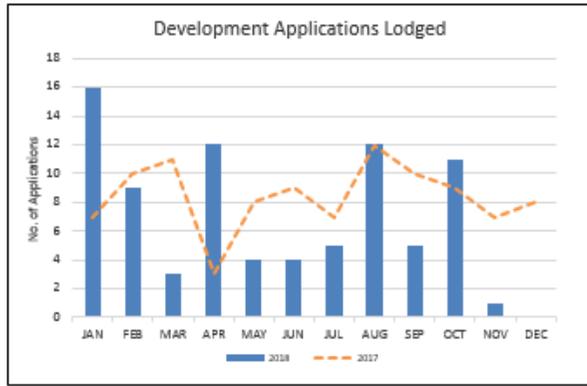
DEVELOPMENT PLANNING DECISIONS ISSUED						
APP	DECISION	OWNER	APPLICANT	ADDRESS	TYPE	DEVELOPMENT
1774D	Amendment Approved	Tourism and Leisure Services Pty Ltd	Aswani Duth Patibandla	1-3 Dwyer Place MILLARS WELL WA 6714	Dev	Amendment 2: Conversion of Existing Bedroom to Kitchen and Existing Office To Dining Room
DA17047	Approved Delegate	City Of Karratha	Karratha Equestrian Centre	Lot 1078 Robins Road MULATAGA WA 6714	Dev	Earthworks
DA18129	Approved Delegate	Power Free Pty Ltd	Hurley Architecture & Planning	14 Hedland Place KARRATHA WA 6714	Dev	Restaurant - Cafe
DA18131	Approved Delegate	Robe River Mining Co Pty Ltd	Taylor Burrell Barnett	Lot 7772 Cajuput Way WICKHAM WA 6720 and Lot 369 Wickham Drive WICKHAM WA 6720	Dev	Temporary Storage and Laydown Facility
DA18136	Approved Delegate	Warlu Way Holdings Pty Ltd	Woodside Energy Ltd	39 Roe Street ROEBOURNE WA 6718	Dev	Change of Use From Restaurant to Office
DA18140	Approved Delegate	Daniel Wayne & Sian Jane Reither	Daniel Wayne Reither	20 Lyndon Crescent DAMPIER WA 6713	Dev	Sea Container / Outbuilding
DA18141	Approved Delegate	Ad Canci Nominees Pty Ltd	RFF Pty Ltd	Lot 105 Exploration Drive GAP RIDGE WA 6714	Dev	Warehouse (Storage)
DA18147	Approved Delegate	Russell Peter John Francis	Mary-Joy Francis	26 Buchanan Circuit BAYNTON WA 6714	Dev	Home Occupation: Bookkeeping and Tax Services
DA18120	Amendment Approved	Adrian Christopher & Rachel Ann Ross	Trasan Contracting Pty Ltd	25 Elliott Way BULGARRA WA 6714	R-Code	Amendment 1: R-Code Variation: Carport Height and Lot Boundary Setback
DA18133	Approved Delegate	Simon John & Sally Anne Featherstone	Trasan Contracting Pty Ltd	8 Tattler Route NICKOL WA 6714	R-Code	Outbuilding Lot Boundary Setback
DA18134	Approved Delegate	Shane Edward & Sharyn Marie Creighton	Trasan Contracting Pty Ltd	9 Fortescue Crescent DAMPIER WA 6713	R-Code	Outbuilding Lot Boundary Setback and Wall Height
DA18143	Approved Delegate	Greer Anne & Brock William Johnson	Prompt Contracting and Fencing	25 MacMahon Way BAYNTON WA 6714	R-Code	Fencing
DA18150	Approved Delegate	Nicholas Joseph Marian	David Hornblow	18 Viveash Way BULGARRA WA 6714	R-Code	Front Fencing

