



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, 18 November 2019 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.

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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 Kelly Nunn [Deputy Mayor]
- Cr Garry Bailey
- Cr Margaret Bertling
- Cr Georgia Evans
- Cr Geoff Harris
- Cr George Levissianos
- Cr Pablo Miller
- Cr Daniel Scott
- Cr Evette Smeathers
- Cr Joanne Waterstrom Muller

Staff:

Chris Adams	Chief Executive Officer
Phillip Trestrail	Director Corporate Services
Arron Minchin	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, 28 October 2019, be confirmed as a true and correct record of proceedings.

8 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

Mayor
02/10/2019 – Meeting with Bechtel and Woodside
02/10/2019 – Business After Hours hosted by KAW Engineering & Cheeditha Energy
07/10/2019 – Meeting with Pilbara Development Commission
08/10/2019 – Meeting with the National Party WA
08/10/2019 – Safer Communities Partnership meeting
08/10/2019 – Engineers Australia - Pilbara Chapter Relaunch Event
07/10/2019 – Meeting with Local Member for the Pilbara
10/10/2019 – Alternative Archive - Wangaba Exhibition
11/10/2019 – Pilbara University Centre meeting
11/10/2019 – Pilbara Regional Council Ordinary Council Meeting
11/10/2019 – KDCCI Business Excellence Awards
16/10/2019 – Meeting with the Productivity Commission
16/10/2019 – JDAP meeting
16/10/2019 – Pilbara Airlines meeting
16/10/2019 – Meeting with Woodside
17/10/2019 – Meeting with Breight Group
18/10/2019 – Meeting with UWA
21/10/2019 – Special Council Meeting
23/10/2019 – RNRM Risk & Audit Committee Meeting
23/10/2019 – Councillor Briefing Session
23/10/2019 – St Luke's Presentation Night
24/10/2019 – Indonesia Business Forum
24/10/2019 – Meeting with Rio Tinto & Woodside
28/10/2019 – Ordinary Council Meeting
30/10/2019 – Meeting with Member for Durack
30/10/2019 – Pilbara University Centre AGM

9 EXECUTIVE SERVICES

9.1 PROPOSED CITY INVESTMENT PROGRAM

File No:	ED.37
Responsible Executive Officer:	Chief Executive Officer
Reporting Author:	Chief Executive Officer
Date of Report:	6 November 2019
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

For Council to consider the current housing availability within the City and determine what strategies it wishes to pursue (if any) to attempt to address the current and likely future shortfall in housing stock within the district.

BACKGROUND

There is currently slightly over 8,500 rateable residential properties within the City of Karratha. This number has been relatively stable for the past five (5) years. Over the past twelve months there has been a significant decrease in the number of properties available to rent and/or buy in the district and rental and purchase prices have been rising. There is growing concern housing cost will become a significant impediment to sustainable regional development/growth within the City of Karratha like it was during the last construction boom.

Current Situation

Less than 1.5% of the total housing stock within the City of Karratha is currently available to rent or buy. This percentage has been close to 7% at various times in in the past 5-6 years. The lack of stock is being driven by growth in local employment (a significant positive), but with substantial resource related growth on the horizon, housing availability has become a critical issue that requires urgent attention by all relevant stakeholders. Failure to address this matter in the near future will invariably result in a spike in rent/house sale prices. While this is possibly good for investors and home owners, it is not a sustainable or positive outcome for the City as a whole.

While housing is clearly an issue, the factors that are causing a rise in dwelling rental and purchase cost increases are different than those that occurred during the house price boom of 7-10 years ago. The table below summarises the differences in market conditions/issues between then and now.

Issue	Last Housing 'Boom'	Current Situation	Impact/Synopsis	
Land Readiness	Insufficient land ready/available for development. Town planning, environmental, native title clearances, etc. not advanced	Sufficient land is ready and available to be developed.	Land availability is not an impediment to housing development.	

Infrastructure	Insufficient civil infrastructure available – power, water and sewerage systems under-developed. This hindered the ability to bring additional lots (and hence housing) to market.	Large infrastructure investments have been undertaken.	Infrastructure availability is not an impediment to housing development.	
Land Price	Land prices were very high (in comparison to other regional areas) but land was sold rapidly as demand significantly outstripped supply.	While there has been a reduction in land sales prices, the asking price for land remains high in comparison to other regional Towns.	Land price is a concern but there has been a reduction in advertised cost per m2.	
Construction Cost	Housing construction costs higher than Perth due to cyclone rating, transport and builder availability.	Housing construction costs remain high but innovation in build design is indicating some more affordable options may be available.	Housing construction costs remain a concern for investors. Buying and renovating existing housing is currently being viewed as more attractive option for many	
Finance Availability	Finance was readily available from banks with low deposits required.	Bank and institutional finance is difficult to obtain	Finance availability is a major impediment for housing development.	
Bulk buyers	Significant market of 'bulk buyers' for residential land – Resource industry, private sector developers. These bulk buyers helped to underwrite land and housing development	Few, if any bulk buyers of land/housing are available in the market. Demand is coming from smaller 'mum & dad' style investors who are increasingly owner occupiers.	Lack of bulk buyers of land/housing product makes financing projects by government and/or development industry much more difficult this time around	
Builder Availability	Builders relocated to Karratha and, while costs were high, there was choice of building company	Some local builders available but few (if any) are 'geared up' and ready to build a large volume of houses in a relatively short time period.	While there are fewer builders, several have indicated a willingness to 'gear up' if appropriate market conditions are available to them	

What has the City been doing and what can it do?

Given previous experience and the known impact that housing/rent price has on the local community and the local economy, the City has been playing a close watching brief on this issue. The City has been holding discussions with a range of key stakeholders re the problem and potential solutions. Discussions have occurred with:

- State and Federal Government Politicians
- Government Departments – Development WA and Department of Communities (Housing)
- Major Resource Companies
- Major land owners
- Real Estate industry experts
- Developers and Builders

As a result of these discussions it has become clear to City officers that, while there is a general understanding and acknowledgement of the issue at hand, there are few tangible strategies to assist in solving the problem in the short term as there is limited financial capital available and limited appetite for risk when it comes to the Pilbara property market

Over the past six months Council has had several informal briefings and discussions re the status of the housing market and has held discussions about the potential roles and functions the Council could/should take to assisting with ‘fixing’ the current and likely future housing issues. Council has indicated that it is willing to act as a ‘circuit breaker’ to the current impasse and has been informally considering options/strategies that it may wish to pursue to address this issue. Options that have been canvassed include:

Option	Description
Build on our land	Council owns some serviced and semi-serviced residential land in Karratha and could construct dwellings on these lots. ie. Lazy land projects.
Develop on others Land	Council could buy available land from the market and develop housing stock. ie. Madigan Estate, Jingarri Estate and/or Parcel Property Group land
Partnering	Council could partner with government and/or the development industry to achieve more dwellings i.e Lot 7020, Tambrey Neighbourhoods Centre land.
Advocate	Council could continue to continue to lobby government, institutional financiers and major local industry players with the aim of getting them to do more to address the current market failure.
Aggregate	Council could work to collate demand information from buyers/renter and ‘package up’ this information in a marketable fashion for the development industry.
Co-Finance	Council could offer to co-finance construction of new houses under a ‘shared equity’ style of model to make building more attractive and stimulate new builds.
Incentivise	Council could offer incentives to new builds in the form or rate relief, planning/building application fee relief and/or other rebates in an attempt to stimulate new housing investment.
Guarantee	Council could act as an underwriter for new product development by providing a guarantee to developers that they would receive a financial return (either through sale or rental).

While all options have pros and cons, informal feedback from Councillors has shown most interest in the City pursuing the following options:

- a) Build on City Land: Develop houses/dwellings on land that it owns
- b) Build on other Land: Develop houses/dwellings on land that is owned by other (including Land in Madigan Estate, Jingarri Estate, Bulgarra, and/or other sites)
- c) Partnering with developers/government to see large scale developments proceed. This may include Lot 7020 (adjacent to REAP) and/or land adjacent to the new Tambrey Shopping Precinct)

Council has informally expressed interest in pursuing these particular strategies due to the fact that:

1. They are the ones most likely to be delivered quickly;
2. Investing significant resources in new builds is a 'role' that few other key stakeholder (if any) are currently willing to play; and
3. They potentially assist in solving the local housing problem whilst creating a positive financial return to the City.

The Next Steps

If Council is to proceed with a significant housing investment program to stimulate the market, the proposed next steps are:

- Business Plan: A detailed Business Plan needs to be developed that clearly specifies the Council's roles and expectations of the proposed housing investment projects. This will need to be presented to Council for consideration then publicly advertised for comment. All public feedback on the Business Plan will need to be considered prior to Council formally considering whether it wishes to pursue the proposed investments or not.
- Project Management: Developing and implementing the housing investment program will be resource intensive. The City's Executive team has reviewed internal resources and is recommending that a specialist Project Management consultancy team be engaged to support the development. Should council wish to proceed with the investment program, it is recommended that this engagement occur ASAP to assist in the preparation of the above listed Business plan. The scope of works for the Project Management firm would include:
 - a) Assistance in the development of a *Local Government Act* compliance Business Plan.
 - b) Development of detailed Project Management Plan.
 - c) Manage projects procurement requirements including development of specifications, tender/quotation documentation and evaluation to determine the design and construction for each project.
 - d) Manage contract administration activities throughout the life of the project.
 - e) Perform Superintendent's Representative duties during the Construction phase.
 - f) Manage the project evaluation and closure process, including handover, commission, defects, ongoing maintenance schedules etc.Appropriate STOP/GO points would need to be included in the contract.
- Resource Allocation (Budget): Council will need to allocate significant financial resources towards the implementation of the proposed housing investment program should it proceed. \$250,000 towards this project have been recommended in the quarterly budget review of the 2019/20 Budget (tabled in this Agenda). Significantly more funds will be required in 2020/21 and 2021/22 financial years if the project proposals are to proceed.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Councillors have received regular updates on the status of development activity at monthly Councillor Briefings. Housing specific briefings have been provided at the August, September and October Council Briefing Sessions

COMMUNITY CONSULTATION

While there have been extensive discussions with key stakeholders regarding the current and likely future state of the City's housing market, at this point in time there has been no broad community consultation on this matter.