LANDS MATTERS FINALISED			
REF	DESCRIPTION	LOCATION	CITY'S RESPONSE
LM18057	Request to Freehold Unnumbered Unallocated Crown Land.	Lot 267 Bayly Avenue GAP RIDGE WA 6714	No Objection To Lease Over Unallocated Crown Land East Of Karratha Airport In Favour Of Rainstorm Dust Control Pty Ltd For Aquaculture And Bitterns Processing Subject To Same Lease Conditions As Existing Lease To North, Scheme Being Amended And Development Approval.
LM18071	Application For Mining Tenement - Exploration Licences 47/4080 And E47/4081 - LMTD Pilbara Pty Ltd.	West of the Karratha Town Site.	No Support For Exploration Licence E47/4080 Where It Encroaches Into Reserve 356 Which Contains Miaree Pool And A 24hr Highway Stop. No Objection To Exploration Licence E47/4081.
LM18075	Application For Exploration Licence 47/4079 By LMTD Pilbara Pty Ltd - Austwide Mining Title Management Pty Ltd Acts On Behalf Of LMTD Pilbara Pty Ltd.	Adjacent eastern boundary of Roebourne Town Site.	No Support For Exploration Licence E47/4079 Application Where It Encroaches Upon Lot 17 Aerodrome Road Roebourne, Which Contains The Roebourne Airport And Is Owned By The City.
LM18081	Application For Mining Tenement - Miscellaneous Licence 47/852 - Dampier Causeway.	Dampier Causeway	No Objection To Application For Miscellaneous Licence By Rio Tinto Over Existing Power Lines Across The Dampier Causeway.
LM18088	Application For Mining Tenement - Miscellaneous Licence 47/854 - Dampier Causeway.	Dampier Causeway	No Objection To Application By Rio Tinto For Miscellaneous Licence Following The Pathway Of Existing Power Lines Controlled By Rio Tinto Over The Dampier Causeway.
LM18089	Application For Mining Tenement - Miscellaneous Licence 47/779 - Raymond John Attard.	Located Approximately 25km South Of The Karratha Town Site.	No Objection To Miscellaneous Licence For A Road (Gravel Track) To Connect Mining Leases To Cherratta Road.
LM18090	Application For Mining Tenement - Miscellaneous Licence 47/781 - West Pilbara, 50 Various Coordinates, Purpose Is For A Road - KML NO 2 PTY LTD.	Located Approximately 25km South Of The Karratha Town Site.	No Objection To A Miscellaneous Licence For A Road To Connect Mining Leases To Cherratta Road.
LM18098	Land Access And Activity Notice (LAAN) Minor Works - 6KAH-03 - NBN Rollout (Installation And Maintenance). Cable Hauling And Joining Through Existing And/Or New Conduits, Installation Of Conduit By Trenching Or Direction Boring, Upgrade/Repair/Raise Pits/Manholes And Clear Blockages In Conduits And Pit Installation.	Fishwick Court MILLARS WELL WA 6714	No Objection To Proposed Works Associated With Upgrades To NBN Infrastructure.
LM18099	Land Access And Activity Notice (LAAN) NBN-RW-6DMP-20: NBN Rollout (Installation And Maintenance). Upgrade/Repair/Raise Existing Telstra Pits. Clear Blockages In Telstra Conduits And Install Jointing Pits (If Required) In Locations Outlined In The Attached Plans, Install Plastic Communications Pits At Various Locations Along The Route, Hauling Fibre Optic Cable Through New Nbn And Existing Telstra Conduits Using Winch Trucks.	18 Meda Crescent DAMPIER WA 6713 and 2 Yule Crescent Dampier, WA 6713.	No Objection To Proposed Works Associated With Upgrades To NBN Infrastructure.

LANDS MATTERS FINALISED			
REF	DESCRIPTION	LOCATION	CITY'S RESPONSE
LM18100	Request For Comment - Application For Section 48 Licence Over Reserve 43295, Windy Ridge Oval - Annual Christmas Function.	Lot 247 The Esplanade DAMPIER WA 6713	No Objection To Application For A Section 48 Licence Being Considered By The Department of Planning Lands and Heritage Over Reserve 43295 (Windy Ridge Oval) For A 3 Day Period For Rio Tinto's Annual Christmas Function.
LM18101	Invitation To Comment Under The Environmental Protection Act 1986 - Application To Clear Native Vegetation, Mining Leases 47/226, 47/293; Miscellaneous Licences 47/546, 47/547 - Mobile Concreting Solutions Pty Ltd Bardies Well Project.	2.5km south of Karratha Town Site	Minimise Vegetation Clearance To Those Areas Of Approved Mining Activity Under Within M47/226, M47/293, L47/546 And L47/547.
LM18103	Proposed Grant Of A Section 91 LAA Licence To Perdaman For Carrying Out Feasibility And Investigation Works.	Reserve 49120 Hearson Cove Road BURRUP WA 6714	No Objection Raised To Carrying Out Feasibility And Investigative Works On The Licence Area Including Heritage, Flora And Fauna Studies, Environmental And Assessment Activities.
LM18105	Proposed Re-Grant/Renewal Of Section 91 Land Administration Act 1997 Licence 00155-2014_A5244234 To Forge Resources Swan Pty Ltd In The Shire Of Ashburton And City Of Karratha (Previously LM14042).	Balla Balla	No Objection To The Department Re-Granting/Renewing This Section 91 Licence For The Uses The Licence Would Permit, As They Are Outlined In The Department Correspondence.

ENFORCEMENT MATTERS FINALISED			
REF	DESCRIPTION	LOCATION	CITY'S RESPONSE
E18028	Complaint of Businesses Operating in Residential Area.	22 Carlsen Way PEGS CREEK WA 6714	Direction Notice Sent. A Development Application Has Been Submitted For Home Business. Currently Being Processed. Compliance Action Will Be Taken If Application Is Refused.
E18029	Complaint of Business Being Run from Residential Property and Associated Noise.	56 Andover Way BULGARRA WA 6714	Business Is No Longer Run From Property. They Have Leased A Commercial Space In Karratha Industrial Estate And Now Running The Business From This Site.
E18037	Development Approvals P2345 and P2820 expired.	7-9 Hall Street ROEBOURNE WA 6718	Application Approved 20/08/2012, To Cease Within 6 Years (19/08/2018). Operation Has Ceased. Rehabilitation Of The Site Including Removal Of Buildings To Occur Within 1 Year Following The 6 Year Period Giving A Date Of 19/08/2019. No Compliance Issues.
E18039	Complaint of Businesses Operating in Residential Area.	30 Carlsen Way PEGS CREEK WA 6714	Matter Is Finalised, Awaiting Submission Of Development Application From Occupant. The Occupant Has Ceased Operation Of The Business Until She Can Get Approval From Owners Of The Property. Business Is Not Operating, No Compliance Issues.

ITEMS LODGED													
2018 LODGEMENT	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
CATEGORIES													
Development Applications	16	9	3	12	4	4	5	12	5	11	1		82
R-Codes Applications	3	8	3	10	9	5	4	8	9	6	6		71
Land Matters	13	10	6	3	7	10	6	21	10	12	7		105
Enforcement Matters	1	19	0	1	4	3	1	3	2	19	8		61
Shire of Exmouth Applications						2	5	5	1	0	0		13
Monthly total	33	46	12	26	24	24	21	49	27	48	22		332
Processing Timeframe - Days Development Applications	26	33	31	18	21	23	24	34	31	32	23		27
Application Fees	\$4,650	\$2,610	\$23,561	\$30,304	\$2,184	\$45,049	\$2,039	\$6,118	\$3,228	\$22,144	\$1,549		\$143,436
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	STATUS
City Initiated				
Local Planning Strategy – Considering Submissions and Finalising Strategy	Nil	Department of Planning, Lands & Heritage (DPLH) has provided City with suggested additions to Part A. Draft schedule of modifications to advertised version of Local Planning Strategy (LPS) has been prepared as requested by DPLH.	City comments on DPLH suggested additions to Part A to be forwarded to DPLH. Finalise schedule of modifications and forward to Western Australian Planning Commission (WACP) to allow LPS to be considered for final endorsement.	
Scheme Amendment 39 - TWA	TBB	Scheme Amendment and Schedule of Modifications forwarded to WAPC for final approval consideration. AEC Group has submitted draft revised version of supply and demand analysis, which supports Scheme Amendment and which many submitters and DPLH have requested to see. Woodside’s Bay Village DA has been determined, which the DPLH was awaiting prior to finalising Scheme Amendment	DPLH to report to WAPC and Minister on Council’s request for Scheme Amendment to be granted final approval.	
Modifications to DP 10 –Workforce Accommodation	Nil	Public advertising closed on 14 February 2018. Additional consultation undertaken with submitters.	Present modifications to draft DP10 to Council for final approval consideration with copy of updated supply and demand analysis once Minister has granted final approval to Amendment 39.	
Local Biodiversity Strategy	Vicki Long and Associates	Desktop survey completed and areas for on-ground surveying identified. Natural Area Training with representatives from Ngarluma & Yindjibarndi Foundation Ltd (NYFL) and Yaburara & Coastal Mardudhunera Aboriginal Corporation (YACMAC) undertaken in November 2017.	Approval has been granted to defer on ground survey work and submit final strategy to State NRM by end of July 2019.	
Scheme Amendment 44 - Cossack	TPG	Director met with DPLH Working Group to agree way forward. Cultural Landscape Management Plan being finalised for consideration by Heritage Council for endorsement.	Draft revised Cultural Landscape Management Plan to be submitted to Heritage Council for endorsement. Bushfire Management Plan, on-site effluent disposal assessment and servicing report to be prepared and Development Guidelines to be revised prior to Scheme Amendment being considered by Council for final approval.	