If Council is to actively intervene in this issue (as is proposed in this report), a detailed Business Plan will need to be prepared in accordance with the provisions of the Local Government Act. This Business Plan would detail the Council's proposed projects and investments and would be publicly advertised for a minimum of six (6) weeks with all community feedback being reported to Council prior to any investment decision being made.

STATUTORY IMPLICATIONS

S3.59 of the Local Government Act 1995 requires a local government to prepare and advertise a Business Plan prior to entering into a Major Land Transaction.

If Council intends to proceed with the transactions that are proposed/recommended in this report, this provision will need to be adhered to.

POLICY IMPLICATIONS

Council *Policy CF-04 Investment Policy – Property* stipulates the provisions/criteria that need to be satisfied prior to making an investment decision pertaining to Property. The Policy states that one or more of the following criteria needs to be satisfied:

- a) Council may invest in land holdings that will have capital growth for future generations.
- b) Council may invest in Commercial/Industrial Property which gives continuous source of ongoing returns and also have capital growth potential.
- c) Council may engage in Re-Development activity that are greenfield or infill through:
 - i. creating development interests;
 - ii. divest Council-owned operational land holdings; or
 - iii. facilitate development of Council owned property assets.
- d) Council investment in property must be considered within the following broad investment framework:
 - i. within close proximity to major infrastructure including public hospitals, transport, employment, retail and education;
 - ii. purchase at Market Price or if special value is relevant the offer/sale price;
 - iii. must be based on market driven rationale;
 - iv. must be capable of providing reasonable commercial rental returns;
 - v. capital Works are to be restricted to value adding projects; and
 - vi. tenants are carefully considered and properties are actively managed.
- e) Council may consider converting surplus property for reclassification and/or rezoning in order to be able to convert them to a development or divestment opportunity.
- f) Council may invest in property to achieve key strategic goals of the Council that will deliver a broad based benefit to the community without financial return being the key driver.
- g) Council may use its land holdings to leverage acquisition of other land critical to the orderly development of important urban or environmental areas.
- h) Council may also include selling or development activity to generate returns to enable funding of the renewal and replacement of Community Infrastructure.

FINANCIAL IMPLICATIONS

Should Council elect to proceed with the significant program of housing investment that is contemplated within this report the total quantum of investment over the next 2-3 years is likely to be in the range of \$20-35M. While the Council has substantial financial reserves and is likely to have the capacity to undertake this scale of investment, currently there is no allocation within the City's 2019/20 Budget or within the City's Long Term Financial Plan for this style of investment.

Officers are recommending that an immediate budget allocation of \$250,000 be made available to commence the planning for this project with further budget allocations likely to be requested if the investment program proceeds from concept to delivery stages.

STRATEGIC IMPLICATIONS

The City's Vision is to become Australia's Most Liveable Regional City. To achieve this Vision, affordable housing must be a key priority as without it, Council's objectives of having a *diverse and balanced community* and a *well-managed and diversified economy* will not be achieved.

RISK MANAGEMENT CONSIDERATIONS

Investing in property development comes with a range of risks. The risk management considerations of the proposed housing investment program would be comprehensively detailed in the proposed Business Plan.

IMPACT ON CAPACITY

Additional staff and/or contractor resources will be required if Council elects to proceed with a significant housing investment program. While the City has substantial project management skills and experience, it is not currently geared up to deliver a project of this nature.

RELEVANT PRECEDENTS

Council already owns and manages a portfolio of 58 houses that are primarily used for staff housing although several are currently rented on the private rental market. There is no immediate need for additional staff housing stock. If Council were to invest in housing it would be for the private market, not Council's own needs.

In recent years, Council has invested in number of commercial projects including:

- Purchase of Quarter HQ - \$20M purchase price. 5.8% ROI (annualised);
- Purchase and Lease of land for development of Quarter Hilton Hotel - \$1 purchase. Commercial lease with \$10M upfront and up to \$20.5 return over 21 years; and
- Purchase and lease back of hanger built by/for Babcock Helicopters - \$3.5M purchase. Commercial rent agreement for nine (9) years.

Additionally, Council did previously agree to proceed with a \$22M Business Plan for the development of land and buildings at the Gap Ridge Homemaker Centre but did not progress the project past the planning phase as market conditions identified that the project was unlikely to be successful at that time.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council NOTE the officer's report on the current housing situation within the Karratha and elect to not proceed with a housing investment program and focus its efforts on advocating that the State Government, lending institutions and major, local resource sector interests play a more active role in addressing the current market failure that is occurring in the housing sector.

Option 3

That Council DEFER consideration of until such time that there is greater clarity from the State Government and major, local resource industry sector interests regarding their plans to address current and likely future housing shortages.

CONCLUSION

There is currently a shortage of properties to buy and/or rent within the City of Karratha. Impending resource sector growth is likely to exacerbate this problem. Without the rapid development of additional dwelling stock it is likely that there will be a spike in house and rental prices.

While the housing problem is widely known, a range of external factors have led to the development of market conditions that make the development of new housing stock problematic for investors and owner-occupiers. While work is being done to address the problem by various stakeholders, progress is slow and a "circuit-breaker" is required. Through informal updates with Council on this issue, the City Council has indicated that it is potentially willing to invest significantly in housing to attempt act as that circuit breaker.

OFFICER'S RECOMMENDATION

That Council by **SIMPLE Majority RESOLVES** to:

1. **NOTE and AGREE with the following statements in relation to residential housing within the City of Karratha:**
 - a) **There is an undersupply of housing stock available to rent and/or buy within the City of Karratha**
 - b) **Without a significant injection of new dwelling stock, this undersupply of housing is likely to become considerably worse over the coming years.**
 - c) **While various stakeholders are undertaking activities/works to address the undersupply situation, current plans are unlikely to yield a significant additional supply of housing stock in the short term.**
 - d) **The City of Karratha believes that housing shortages are a critical issue for the local community. Given this, the City is willing to consider a significant investment the development of additional housing stock over the next three (3) years in an attempt to alleviate housing stress in the community, noting that this style of investment is not traditionally a role for local government.**
 - e) **The City's objectives in relation to housing investment would be:**
 - i. **The rapid delivery of additional housing stock to the local market;**
 - ii. **Stimulating the local residential building market;**
 - iii. **Delivering a financial return to Council for its investment that exceeds current long-term bank interest rates;**
 - iv. **Urban renewal of the City of Karratha in accordance with the Karratha – City of the North Plans; and**
 - v. **Partnership with industry, government and local businesses to achieve quality outcomes.**

2. **NOTE** that the proposed housing investment program may cost \$20-35M over the next 2-3 years with these investment funds projected to return a positive return on investment over the life of investment.
3. **REQUEST** that a detailed Local Government Act compliant Business Plan be prepared for Council’s consideration on the proposed Housing investment program in accordance with Section 3.59 of the Local Government Act 1995 – Major Land Transactions.
4. **CALL** tenders for the provision of Project Management services for the City’s proposed Housing investment program with the scope of works being:
 - a) Assistance in the development of a Local Government Act compliance Business Plan.
 - b) Development of detailed Project Management Plan.
 - c) Management of project/s procurement requirements including development of specifications, tender/quotation documentation and evaluation to determine the design and construction for each project.
 - d) Management of contract administration activities throughout the life of the project.
 - e) Performance of Superintendent’s Representative duties during the Construction phase.
 - f) Management of the project evaluation and closure process, including handover, commission, defects, ongoing maintenance schedules etc.
5. **ENDORSE** the tender selection evaluation criteria as follows:

Criteria	Weighting
Key Personnel Skills and Relevant Experience	20%
Capacity to Deliver	15%
Demonstrated Understanding	10%
Price	55%

10 CORPORATE SERVICES

10.1 FINANCIAL STATEMENT FOR PERIOD ENDED 30 SEPTEMBER 2019

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Management Accountant
Date of Report:	29 October 2019
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

To provide a summary of Council's financial position for the period ending 30 September 2019.

BACKGROUND

The following table is a summary of the Financial Activity Statement Report compared to the Budget as at 30 September 2019:

2019/20	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	YTD Variance	Variance %	Impact on Surplus
Operating Revenue (incl. Rates)	101,706,903	101,706,903	56,185,219	57,779,241	1,594,022	2.8%	↑
Operating Expense	(104,663,887)	(104,663,887)	(24,741,920)	(20,108,910)	4,633,009	-18.7%	↑
Non Operating Revenue	36,288,733	36,288,733	750,092	1,676,901	926,809	123.6%	↑
Non Operating Expense	(52,917,546)	(52,917,546)	(11,173,268)	(8,026,575)	3,146,693	-28.2%	↑
Non Cash Items Included	18,176,299	18,176,299	4,244,459	4,145,159	(99,300)	-2.3%	
Restricted Surplus BFWD 18/19	805,297	805,297	805,297	656,270	(149,027)	-18.51%	
Unrestricted Surplus BFWD 18/19	1,276,159	1,276,159	1,276,159	3,941,964	2,665,805	208.89%	
Restricted Surplus CFWD	644,630	644,630	644,630	644,630	0	0.00%	
Surplus/(Deficit) 19/20	27,328	27,328	26,701,409	39,419,420	12,718,011		

This table shows that Council is currently in a surplus position of \$39.4m, a positive variance of \$12.7m compared to the budgeted surplus position of \$26.7m, which reflects timing differences for projects.

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

The following variances contribute significantly to the total YTD variance shown in the above table.

Operating Revenue	
506,518	▲ Reimbursement of overcharges on RFT 41-13/14 Supplying and laying of Asphalt
493,376	▲ KTA Airport Revenue - Property Rental Leases - Timing - Cashflow to be reforecast at November budget review
334,762	▲ Contribution to Works - funds received for Bayview Stage 5B Project not included in original budget
300,000	▲ Contribution received for achieving milestone 9 of grant funding agreement for Red Earth Arts Precinct not included in original budget
287,233	▲ Proceeds of Sale - Staff Housing - Sale of 38 Clarkson Way
1,921,889	▲ Positive Variance
454,106	▼ Profit on Sale of Assets - Proceeds from sale of Land in Gregory Way not yet received
360,888	▼ Waste Industrial/Commercial & Contaminated Disposal Fees less than anticipated - Cashflow to be reforecast at November budget review
814,994	▼ Negative Variance
1,106,895	▲ Net Positive Variance
Operating Expenditure	
1,398,339	▲ Wickham Recreation Facility Aquatic Centre Upgrade - Timing - Works rescheduled to align with end of 2019 swimming season. Cashflow to be reforecast at November budget review
455,448	▲ Refuse Site Maintenance - 7 Mile - Timing - Evaporation pond cleaning will be rescheduled after cyclone season in cooler months, cashflow to be reforecast at November budget review. Plant op costs lower than anticipated due to reduction in reactive maintenance
371,312	▲ Karratha Airport - Power, Security & Screening - Delay in receiving invoices for processing
339,074	▲ Economic Development Projects including Inter Regional Air Travel - Flights commenced 16th August with the first payment to be processed; EcoHub Business Case expenditure delayed - Cashflows to be reforecast at November budget review
2,564,173	▲ Positive Variance
440,710	▼ TC Veronica Expenditure - Claims being prepared for reimbursement from insurance, National Disaster Relief and Recovery Arrangements Agency
440,710	▼ Negative Variance
2,123,463	▲ Net Positive Variance
Non Operating Revenue	
1,596,474	▲ Trf from Infrastructure Reserve - Timing of transfers for reserve funded projects. Cashflow will be reforecast at November budget review
1,596,474	▲ Positive Variance
492,900	▼ Proceeds from Disposal of Assets - Sales are yet to occur
492,900	▼ Negative Variance
1,103,574	▲ Net Positive Variance

Non Operating Expenditure	
2,513,564	▲ Infrastructure - Welcome Park - Timing - Invoice received late; Andover Park Redevelopment - Works rescheduled due to scope amendments. Murujuga National Park Access Road - Cashflow will be reforecast at November budget review
824,581	▲ Infrastructure Reseal Program - Timing - Invoices processed in October
630,290	▲ Dampier Palms & Hampton Oval Redevelopment - Accommodating additional rock breaking and variation works - Cashflow will be reforecast at November budget review
341,250	▲ Road Work Extension - 7 Mile Tip - Project delayed until October. Cashflow will be reforecast at November budget review
250,000	▲ The Quarter - Timing - Lift upgrades scheduled to commence in Q2
4,559,685	▲ Positive Variance
1,423,843	▼ TC Veronica Expenditure - Claims being prepared for reimbursement from insurance, National Disaster Relief and Recovery Arrangements Agency
304,131	▼ Mooligunn Rd - Works near completion with practical completion due in 2 weeks
1,727,974	▼ Negative Variance
2,831,711	▲ Net Positive Variance

There are numerous additional smaller variances that contribute to the overall \$12.7m positive variance against the budgeted surplus position. Further detail on these variances is included later in this report in the variance commentary by Program for the Statement of Financial Activity.

FINANCIAL MANAGEMENT SUMMARY
Local Government Financial Ratios

Period End 30 September 2019	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	13.9
Asset Sustainability Ratio Capital Renewal and Replacement Expenditure ÷ Depreciation	> 0.90	0.71	0.81
Operating Surplus Ratio Operating Surplus (excl. capital grants & contributions) ÷ Own Source Revenue	0 – 15%	-8.0%	66.9%
Own Source Revenue Ratio Own Source Operating Revenue ÷ Operating Expenses	0.40 or above	0.84	2.70
Debt Service Cover Ratio Operating surplus before interest expense and depreciation ÷ Principal and interest Expense	> 2	32.2	117.3

Statement of Financial Position

	2019 September	2019 August	% change
Current			
Assets	110,860,181	112,908,964	-1.81%
Liabilities	8,639,214	7,831,528	10.31%
Non Current			
Assets	694,847,629	695,181,211	-0.05%
Liabilities	841,298	841,298	0.00%
Net Assets	796,227,298	799,417,349	

Current Assets decreased by 1.81% from August to September, primarily due to a decrease in accounts receivable. Current Liabilities increased by 10.31% compared to August due to an increase in accounts payable. Non-Current Assets decreased slightly by 0.05% and is attributable to depreciation processed from July to September. There has been no change to Non-Current Liabilities.

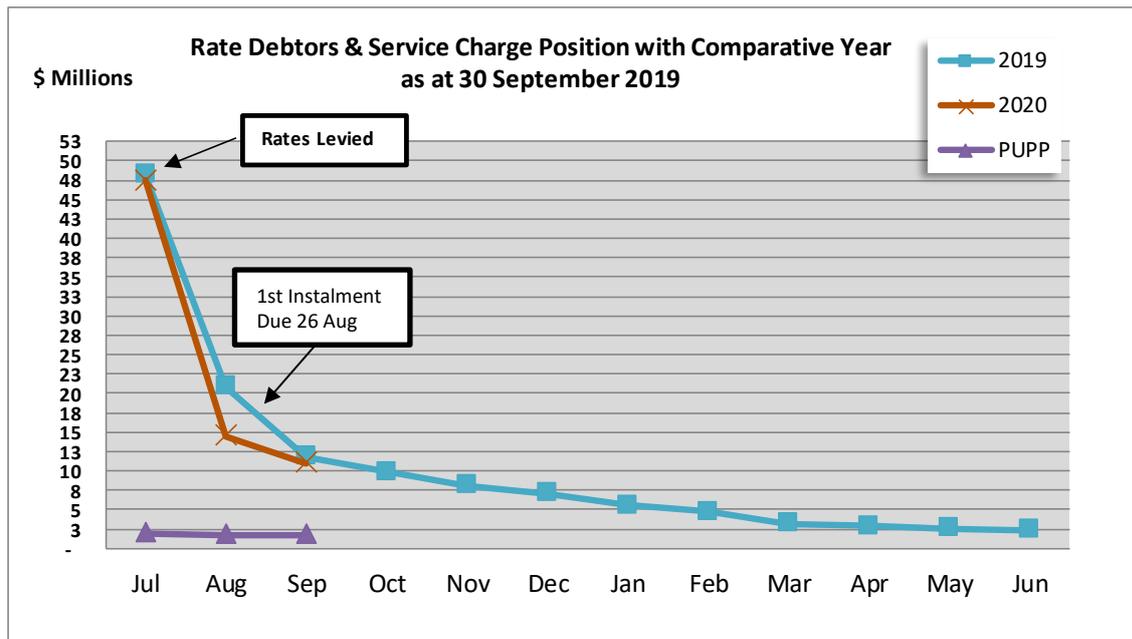
Debtors Schedule

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

Debtors Schedule				
	2019 September	2019 August	Change %	Of Current Total %
Current	3,709,029	2,959,521	25%	76.9%
> 40 Days	141,001	61,908	128%	2.9%
> 60 Days	93,833	421,576	-78%	1.9%
> 90 Days	876,660	878,312	0%	18.2%
Total	4,820,523	4,321,317	12%	100%
Rates Debtors				
Total	11,017,663	14,469,853	-24%	100%
PUPP Debtors				
Total	1,760,691	1,784,959	-1%	100%

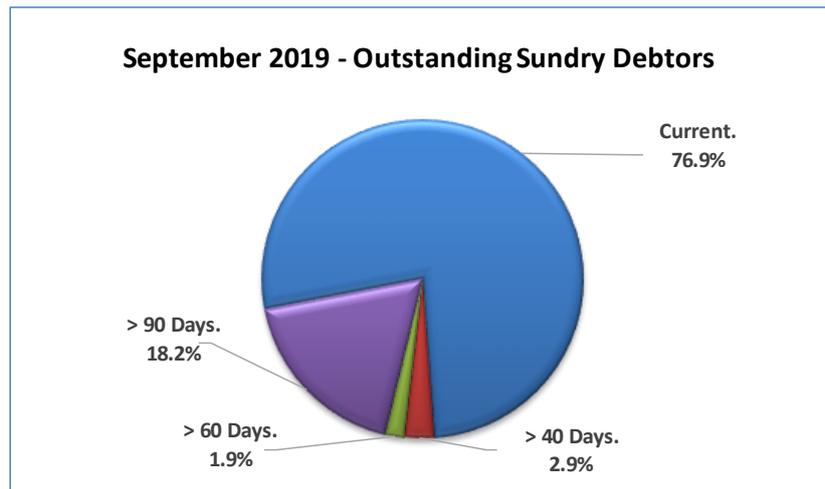
A total of \$38m of rates have been paid to end of September, representing a collection rate of 77.5% to date.

There was a decrease from August of 1% in the PUPP Debtors balance. PUPP payments have now been received on 99.5% of properties, and of those paid 97.7% have paid in full with 2.3% paying by instalments.