PLANNING SERVICES PROJECTS LIST				
PROJECT	CONSULTANT	MOST RECENT ACTION	NEXT ACTION	STATUS
City Initiated				
Scheme Amendment 48 – Rezoning Site L from Strategic Industry to Conservation, Recreation and Natural Landscapes	Nil	EPA has requested spatial coordinates for extent of Scheme Amendment area prior to assessment.	Provide EPA with spatial coordinates. Public advertising once EPA decision received.	
Strategic Review of Statutory Planning Framework	TBB	Final draft documentation from consultant has been reviewed.	Final requested modifications to be sent to consultant. Final documentation will inform Scheme Review.	
Applicant Initiated				
Scheme Amendment 47 – Addition of Short Stay Accommodation Use (Latitude Dunes Apartments)	Veris	Forwarded signed copies of Amendment document for the Minister’s final approval consideration.	Minister’s final approval and gazettal of the Scheme Amendment.	
Mulataga Structure Plan and Scheme Amendment 26	Roberts Day	LandCorp and Roberts Day presented to December Councillor Briefing Session.	Draft revised Structure Plan to be submitted to the City for officer review.	
Old Karratha High School Site Structure Plan	Veris	Structure Plan forwarded to WAPC seeking endorsement. WAPC has requested modifications to Structure Plan document. This request has been passed onto applicant.	Modified Structure Plan document submitted to City for WAPC for endorsement.	
Amendment to Gap Ridge Industrial Estate Structure Plan	Urbis	Requested WAPC endorsement. WAPC requested further information from the applicant.	Applicant to provide further information to WAPC. Await WAPC endorsement.	

14.5 MONTHLY ENVIRONMENTAL HEALTH STATISTICS

File No:	LE.288
Responsible Executive Officer:	Director Development Services
Reporting Author:	Manager Regulatory Services
Date of Report:	22 November 2018
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To provide Annual Environmental Health Statistics for the Council's information. The period reported on includes 27/10/18 to 21/11/18.