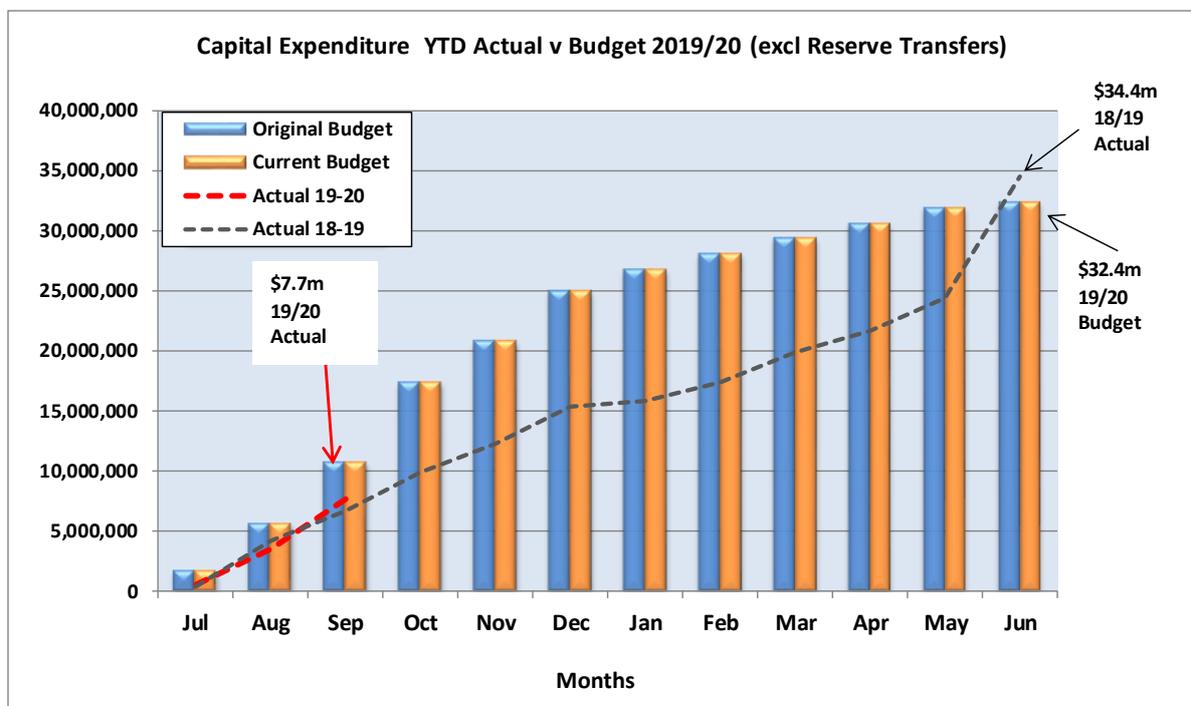


Collection of outstanding debts greater than 40 days are continuing in line with Council policy. The following table highlights outstanding balances for each ageing period, excluding grants and contributions for Trade Debtor balances in excess of \$5,000.

Debtor	Total \$	40 Days \$	60 Days \$	>90 Days \$	Comments
Babcock Offshore Services Australasia	25,719.40	13,073.97	0.00	0.00	Aircraft landings for Jul and Aug 2019. Final reminder sent.
Cleanaway Pty Ltd - Barrow Island	213,682.48	0.00	79,830.03	0.00	Waste disposal fees Jul and Aug 2019. Multiple reminders sent and debtor advised credit account will be closed if payment is not received by 31/10/2019.
Frank Smith	41,593.20	0.00	0.00	41,593.20	Demolition costs due to uninhabitable dwelling. At the February 2019 OCM Council resolved to take possession and sell the property. A GPC has been served in relation to outstanding rates to affect the above resolution. The Defendant has verbally agreed to the City's proposed settlement offer to transfer title in the property. Formal documentation is currently being drafted.
Otan Karratha Pty Ltd	742,948.00	0.00	0.00	742,948.00	Contributions to Effluent Reuse Scheme and Nickol West Park expansion. Statement of Claim filed with District Court 22/07/2019 and served on debtor 23/07/2019. Mediation held on 16/10/2019 and settlement offer presented to Council. Deed of Settlement being drafted.
Steven Ward	9,025.00	0.00	0.00	9,025.00	Damages awarded for breakage of airport glass pane. Debtor has agreed a payment arrangement of \$410 per month and is currently up to date.



Capital Expenditure



Council’s 2019/20 current Capital Expenditure budget is \$32.4m with the majority associated with major projects including Dampier Palms and Hampton Oval Redevelopment, Andover Park Redevelopment, Mooligunn Road, Karratha Airport Hanger projects and other infrastructure improvements. The following table shows capital expenditure is 29% below budget for the month.

CAPITAL EXPENDITURE						
Asset Class	YTD			ANNUAL		
	YTD Budget	YTD Actual	Variance %	Annual Original Budget	Annual Amend Budget	% of Annual Budget
	30-Sep-19			30-Jun-20		
Land	0	0	0%	0	0	0%
Artwork	0	35,100	0%	250,000	250,000	14%
Buildings	599,599	805,965	34%	5,133,568	5,133,568	16%
Equipment	100,000	0	-100%	828,500	828,500	0%
Furn & Equip	336,917	59,041	-82%	1,008,237	1,008,237	6%
Plant	384,000	88,923	-77%	2,415,500	2,415,500	4%
Infrastructure	9,376,545	6,681,858	-29%	22,837,018	22,837,018	29%
Totals	10,797,061	7,670,887	-29%	32,472,823	32,472,823	24%

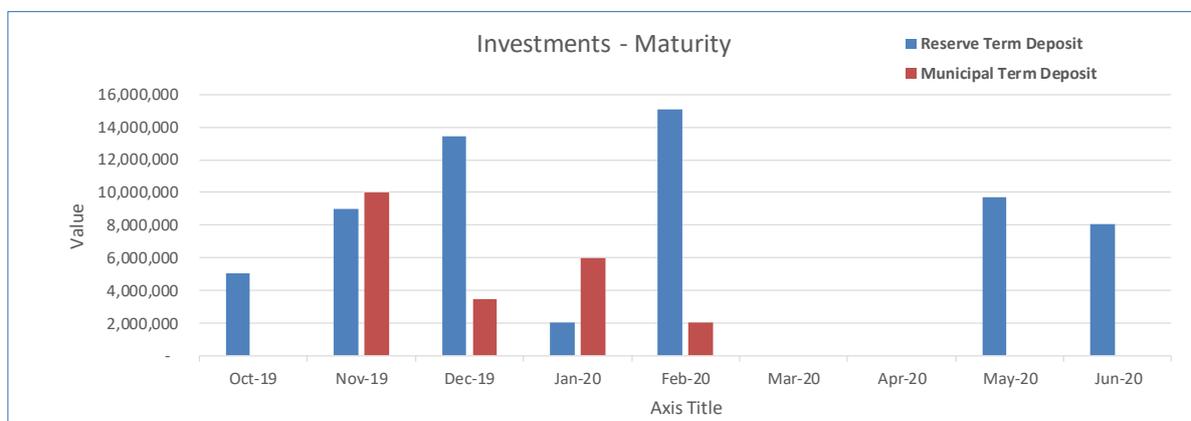
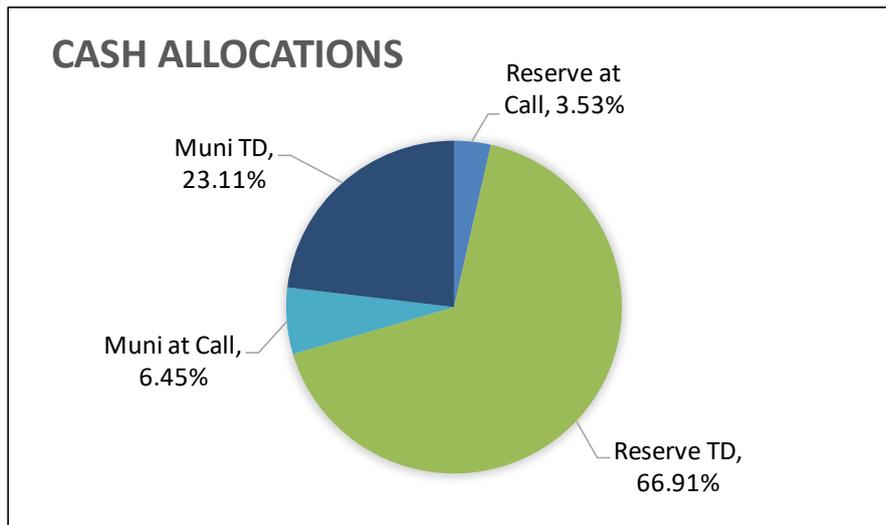
Further detail on these variances is included later in this report in the variance commentary by Program in the Statement of Financial Activity.

Cash and Investments

The following table indicates the financial institutions where the City has investments as of 30 September 2019.

Institution	Accounts	Principal Investment \$	Balance 30 Sept 2019 \$	Interest %	Investment Term	Maturity	Source
RESERVE FUNDS							
WBC	Business Premium Cash Reserve		3,292,286	1.05	At Call		Reserve at Call
AMP	Reserve Term Deposit	5,000,000	5,062,137	2.70	6 months	Oct-19	Reserve TD
WBC	Reserve Term Deposit	9,000,000	9,015,510	1.85	3 months	Nov-19	Reserve TD
WBC	Reserve Term Deposit	10,284,000	10,408,411	2.66	8 months	Dec-19	Reserve TD
WBC	Reserve Term Deposit	3,000,000	3,004,258	1.85	5 months	Dec-19	Reserve TD
ME	Reserve Term Deposit	2,000,000	2,002,915	1.90	3 months	Jan-20	Reserve TD
ANZ	Reserve Term Deposit	5,000,000	5,079,890	2.70	12 months	Feb-20	Reserve TD
WBC	Reserve Term Deposit	10,000,000	10,007,096	1.85	5 months	Feb-20	Reserve TD
WBC	Reserve Term Deposit	9,583,448	9,680,858	2.65	12 months	May-20	Reserve TD
CBA	Reserve Term Deposit	8,000,000	8,053,655	2.40	12 months	Jun-20	Reserve TD
Sub Total Reserve		61,867,448	65,607,015				
MUNICIPAL FUNDS							
WBC	Municipal Term Deposit	8,000,000	8,003,649	1.85	3 months	Nov-19	Muni TD
CBA	Municipal Term Deposit	2,000,000	2,002,365	1.66	2 months	Nov-19	Muni TD
WBC	Municipal Term Deposit	3,500,000	3,505,101	1.90	3 months	Dec-19	Muni TD
WBC	Municipal Term Deposit	4,000,000	4,005,414	1.90	4 months	Jan-20	Muni TD
DEF	Municipal Term Deposit	1,000,000	1,001,041	2.00	4 months	Jan-20	Muni TD
DEF	Municipal Term Deposit	1,000,000	1,000,558	1.85	4 months	Jan-20	Muni TD
WBC	Municipal Term Deposit	2,000,000	2,002,707	1.90	5 months	Feb-20	Muni TD
WBC	Municipal (Transactional)		5,991,660	1.19	At Call		Muni at Call
N/A	Cash on Hand		17,417				Muni at Call
Sub Total Muni		21,500,000	27,529,912				
TOTAL		83,367,448	93,136,927				

The balance of all Term Deposits includes interest accrued to 30 September 2019



The Reserve Bank cash rate (overnight money market interest rate) remained at 1% during the month. The Municipal funds held with Westpac Bank are currently earning 0.31% interest on balances between \$1m and \$5m in the everyday account and amounts greater than \$5m will earn 0.41%.

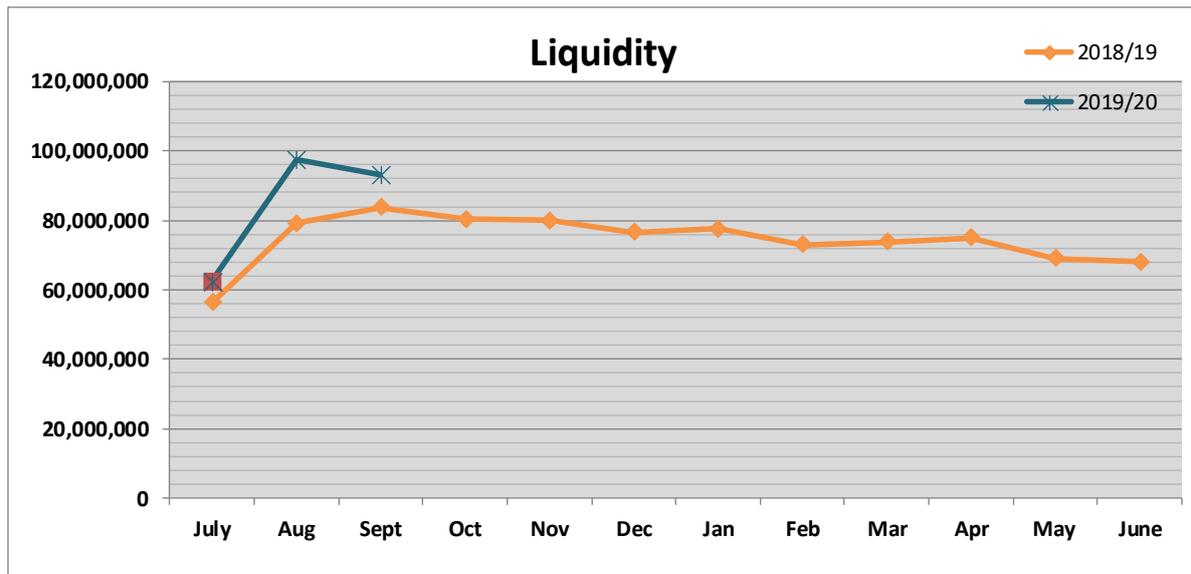
During September, Council had a total of \$12m maturing in Reserve investments, and these funds including additional funds of \$3m were re-invested as follows:

- Reserve - \$10m for 5 months at 1.85%
- Reserve - \$3m for 5 months at 1.85%
- Reserve - \$2m for 3 months at 1.90%

There were no maturing investments for Municipal during September, however Council invested \$13.5m funds not required for immediate cashflow purposes as follows:

- Muni - \$2m for 5 months at 1.90%
- Muni - \$1m for 4 months at 1.85%
- Muni - \$1m for 4 months at 2.00%
- Muni - \$4m for 4 months at 1.90%
- Muni - \$3.5m for 3 months at 1.90%
- Muni - \$2m for 2 months at 1.66%

The liquidity graph for 2019/20 demonstrates an increase in liquidity during September, primarily due to payment of accounts receivable.



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 – Sep 2019 \$	Year to Date – Sep 2019 \$	Life to Date – Sep 2019 \$
Total Income Received	120,899	726,500	5,450,554
Total Expense Paid	(49,264)	(392,507)	(2,861,093)
Net Income	71,635	333,993	2,589,461
Annualised ROI	4.3%	6.7%	5.8%

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

- Statement of Comprehensive Income by Nature or Type;
- Statement of Comprehensive Variance Commentary by Nature or Type
- Statement of Financial Activity
- Operating and Capital Variance Commentary by Program Area;
- Net Current Funding Position;
- Statement of Financial Position (Balance Sheet);
- Cash and Cash Equivalents; and
- Statement of Financial Activity by Divisions.

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 September 2019 with a year to date budget surplus position of \$26,701,409 (comprising \$26,056,779 unrestricted surplus and \$644,630 restricted surplus) and a current surplus position of \$39,419,420 (comprising \$38,774,790 unrestricted surplus and \$644,630 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 2019-2020 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 30th September 2019; 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 30th September 2019.

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 30th September 2019.

City of Karratha
Statement of Comprehensive Income
By Nature or Type
for the period ending 30 September 2019

	Original Budget	Amended Budget	Budget YTD	Actual YTD	Material Variance ≥10%	\$50,000 or more	2018/19
	\$	\$	\$	\$	%	\$	\$
Revenue							
Rates	42,075,758	42,075,758	41,641,699	41,638,770	-	-	40,488,172
Fees and Charges	43,041,634	43,041,634	11,764,423	12,072,501	-	308,078	38,548,526
Operating Grant, Subsidies and Contributions	8,556,486	8,556,486	753,866	1,161,579	54.08%	407,713	13,840,155
Service charges	0	0	0	0			861
Interest Earned	2,316,425	2,316,425	638,273	629,155	-	-	2,455,903
Proceeds/Realisation	-	-	-	287,233		287,233	-
All Other	938,962	938,962	366,506	696,309	89.99%	329,803	995,327
	96,929,265	96,929,265	55,164,767	56,485,547	-	1,320,780	96,328,944
Expenses							
Employee Costs	(34,467,960)	(34,467,960)	(7,933,072)	(7,891,789)	-	-	(35,315,195)
Materials and Contracts	(28,560,908)	(28,560,908)	(8,431,447)	(4,619,490)	-45.21%	3,811,957	(26,036,342)
Utilities (gas, electricity, water etc)	(6,268,791)	(6,268,791)	(1,606,930)	(1,183,044)	-26.38%	423,886	(5,824,123)
Interest Expenses	(8,076)	(8,076)	0	799		-	(9,919)
Depreciation	(18,688,498)	(18,688,498)	(4,710,565)	(4,348,564)	-	362,001	(17,692,578)
Insurance Expenses	(1,724,673)	(1,724,673)	(912,361)	(948,071)	-	-	(1,573,650)
Other Expenses	(14,764,981)	(14,764,981)	(1,142,545)	(1,095,441)	-	-	(2,726,957)
	(104,483,887)	(104,483,887)	(24,736,920)	(20,085,600)		4,651,320	(89,178,764)
	(7,554,622)	(7,554,622)	30,427,847	36,399,947			7,150,180
Non Operating Grants, Subsidies & Contributions							
Contributions	4,085,439	4,085,439	549,347	1,293,694	135.50%	744,347	14,713,939
Profit on Asset Disposal	692,199	692,199	471,106	-	-100.00%	(471,106)	134,365
(Loss) on Asset Disposal	(180,000)	(180,000)	(5,000)	(23,310)	366.20%	-	(1,674,523)
Asset Accounting Change Reg 17A	0	0	0	0			(290,670)
Fair value adjustments to investment property	0	0	0	0			1,745,200
(Loss) on revaluation of Furniture/Equipment	0	0	0	0			(20,173)
Net Result	(2,956,984)	(2,956,984)	31,443,300	37,670,331			21,758,318
Other Comprehensive Income							
<i>Items that will not be reclassified subsequently to profit or loss</i>	0	0	0	0			157,537
Changes on Revaluation of non- current Assets	0	0	0	0		-	
Total other comprehensive income	0	0	0	0			157,537
Total Comprehensive Income	(2,956,984)	(2,956,984)	31,443,300	37,670,331			21,915,855

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	
Operating Grant, Subsidies & Contributions	54.08%	407,713	120,000	▲ Youth Services Income - Timing - Grant received earlier than budgeted
			100,145	▲ Cossack Art Program Contributions - Timing - Sponsorship received in advanced, to be carried forward to 2020/21
			66,372	▲ Financial Assistance Grant - Budget based on notional amount and has since been confirmed. This will be corrected at November budget review
			50,000	▲ NAIDOC Week Income - Timing - Funds received earlier than budgeted
			336,517	▲ Positive Variance
All Other	89.99%	329,803	506,518	▲ Reimbursement of overcharges on RFT 41-13/14 Supplying and laying of Asphalt
			506,518	▲ Positive Variance
			180,000	▼ Dampier Community Hub - Timing - Contribution towards defect works
			180,000	▲ Negative Variance
			326,518	▲ Net Positive Variance
Expenses from Operations	Material Variance		Significant Items	
Materials & Contracts	-45.21%	3,811,957	1,398,339	▲ Wickham Recreation Facility Aquatic Centre Upgrade - Timing - Works rescheduled to align with end of 2019 swimming season. Cashflow will be reforecast at November budget review
			291,694	▲ General Waste and Litter Control - Timing - previous months invoices will be processed in October
			340,000	▲ Economic Development Projects including Inter Regional Air Travel - Flights commenced 16th August with the first payment to be processed shortly; EcoHub Business Case expenditure delayed - Cashflows to be reforecast at November budget review
			193,000	▲ Roundabout Maintenance - Landcorp partnership not proceeding, landscaping currently out for RFQ
			105,987	▲ Red Earth Arts Festival - Timing - Delay in receiving invoices for processing
			85,898	▲ IT Software Expenses - Timing - Implementation of MyData Asset Management system later than expected
			65,745	▲ Street Tree Maintenance - Timing - Cashflow to be reforecast at November budget review
			62,815	▲ Tourism Development - Timing
			2,543,478	▲ Positive Variance
			131,565	▼ Dampier Pavilion - Building Improvements - Project commencement was delayed, a number of contract variations further resulted in work being carried forward into 19-20 FY
			131,565	▼ Negative Variance
			2,411,913	▲ Net Positive Variance
Utilities	-26.38%	423,886	157,889	▲ Karratha Airport Recoverables Power - Timing
			157,889	▲ Positive Variance

Variance Commentary by Nature & Type (cont.)