Environmental Health Statistics													2018
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Inspections/reinspections/audits													
Food premises inspection/reinspection	10	55	24	26	12	10	10	11	18	19	17		212
Lodging house inspection	0	0	0	1	0	3	8	1	2	11	0		26
Camping/caravan park inspection	0	0	5	2	0	0	0	0	0	0	0		7
Public building inspection	1	4	1	13	3	7	11	0	4	15	4		63
Swimming pool inspection	0	0	0	0	0	0	0	0	0	16	9		25
Hairdressers inspection	0	0	0	0	1	0	1	0	1	1	2		6
Beauty therapy/skin penetration inspection	1	1	1	0	1	3	0	1	1	3	5		17
Septic tank inspections	0	1	0	4	1	1	1	0	1	0	0		9
Closed premises	5	2	2	2	6	3	0	5	1	2	9		37
Monthly total	17	63	33	48	24	27	31	18	28	67	46	0	402
Health nuisances/complaints investigated													
Air Pollution	2	1	2	1	1	0	2	3	2	1	0		15
Building & Accommodation	0	1	2	1	1	4	2	2	2	0	3		18
Effluent & Water Pollution	3	0	1	0	4	2	0	9	9	1	0		29
Food Safety	2	3	3	1	2	0	0	1	1	4	2		19
Noise Pollution	1	4	1	6	12	9	6	10	7	1	3		60
Nuisance	2	3	1	2	1	4	5	4	2	1	3		28
Pest Control	0	3	2	1	2	3	6	8	3	5	2		35
Refuse & Litter	2	8	2	4	0	1	3	6	2	3	1		32
Skin Penetration	3	0	0	1	1	1	1	2	1	0	0		10
Stallholders & Traders	4	4	3	15	2	6	5	6	3	6	6		60
Other	0	0	0	0	0	0	0	0	0	0	0		0
Monthly total	19	27	17	32	26	30	30	51	32	22	20	0	306
Notifiable infectious diseases													
Ross River Virus (RRV)	0	0	0	2	4	1	0	0	2	0	0		9
Barmah Forest Virus (BFV)	0	0	0	1	0	0	0	0	0	0	0		1
Salmonellosis	5	1	3	2	7	4	1	0	0	0	0		23
Campylobacteriosis	2	1	1	0	1	2	0	4	2	2	0		15
Cryptosporidiosis	0	0	0	0	0	0	0	0	0	0	0		0
Other	2	0	1	0	0	1	0	3	2	0	1		10
Monthly total	9	2	5	5	12	8	1	7	6	2	1	0	58
Other health													
Assess development applications	0	2	7	2	0	1	0	5	5	8	4		34
Assess building applications	3	2	0	4	2	1	1	3	0	0	0		16
Respond to swimming pool positive detections	0	0	1	0	0	0	0	2	0	0	0		3
Healthy dog day	0	1	0	0	1	0	0	1	0	0	1		4
Chicken bleeding	2	2	2	3	2	2	2	2	1	2	2		22
Infringements issued	0	2	0	1	0	0	0	0	0	1	0		4
Monthly total	5	9	10	10	5	4	3	13	6	11	7	0	83

Environmental Health Statistics												2017
2016 - 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
43	0	0	0	11	2	14	7	1	7	0	1	0
9	0	0	0	1	0	1	0	3	4	0	0	0
65	2	1	0	10	16	5	6	2	10	2	4	7
41	0	0	0	1	17	0	0	0	0	21	2	0
11	0	0	1	1	0	0	0	1	0	1	3	4
16	0	1	2	0	2	0	0	0	0	0	2	9
2	0	0	0	0	0	0	0	0	0	0	2	0
34	4	2	4	4	0	0	2	1	1	4	5	7
460	37	35	42	44	47	30	28	24	35	44	46	48
Health nuisances/complaints investigated												
23	1	0	0	1	3	1	1	3	3	4	3	3
33	2	4	1	2	3	4	4	3	3	2	2	3
6	0	0	1	2	0	0	0	0	0	1	1	1
19	1	1	0	0	2	1	2	3	2	3	2	2
38	5	4	1	2	1	2	6	3	4	3	2	5
32	3	3	4	2	1	2	4	0	3	6	2	2
40	0	9	10	5	9	1	2	2	1	1	0	0
24	2	1	4	2	0	0	1	4	7	2	1	0
13	0	4	0	2	3	0	0	2	1	0	0	1
24	2	3	2	3	5	0	0	2	3	0	2	2
0	0	0	0	0	0	0	0	0	0	0	0	0
252	16	29	23	21	27	11	20	22	27	22	15	19
Notifiable infectious diseases												
48	0	2	17	9	7	7	0	2	1	0	3	0
5	0	0	2	0	2	0	0	0	0	0	1	0
36	2	3	6	3	10	2	2	3	0	2	1	2
21	1	1	1	2	2	2	1	2	1	1	2	5
4	2	0	0	0	1	0	0	1	0	0	0	0
19	0	0	1	4	9	0	2	1	0	0	1	1
133	5	6	27	18	31	11	5	9	2	3	8	8
Other health												
42	5	4	4	0	3	6	4	3	4	2	2	5
15	2	0	0	1	0	0	0	2	8	1	1	0
17	2	2	6	2	2	0	0	0	2	0	0	1
4	0	0	1	0	1	0	0	1	0	0	1	0
22	2	2	2	2	2	2	1	2	2	2	2	1
100	11	8	13	5	8	8	5	8	16	5	6	7

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:	22 November 2018
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To provide Annual Ranger Statistics for the Council's information. Includes date range 27/10/18 to 21/11/18 (inclusive).

There were 39 Insight calls received for this period of which 35 were R1 codes which required an immediate response.

Three Dog Applications

No Three Dog Applications were approved for the month of November 2018.

Rangers Statistics 2018														Ranger Statistics 2017													
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD	2017 TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
Inspections/reinspections/audits														190	20	20	9	7	5	10	30	17	0	20	15	37	
Activities on City Properties	35	32	44	8	8	7	22	10	5	19	15		205	261	30	29	12	34	35	20	19	16	0	26	20	20	
Abandoned vehicles	24	15	31	15	20	11	21	24	20	33	27		241	1640	114	165	104	144	149	145	134	174	169	135	118	89	
Animal (dogs/etc)	165	132	99	150	148	125	153	187	106	118	101		1484	376	37	30	24	22	31	41	32	50	28	25	39	17	
Cats	23	30	40	48	47	39	47	45	20	22	34		395	105	0	9	3	5	6	17	19	15	12	11	7	1	
Camping	1	2	4	10	17	19	11	16	8	12	2		102	47	1	0	2	0	1	3	1	2	24	4	4	5	
Cyclone	2	2	3	0	0	6	1	0	1	9	4		28	131	5	3	0	7	5	9	3	1	0	41	54	3	
Bushfire Hazard/Permit to burn	7	9	10	5	2	8	3	3	4	58	5		114	428	41	94	21	32	32	56	39	25	23	28	22	15	
Litter	24	22	44	161	86	96	47	79	73	60	31		723	1864	122	186	93	121	150	201	204	168	158	203	123	135	
Parking	180	161	247	245	271	156	148	136	115	113	172		1944	250	31	32	14	14	18	32	27	15	21	15	12	19	
Off Road Vehicles	38	23	8	11	16	14	12	25	17	18	12		194	412	31	32	211	25	17	36	4	16	10	15	4	11	
Unightly Properties	8	7	44	31	23	8	11	5	20	37	8		202	5704	432	600	493	411	449	570	512	499	445	523	418	352	
Monthly total	507	435	574	684	638	489	476	530	389	499	411	0	5632														
Infringements Issued														Infringements Issued													
Bushfire	0	0	0	0	0	1	0	0	0	0	0		1	27	15	1	0	0	3	5	1	1	0	0	1	0	
Activities on City Properties	2	0	0	0	0	0	0	0	0	0	0		2	3	0	0	0	0	0	0	0	2	0	0	0	1	
Animal Environment & Nuisance	0	0	2	3	0	0	2	0	1	0	5		13	48	13	9	2	8	0	4	10	2	0	0	0	0	
Animal (dogs/cats/etc)	29	18	17	17	13	24	26	30	3	12	7		196	171	9	14	16	9	17	21	7	24	12	15	13	14	
Camping	0	0	0	0	0	2	0	0	0	0	0		2	2	0	0	0	0	0	0	0	0	0	0	2	0	
Litter	1	0	1	6	5	0	7	4	5	5	2		36	34	3	2	2	2	4	7	8	1	0	3	1	1	