Other	Material Variance			Significant Items
Non Operating Grants, Subsidies & Contributions	135.50%	744,347	429,843	▲ Contribution to Works - funds received for Bayview Stage 5B Project not included in original budget \$334k & funds received earlier than anticipated for Bayview Road Stage 5A \$95k
			300,000	▲ Contribution received for achieving milestone 9 of grant funding agreement for Red Earth Arts Precinct not included in original budget
			729,843	▲ Positive Variance
Profit on Asset Disposal	-100.00%	(471,106)	454,106	▼ Profit on Sale of Assets - Proceeds from sale of Land in Gregory Way not yet received
			454,106	▼ Negative Variance

City of Karratha
Statement of Financial Activity
for the period ending 30 September 2019

	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	47,940,380	47,940,380	43,178,471	43,283,256	-	104,785	↑
Governance	482,566	482,566	461,396	527,609	14.35%	66,213	↑
Law, Order And Public Safety	795,984	795,984	112,940	128,019	13.35%	-	
Health	156,850	156,850	4,800	47,605	891.78%	-	
Education and Welfare	58,008	58,008	14,502	29,814	105.59%	-	
Housing	942,747	942,747	166,674	481,424	188.84%	314,750	↑
Community Amenities	12,308,200	12,308,200	5,570,379	5,087,585	-	(482,793)	↓
Recreation And Culture	14,273,422	14,273,422	1,834,524	2,315,329	26.21%	480,805	↑
Transport	23,846,162	23,846,162	4,514,388	5,460,232	20.95%	945,845	↑
Economic Services	627,440	627,440	240,749	308,378	28.09%	67,629	↑
Other Property And Services	275,144	275,144	86,397	109,989	27.31%	-	
	101,706,903	101,706,903	56,185,219	57,779,241	-	1,594,022	
Expenses (Applications)							
General Purpose Funding	(11,627,044)	(11,627,044)	(536,515)	(560,917)	-	-	
Governance	(3,750,137)	(3,750,137)	(1,087,696)	(685,943)	-36.94%	401,753	↑
Law, Order And Public Safety	(1,874,341)	(1,874,341)	(445,673)	(354,427)	-20.47%	91,246	↑
Health	(1,188,091)	(1,188,091)	(282,143)	(280,438)	-	-	
Education and Welfare	(196,767)	(196,767)	(50,750)	(41,682)	-17.87%	-	
Housing	(830,189)	(830,189)	(274,063)	(492,215)	79.60%	(218,152)	↓
Community Amenities	(16,048,012)	(16,048,012)	(4,124,402)	(2,773,001)	-32.77%	1,351,401	↑
Recreation And Culture	(41,135,777)	(41,135,777)	(11,074,764)	(8,925,858)	-19.40%	2,148,905	↑
Transport	(25,831,827)	(25,831,827)	(6,048,692)	(4,903,488)	-18.93%	1,145,204	↑
Economic Services	(2,184,678)	(2,184,678)	(732,934)	(475,885)	-35.07%	257,049	↑
Other Property And Services	2,976	2,976	(84,288)	(615,055)	629.71%	(530,767)	↓
	(104,663,887)	(104,663,887)	(24,741,920)	(20,108,910)	-18.73%	4,633,009	
NON OPERATING							
Revenue							
Proceeds From Disposal Of Assets	1,812,500	1,812,500	552,000	59,100	-89.29%	(492,900)	↓
Tsf From Plant Replacement Reserve	746,000	746,000	0	0	-	-	
Tsf From Infrastructure Reserve	27,998,755	27,998,755	0	1,596,474	-	1,596,474	↑
Tsf From Partnership Reserve	4,970,501	4,970,501	0	0	-	-	
Tsf From Carry Forward Budget Reserve	177,393	177,393	177,393	0	-100.00%	(177,393)	↓
Tsf From Economic Development Reserve	500,000	500,000	0	0	-	-	
Repayments Self Supporting Loans	83,584	83,584	20,699	21,327	-	-	
	36,288,733	36,288,733	750,092	1,676,901	123.56%	926,809	
Expenses							
Purchase Of Assets - Artwork	(250,000)	(250,000)	0	(35,100)	-	-	
Purchase Of Assets - Buildings	(5,133,568)	(5,133,568)	(599,599)	(805,965)	34.42%	(206,366)	↓
Purchase Of Assets - Equipment	(828,500)	(828,500)	(100,000)	0	-100.00%	100,000	↑
Purchase Of Assets - Furniture & Equipment	(1,008,237)	(1,008,237)	(336,917)	(59,041)	-82.48%	277,876	↑
Purchase Of Assets - Plant	(2,415,500)	(2,415,500)	(384,000)	(88,923)	-76.84%	295,077	↑
Purchase Of Assets - Infrastructure	(22,837,018)	(22,837,018)	(9,376,545)	(6,681,858)	-28.74%	2,694,687	↑
Loan Principal Repayments	(83,438)	(83,438)	0	0	-	-	
Tsf To Aerodrome Reserve	(1,687,239)	(1,687,239)	(23,012)	(15,774)	-31.46%	-	
Tsf To Dampier Drainage Reserve	(286)	(286)	(72)	(60)	-16.08%	-	
Tsf To Plant Replacement Reserve	(22,997)	(22,997)	(5,793)	(4,824)	-16.73%	-	
Tsf To Walkington Theatre Reserve	(873)	(873)	(220)	(183)	-16.67%	-	
Tsf To Workers Compensation Reserve	(14,728)	(14,728)	(3,710)	(2,161)	-41.76%	-	
Tsf To Infrastructure Reserve	(14,713,042)	(14,713,042)	(138,023)	(121,214)	-12.18%	-	
Tsf To Partnership Reserve	(1,018,685)	(1,018,685)	(4,707)	(55,837)	1086.25%	(51,130)	↓
Tsf To Waste Management Reserve	(2,689,503)	(2,689,503)	(146,924)	(112,955)	-23.12%	-	
Tsf To Mosquito Control Reserve	(817)	(817)	(62)	(52)	-15.94%	-	
Tsf To Employee Entitlements Reserve	(133,342)	(133,342)	(33,589)	(28,100)	-16.34%	-	
Tsf To Community Development Reserve	(35,922)	(35,922)	(9,049)	(5,019)	-44.53%	-	
Tsf To Medical Services Assistance Package Reserve	(9,119)	(9,119)	(2,297)	(2,226)	-	-	
Tsf To Economic Development Reserve	(34,732)	(34,732)	(8,749)	(7,284)	-16.75%	-	
	(52,917,546)	(52,917,546)	(11,173,268)	(8,026,575)	-28.16%	3,146,693	

City of Karratha
Statement of Financial Activity
 for the period ending 30 September 2019

	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	Material Variance ≥10%	\$50,000 or more
	\$	\$	\$	\$	%	\$
Adjustment For Non Cash Items						
Depreciation	18,688,498	18,688,498	4,710,565	4,348,564	-	(362,001)
Movement in Accrued Interest	-	-	-	(799)	-	-
Movement in Accrued Salaries & Wages	-	-	-	(225,916)	-	(225,916)
(Profit) / Loss On Disposal Of Assets	(512,199)	(512,199)	(466,106)	23,310	-105.00%	489,416
	18,176,299	18,176,299	4,244,459	4,145,159	-	(99,300)
Restricted Surplus/(Deficit) B/Fwd 1 July	805,297	805,297	805,297	656,270	-18.51%	
Unrestricted Surplus/(Deficit) B/Fwd 1 July	1,276,159	1,276,159	1,276,159	3,941,964	208.89%	2,665,805
Restricted Surplus/(Deficit) C/Fwd	644,630	644,630	644,630	644,630		
Surplus / (Deficit)	27,328	27,328	26,701,409	39,419,420		12,718,011

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
Governance	14.35%	66,213	506,518	▲ Reimbursement of overcharges on RFT 41-13/14 Supplying and laying of Asphalt
			506,518	▲ Positive Variance
			454,106	▼ Profit on Sale of Assets - Proceeds from sale of Land in Gregory Way not yet received
			454,106	▼ Negative Variance
			52,412	▲ Net Positive Variance
Housing	188.84%	314,750	287,233	▲ Proceeds of Sale - Staff Housing - Sale of 38 Clarkson Way
			287,233	▲ Positive Variance
Recreation & Culture	26.21%	480,805	300,000	▲ Contribution received for achieving milestone 9 of grant funding agreement for Red Earth Arts Precinct not included in original budget
			120,000	▲ Youth Services Income - Timing - Grant received earlier than budgeted
			100,145	▲ Cossack Art Program Contributions - Timing - Sponsorship received in advanced, to be carried forward to 2020/21
			99,402	▲ Lease Fees - Other Buildings - Timing - Annual lease fee paid in advance
			50,000	▲ NAIDOC Week Income - Timing - Funds received earlier than budgeted
			669,547	▲ Positive Variance
			180,000	▼ Dampier Community Hub - Insurance claim not proceeding, cashflow to be adjusted at November budget review
			81,750	▼ Red Earths Arts Festival Revenue - Timing - Funds budgeted not yet received
			261,750	▼ Negative Variance
			407,797	▲ Net Positive Variance
Transport	20.95%	945,845	493,376	▲ KTA Airport Revenue - Property Rental Leases - Timing - Cashflow to be reforecast at November budget review
			334,762	▲ Contribution to Works - funds received for Bayview Stage 5B Project not included in original budget
			95,081	▲ Contributions to Works - funds received earlier than anticipated for Bayview Road Stage 5A
			923,219	▲ Positive Variance
Economic Services	28.09%	67,629	67,629	▲ Positive Variance
Expenses from Operations	Material Variance			Significant Items
Governance	-36.94%	401,753	172,097	▲ Non Statutory Donations - 43% paid to September, with balance to be paid in January and June 2020
			85,898	▲ IT Software Expenses - Timing - Implementation of MyData Asset Management system later than expected
			257,995	▲ Positive Variance
Law, Order, Public Safety	-20.47%	91,246	66,924	▲ Employment Costs - Rangers reallocated is less than anticipated, however as this is a non cash account, it has no impact on surplus
			66,924	▲ Positive Variance

Variance Commentary by Program (cont.)