Parking	53	50	84	90	100	27	37	28	27	39	32		567	563	39	64	50	36	51	60	52	45	47	36	31	52	
Monthly total	85	68	104	116	118	54	72	62	36	56	46	0	817	848	79	90	70	55	75	97	78	75	59	54	48	68	
Infringements														Infringements													
Value of Infringements Paid	9317	8008	10148	10573	15685	11629	12189	6553	5779	6121	5862		96,002	128,863	11,425	13452	14153	10326	13421	11790.73	8,833	13,086	11,843	9273	5466	5795	
Infringements withdrawn	0	9	0	6	7	1	8	0	8	9	2		50	73	32	12	3	1	7	0	1	0	10	0	5	2	
Impounded Dogs														Impounded Dogs													
Central	15	5	10	18	17	9	11	11	5	11	23		135	122	12	17	8	7	17	10	8	11	13	8	8	3	
East	20	10	2	20	11	7	21	5	3	2	3		104	123	7	37	14	25	5	11	7	1	2	8	2	4	
West	28	20	16	19	21	21	22	12	7	13	8		187	186	17	21	21	17	26	13	13	24	15	4	11	4	
Monthly total	63	35	28	57	49	37	54	28	15	26	34	0	426	431	36	75	43	49	48	34	28	36	30	20	21	11	
Released to Owner	23	18	15	30	25	21	18	16	7	15	16		204	204	9	25	23	20	31	19	11	19	26	9	8	4	
Rehomed to SAFE	19	6	10	12	11	4	7	4	2	5	1		81	126	14	22	15	18	6	8	13	15	2	4	5	4	
In pound at present	9	6	3	4	2	5	6	5	4	4	12		60	11										1	3	5	2
Holding pending court cases	0	2	0	0	1	1	0	0	0	0	0		4	4										0	2	2	0
Deceased	0	0	0	0	1	0	0	1	0	0	0		2														
Euthanised by Ranger	0	0	0	0	0	0	3	0	0	0	0		3	57	10	28	4	4	4	5	1	0	0	0	0	1	
Euthanised by Vet	12	3	0	11	9	6	20	2	2	2	5		72	29	3	0	1	7	7	2	3	2	1	2	1	0	
Monthly total	63	35	28	57	49	37	54	28	15	26	34	0	426	431	36	75	43	49	48	34	28	36	30	20	21	11	
Impounded Cats														Impounded Cats													
Central	6	8	10	13	13	11	10	10	8	2	13		104	87	8	9	9	3	3	13	7	10	7	4	8	6	
East	0	2	9	14	4	1	4	9	3	7	15		68	107	5	14	1	17	20	6	14	3	9	3	9	6	
West	5	1	4	8	12	7	10	4	0	17	13		81	64	3	2	3	1	4	7	5	10	3	10	5	11	
Monthly total	11	11	23	35	29	19	24	23	11	26	41	0	253	258	16	25	13	21	27	26	26	23	19	17	22	23	
Released to Owner	1	0	0	2	0	0	0	2	2	1	0		8	20	3	15	0	0	0	1	0	1	0	0	0	0	
Rehomed to SAFE	4	1	9	9	4	2	1	5	3	21	27		86	87	6	4	3	6	21	6	4	6	9	4	7	11	
In pound at present	0	0	0	0	1	3	1	0	1	1	2		9	4										0	2	0	
Euthanised by Ranger	6	10	14	23	22	12	16	16	4	3	11		137	136	6	6	9	15	5	19	20	14	9	10	13	10	
Euthanised by Vet	0	0	0	0	1	0	6	0	0	0	0		7	7	1	0	1	0	1	0	2	2	0	0	0	0	
Deceased	0	0	0	1	1	2	0	0	1	0	1		6	3										1	1	0	1
Monthly total	11	11	23	35	29	19	24	23	11	26	41	0	253	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:	23 November 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