Expenses from Operations	Material Variance		Significant Items	
Housing	79.60%	(218,152)	139,398	▼ Staff Housing - General Administration Allocation is higher than anticipated, however as this is a non cash account, it has no impact on surplus
			139,398	▼ Negative Variance
Community Amenities	-32.77%	1,351,401	455,448	▲ Refuse Site Maintenance - 7 Mile - Timing - Evaporation pond cleaning will be rescheduled after cyclone season in cooler months, cashflow will be addressed at November budget review. Plant op costs lower than anticipated due to reduction in reactive maintenance
			339,074	▲ Economic Development Projects including Inter Regional Air Travel Flights commenced 16th August with the first payment to be processed shortly; EcoHub Business Case expenditure delayed - Cashflows to be reforecast at November budget review
			291,694	▲ General Waste and Recycling Collection - Timing - previous months invoices will be processed in October
			54,354	▲ Economic Development - MESAP - Timing - Waiting on acquittal from DNA Conference Organisers to process additional payment. Waiting on additional information from Tourism Council to process progress payment for Tourism Conference. Expected to be resolved within 60 days.
			1,140,570	▲ Positive Variance
Recreation & Culture	-19.40%	2,148,905	1,398,339	▲ Wickham Recreation Facility Aquatic Centre Upgrade - Timing - Works rescheduled to align with end of 2019 swimming season. Cashflow will be reforecast at November budget review
			105,987	▲ Red Earth Arts Festival - Timing - Delay in receiving invoices for processing
			80,613	▲ HHBSC Marina Contribution - Timing - Delays with finalising Concept Design - Cashflow will be reforecast at November budget review
			73,643	▲ Employment Costs - Karratha Leisureplex - Staff efficiencies, operating below allocation in winter months
			69,735	▲ Karratha Leisureplex - Grant Funded Programs - Timing
			53,211	▲ Karratha Golf Course/Bowling Green Facility - Timing - awaiting invoice for processing
			1,781,528	▲ Positive Variance
			131,565	▼ Dampier Pavilion - Building Improvements - Project commencement was delayed, a number of contract variations further resulted in work being carried forward into 19-20 FY
			79,940	▼ Employment Costs - Events & Festivals - Cashflowing of staffing costs not aligned to events and will be addressed at November budget review
			69,165	▼ City Centre Gardens - Timing - Focus on landscaping of Warambie and Karratha medians and Cashflow will be reforecast at November budget review
			280,670	▼ Negative Variance
			1,500,858	▲ Net Positive Variance
Transport	-18.93%	1,145,204	165,054	▲ Town Street - Timing - Delays in receiving asphalt quotes
			371,312	▲ Karratha Airport - Power, Security & Screening - Timing with monthly invoices
			82,602	▲ Karratha Airport - Car Park & Grounds Transport Operations - Contract negotiation in progress causing timing delays with invoices. Savings have been realised and will be updated at the November budget review

Variance Commentary by Program (cont.)

Expenses from Operations	Material Variance		Significant Items	
Transport (cont.)			65,745	▲ Street Tree Maintenance - Timing - Cashflow to be reforecast at November budget review
			60,942	▲ Median Strip Maintenance - Staff resources allocated to City Centre re-landscaping
			54,672	▲ Karratha Airport - Cost savings realised due to optimised WWTP, Cashflow will be reforecast at November Budget Review
			800,327	▲ Positive Variance
			50,139	▼ Shoulder Grading Various Roads - Timing - Materials transported in readiness to commence. Cashflow to be reforecast at November budget review
			50,139	▼ Negative Variance
			750,188	▲ Net Positive Variance
Economic Services	-35.07%	257,049	190,000	▲ Roundabout Maintenance - Landcorp partnership not proceeding, landscaping currently out for RFQ
			63,741	▲ Tourism Development - Timing
			253,741	▲ Positive Variance
Other Property and Services	629.71%	(530,767)	377,244	▼ Less allocated to Overheads are higher than anticipated, however as this is a non cash amount, it has no impact on surplus
			377,244	▼ Negative Variance
Non Operating Revenue	Material Variance		Significant Items	
Proceeds from Disposal of Assets	-89.29%	(492,900)	492,900	▼ Proceeds from Disposal of Assets - Timing - Sales are yet to occur
			492,900	▼ Negative Variance
Tsf from Carry Forward Budget Reserve	-100.00%	(177,393)	177,393	▼ Tsf from Carry Forward Budget Reserve - Timing - Transfer occurring later than planned
			177,393	▼ Negative Variance
Non Operating Expenses	Material Variance		Significant Items	
Purchase of Assets - Buildings	34.42%	(206,366)	250,000	▲ The Quarter - Timing - Lift upgrades scheduled to commence in Q2
			250,000	▲ Positive Variance
			508,373	▼ Wickham Community Hub - includes Contractor Variations, additional compliance item costs and Liquidated Damages adjustment
			508,373	▲ Positive Variance
			(258,373)	▼ Net Negative Variance
Purchase of Assets - Equipment	-100.00%	100,000	100,000	▲ Purchase Equipment Landfill Operations - Delay purchasing Horizontal Grinder. Cashflow will be addressed at November budget review
			100,000	▲ Positive Variance
Purchase of Assets - Furniture & Equipment	-82.48%	277,876	125,329	▲ Furniture & Equipment - Wickham Community Hub - Timing - Delay in P2P project, will be corrected by December
			88,912	▲ Furniture & Equipment - Red Earth Arts Precinct - Timing
			214,241	▲ Positive Variance

Variance Commentary by Program (cont.)

Non Operating Expenses	Material Variance		Significant Items	
Purchase of Assets - Plant	-76.84%	295,077	180,000	▲ Purchase Plant - Roads & Streets -Timing - 6x4 HINO tip truck delivery delayed, due to arrive September
			56,000	▲ Purchase Plant - Community Development - Vehicle delivered September and was invoiced in October
			236,000	▲ Positive Variance
Purchase of Assets - Infrastructure	-28.74%	2,694,687	2,513,564	▲ Infrastructure - Welcome Park - Timing - Invoice received late; Andover Park Redevelopment - Timing - Works rescheduled due to scope amendments. Murujuga National Park Access Road - Timing - Cashflow will be reforecast at November budget review
			824,581	▲ Infrastructure Reseal Program - Timing - Invoices processed in October
			630,290	▲ Dampier Palms & Hampton Oval Redevelopment - Accommodating additional rock breaking and variation works - Cashflow will be reforecast at November budget review
			341,250	▲ Road Work Extension - 7 Mile Tip - Project delayed until October. Cashflow will be reforecast at November budget review
			90,000	▲ Wickham Boat Ramp and Surrounds - Timing - Design and install of access yet to be finalised. Cashflow will be reforecast at November budget review
			70,000	▲ Sports Field Lighting Renewal -Timing - Progressing lighting repairs taking longer than forecast
			4,469,685	▲ Positive Variance
			1,423,843	▼ TC Veronica Expenditure - Timing - Claims being prepared for reimbursement from insurance, National Disaster Relief and Recovery Arrangements Agency
			304,131	▼ Mooligunn Rd - Works near completion with practical completion due in 2 weeks
			1,727,974	▼ Negative Variance
			2,741,711	▲ Net Positive Variance
Tsf to Partnership Reserve	1086.25%	(51,130)	51,130	▼ Tsf to Partnership Reserve - Timing - Transfer occurred earlier than planned
			51,130	▼ Negative Variance

City of Karratha
Net Current Funding Position
for the period ending 30 September 2019

	Year to Date Actual	Brought Forward
Note	30/09/2019	1/07/2019
	\$	\$
Current Assets		
Cash and Cash Equivalents - Unrestricted	27,529,912	1,199,951
Cash and Cash Equivalents - Restricted - Reserves	65,607,015	66,847,801
Trade and Other Receivables	17,361,966	13,242,937
Land held for Resale - Development Costs	35,893	35,893
Inventories	325,395	375,465
Total Current Assets	110,860,181	81,702,049
Current Liabilities		
Trade and Other Payables	4,432,786	10,361,336
Current Portion of Long Term Borrowings	83,439	83,439
Current Portion of Provisions	4,122,989	4,122,989
Total Current Liabilities	8,639,214	14,567,763
Net Current Assets	102,220,967	67,134,286
Less		
Cash and Cash Equivalents - Restricted - Reserves	(65,607,015)	(66,847,801)
Loan repayments from institutions	2,717	(24,777)
Movement in Accruals (Non Cash)	(226,715)	(225,916)
Add back		
Current Loan Liability	83,439	83,439
Cash Backed Employee Provisions	5,033,237	5,005,137
Current Provisions funded through salaries budget	(2,087,210)	(526,134)
Net Current Asset Position	39,419,420	4,598,234
1) Note Explanation:		
Rates Debtors	11,017,663	2,990,652
Trade & Other Receivables	6,344,303	10,252,286
Total Trade and Other Receivables	17,361,966	13,242,937

City of Karratha
Statement of Financial Position
As at 30 September 2019

	2019/20	2018/19
	\$	\$
Current Assets		
Cash On Hand	17,417	17,517
Cash and Cash Equivalents - Unrestricted	27,512,495	1,182,434
Cash and Cash Equivalents - Restricted (Reserves/Muni)	65,607,015	66,847,801
Trade and Other Receivables	17,361,966	13,242,937
Inventories	361,288	411,358
Total Current Assets	<u>110,860,181</u>	<u>81,702,049</u>
Non Current Assets		
Trade and Other Receivables	237,559	893,830
Property, Plant and Equipment	257,805,147	258,518,365
Infrastructure	414,549,048	410,595,902
Investment Property	21,767,517	21,767,517
Inventories	488,358	488,358
Total Non Current Assets	<u>694,847,629</u>	<u>692,263,971</u>
Total Assets	<u>805,707,810</u>	<u>773,966,020</u>
Current Liabilities		
Trade and Other Payables	4,432,786	10,361,336
Long Term Borrowings	83,439	83,439
Provisions	4,122,989	4,122,989
Total Current Liabilities	<u>8,639,214</u>	<u>14,567,763</u>
Non Current Liabilities		
Long Term Borrowings	263,013	263,013
Provisions	578,285	578,285
Total Non Current Liabilities	<u>841,298</u>	<u>841,298</u>
Total Liabilities	<u>9,480,512</u>	<u>15,409,061</u>
Net Assets	<u><u>796,227,298</u></u>	<u><u>758,556,958</u></u>
Equity		
Accumulated Surplus	487,449,310	448,538,185
Revaluation Surplus	243,170,970	243,170,966
Reserves	65,607,018	66,847,807
Total Equity	<u><u>796,227,298</u></u>	<u><u>758,556,958</u></u>