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

BACKGROUND

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

Economic Development Projects				
PROJECT	CONSULTANT	MOST RECENT ACTION	NEXT ACTION	STATUS
Victoria Hotel Redevelopment	Nil	City Staff continued to work with members of the Victoria Hotel Project Steering Group to advance the preparation of a draft services agreement.	Consider and finalise a services agreement for the activation of the ground floor.	
EcoHub	Naja Consulting	A progress meeting for the project was held with the consultant and City Staff.	City Officers to work with consultants on developing the business case.	
Freight Study	Australian Floating Decks Pty Ltd	Three progress meetings were held with the consultant and City Staff. The project is progressing well with high level of cooperation with major industry and local small businesses.	City Officers to work with consultants to progress the study. A workshop is scheduled to be held on 5 December.	
Destination Management Plan	Stafford Strategy	DMP was advertised for public comment for 21 days on 22 November. The DMP was shared with stakeholders including relevant government agencies.	Consider feedback provided from public comment period.	
Island Camping	Nil	Work has progressed on a draft MoU to advance the project. Officers have worked with LandCorp to progress an RFQ for heritage and environmental assessments.	Finalise MoU and engage consultant to complete heritage and environmental assessments.	
Native Yindjibarndi Plants Shared Value Project (Wanggalili Project)	Kings Park Botanical Gardens	Kings Park Botanical Garden's Staff met with Juluwarlu staff to discuss the progress of the project.	The next planned trip to country for the project will be in late January, which will be specifically to collect the original listed species for the project.	
Flight Demand Analysis	Nil	Work has commenced on engaging Pilbara based businesses to determine the demand for passenger movements internationally, nationally and inter-regionally.	City Officers will continue to engage with local businesses to develop the report.	
Economic Development Strategy	Nil	A final draft Strategy and accompanying report has been prepared.	Prepare for advertising and promotion.	

Visitor Centre Transition	Nil	KVC's last day of operation was 16 November. City Staff continue to work with KVC Management regarding the transition of the service. Interviews for Tourism Service Officers commenced.	Commence maintenance work once access to building is granted.	
Regional Economic Development Grant	Nil	An application for funding for a composting trial at 7-Mile Waste Facility was Submitted	Pending results of funding application.	
Economic Development Communications	Nil	Progress was made on the design and content of the planned communications.	City Officers to finalise content to generate digital printable material such as flyers for distribution.	
Renewables Study (Solar and Wind)	Nil	City staff continue to meet with interested proponents on solar project in the City. A letter of support was prepared for a proponent interested in a large-scale solar farm.	City Officers to prepare promotional material for the Renewables Study to attract investment.	
Solar Hydrogen	Nil	City staff continue to meet with interested proponents on solar projects in the City.	City Officers to prepare promotional material for solar energy farms to attract investment.	
Roebourne Gaol Precinct Activation	Nil	Minister Templemen, (Minister for Local Government; Heritage; Culture and the Arts) visited the Roebourne Heritage Precinct. The Department has budgeted \$800,000 to complete urgent fencing and structural repair works to ensure the site is safe and reduce the risk of further ruin.	City Officers will continue to work with the DPLH to activate the Precinct.	
Expression of Interest – 2019 WA Regional Tourism Conference	Nil	Expression of interest to host the 2019 WA Regional Tourism Conference was submitted.	Pending outcome of EOI Process.	

15 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

16 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

17 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

18 MATTERS BEHIND CLOSED DOORS

OFFICER'S RECOMMENDATION

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

CONFIDENTIAL ITEM 18.1 NEW ENERGY: EXTENSION TO CONDITIONS SUBSEQUENT

CONFIDENTIAL ITEM 18.2 TENDER AWARD - MOOLIGUNN ROAD RECONSTRUCTION

CONFIDENTIAL ITEM 18.3 THE VICTORIA HOTEL – ACTIVATION

CONFIDENTIAL ITEM 18.4 APPOINTMENT OF CONSULTANTS TO DAMPIER MARINA

Also included is the following:

ATTACHMENT TO ITEM 13.3 PROCUREMENT OF PRIMARY WASTE SHREDDER

ATTACHMENT TO ITEM 13.4 VILLAGE ROAD CULVERT UPGRADE

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

19 CLOSURE & DATE OF NEXT MEETING

The meeting closed at _____.

The next meeting is to be held on Monday, 21 January 2019 at 6:30pm at Council Chambers
- Welcome Road, Karratha.