City of Karratha**Cash & Cash Equivalents**

for the period ending 30 September 2019

	\$
Unrestricted Cash	
Cash On Hand	17,417
Westpac at call	5,979,496
Term deposits	21,532,999
	<u>27,529,912</u>
Restricted Cash	
Reserve Funds	65,607,015
Restricted Unspent Grants	0
	<u>65,607,015</u>
Total Cash	<u>93,136,927</u>

City of Karratha
Statement of Financial Activity By Divisions
for the period ending 30 September 2019

	2019/20 Original Budget	2019/20 Amended Budget	2019/20 Year to Date Budget	2019/20 Actual to Date
	\$	\$	\$	\$
EXECUTIVE SERVICES				
Net (Cost) to Council for Members of Council	(747,922)	(747,922)	(172,981)	(173,390)
Net (Cost) to Council for Executive Admin	(685,251)	(685,251)	(159,214)	(139,586)
TOTAL EXECUTIVE SERVICES	(1,433,173)	(1,433,173)	(332,195)	(312,976)
CORPORATE SERVICES				
Net (Cost) to Council for Rates	42,639,604	42,639,604	41,914,445	41,944,380
Net (Cost) to Council for General Revenue	(21,858,116)	(21,858,116)	435,450	506,591
Net (Cost) to Council for Financial Services	(2,501,372)	(2,501,372)	(579,751)	(75,415)
Net (Cost) to Council for Corporate Services Admin	18,299,431	18,299,431	2,363,076	2,030,053
Net (Cost) to Council for Human Resources	(1,969,355)	(1,969,355)	(474,002)	(555,572)
Net (Cost) to Council for Governance & Organisational Strategy	(1,153,308)	(1,153,308)	(286,370)	(255,160)
Net (Cost) to Council for Information Services	(2,576,891)	(2,576,891)	(745,649)	(607,702)
Net (Cost) to Council for Television & Radio Services	(1,760)	(1,760)	(453)	(390)
Net (Cost) to Council for Business Improvement Process	0	0	0	0
Net (Cost) to Council for Staff Housing	499,647	499,647	(219,902)	(111,474)
Net (Cost) to Council for Public Affairs	(901,219)	(901,219)	(250,631)	(117,235)
TOTAL CORPORATE SERVICES	30,476,661	30,476,661	42,156,213	42,758,076
COMMUNITY SERVICES				
Net (Cost) to Council for Partnerships - Rio Tinto	3,626,186	3,626,186	(81,026)	(66,525)
Net (Cost) to Council for Comm. Engagement - Other Buildings (Part & En	112,000	112,000	42,000	103,417
Net (Cost) to Council for Comm. Engagement - Community Development	(1,731,872)	(1,731,872)	(477,273)	(297,165)
Net (Cost) to Council for Youth Services	145,753	145,753	(22,583)	117,402
Net (Cost) to Council for Comm. Engagement - Community Sponsorship	(655,428)	(655,428)	(261,503)	(85,183)
Net (Cost) to Council for Comm. Engagement - Daycare Centres	(109,304)	(109,304)	(7,399)	16,981
Net (Cost) to Council for Comm. Engagement - Child Health Clinics	(43,286)	(43,286)	(30,247)	(4,324)
Net (Cost) to Council for Karratha Entertainment Centre	(19,886)	(19,886)	(5,008)	(1,840)
Net (Cost) to Council for Roebourne Aquatic Centre	(300,908)	(300,908)	(126,454)	(64,679)
Net (Cost) to Council for Library Services	(2,058,876)	(2,058,876)	(509,198)	(463,778)
Net (Cost) to Council for Cossack Operations	(336,518)	(336,518)	(139,828)	(133,500)
Net (Cost) to Council for Ovals & Hardcourts	(1,553,861)	(1,553,861)	(609,988)	(452,736)
Net (Cost) to Council for Karratha Bowling & Golf	(654,486)	(654,486)	(180,587)	(109,396)
Net (Cost) to Council for Pavilions & Halls	(592,758)	(592,758)	(156,077)	(227,735)
Net (Cost) to Council for Comm. Projects - Leisure Projects	1,216,633	1,216,633	(136,310)	(143,955)
Net (Cost) to Council for Comm. Projects - Playgrounds	(102,894)	(102,894)	(865)	(882)
Net (Cost) to Council for Comm. Projects - Medical Services	(61,982)	(61,982)	(14,458)	(4,704)
Net (Cost) to Council for Other Buildings	(38,602)	(38,602)	5,607	9,149
Net (Cost) to Council for The Youth Shed	(927,532)	(927,532)	(215,699)	(223,597)
Net (Cost) to Council for Karratha Leisureplex	(4,032,240)	(4,032,240)	(991,667)	(728,382)
Net (Cost) to Council for Comm. Engagement - Pam Buchanan Family Ce	(47,983)	(47,983)	(18,945)	(13,100)
Net (Cost) to Council for Arts & Culture	(978,413)	(978,413)	(761,605)	(684,572)
Net (Cost) to Council for Dampier Community Hub	300,770	300,770	13,701	(433,156)
Net (Cost) to Council for Red Earth Arts Precinct	(2,248,375)	(2,248,375)	(686,183)	(271,037)
Net (Cost) to Council for Wickham Recreation Precinct	(1,242,956)	(1,242,956)	(1,846,355)	(368,222)
Net (Cost) to Council for Wickham Community Hub	(228,854)	(228,854)	(289,927)	(276,140)
Net (Cost) to Council for The Base	(363,648)	(363,648)	(85,875)	(107,946)
Net (Cost) to Council for Indoor Play Centre	(21,860)	(21,860)	(1,502)	(18,327)
TOTAL COMMUNITY SERVICES	(12,951,180)	(12,951,180)	(7,595,254)	(4,933,932)

City of Karratha
Statement of Financial Activity by Divisions
for the period ending 30 September 2019

	2019/20 Original Budget	2019/20 Amended Budget	2019/20 Year to Date Budget	2019/20 Actual to Date
	\$	\$	\$	\$
DEVELOPMENT & REGULATORY SERVICES				
Net (Cost) to Council for Emergency Services	(9,210)	(9,210)	505	(65,754)
Net (Cost) to Council for Ranger Services	(796,106)	(796,106)	(222,605)	(210,787)
Net (Cost) to Council for Tourism/Visitors Centres	(250,000)	(250,000)	(115,000)	(52,185)
Net (Cost) to Council for Karratha Tourism & Visitor Centre	(174,124)	(174,124)	(40,231)	(68,852)
Net (Cost) to Council for Community Safety	(116,827)	(116,827)	(54,112)	(25,260)
Net (Cost) to Council for Economic Development	(1,193,405)	(1,193,405)	(595,368)	(209,204)
Net (Cost) to Council for Camping Grounds	41,377	41,377	90,126	86,488
Net (Cost) to Council for Building Control	(164,788)	(164,788)	(352)	39,397
Net (Cost) to Council for Health Services	(925,692)	(925,692)	(240,738)	(205,953)
Net (Cost) to Council for Town Planning	(1,477,613)	(1,477,613)	(352,742)	(301,996)
Net (Cost) to Council for Strategic Planning	(291,296)	(291,296)	(69,157)	(24,155)
Net (Cost) to Council for Development Services	(13,500)	(13,500)	(3,375)	(3,065)
TOTAL DEVELOPMENT & REGULATORY SERVICES	(5,371,184)	(5,371,184)	(1,603,049)	(1,041,326)
INFRASTRUCTURE SERVICES				
Net (Cost) to Council for Depots	(1,061,460)	(1,061,460)	(239,489)	(215,262)
Net (Cost) to Council for Public Services Overheads	(869,120)	(869,120)	(184,859)	(66,893)
Net (Cost) to Council for Fleet & Plant	1,496,441	1,496,441	173,612	5,222
Net (Cost) to Council for Roads & Streets	(5,648,842)	(5,648,842)	(2,410,090)	(2,855,908)
Net (Cost) to Council for Parks & Gardens	(6,340,294)	(6,340,294)	(3,597,346)	(1,204,002)
Net (Cost) to Council for Drainage	(1,218,204)	(1,218,204)	(195,837)	(227,438)
Net (Cost) to Council for Footpaths & Bike Paths	(1,085,443)	(1,085,443)	(183,237)	(52,235)
Net (Cost) to Council for Effluent Re-Use Scheme	(22,345)	(22,345)	(9,392)	(6,303)
Net (Cost) to Council for Cemeteries	(229,803)	(229,803)	(46,216)	(19,876)
Net (Cost) to Council for Public Toilets	(210,011)	(210,011)	0	(9,880)
Net (Cost) to Council for Beaches, Boat Ramps, Jetties	(3,409,747)	(3,409,747)	(4,282,103)	(1,876,359)
Net (Cost) to Council for Town Beautification	(2,094,073)	(2,094,073)	(610,515)	(240,383)
Net (Cost) to Council for Bus Shelters	(148,300)	(148,300)	(83,300)	0
Net (Cost) to Council for Private Works & Reinstatements	(152)	(152)	(25)	(3,461)
Net (Cost) to Council for Works Overheads	921,790	921,790	125,965	270,832
Net (Cost) to Council for Parks & Gardens Overheads	755,340	755,340	192,611	121,395
Net (Cost) to Council for Disaster Preparation & Recovery	(360,691)	(360,691)	(10,000)	462,897
Net (Cost) to Council for Tech Services	(3,621,909)	(3,621,909)	(879,505)	(825,493)
Net (Cost) to Council for Tech Services Overheads	0	0	0	0
Net (Cost) to Council for SP & Infrastructure Services	(15,000)	(15,000)	(3,750)	(7,359)
TOTAL INFRASTRUCTURE SERVICES	(23,161,823)	(23,161,823)	(12,243,476)	(6,750,506)
STRATEGIC BUSINESS PROJECTS				
Net (Cost) to Council for Project Management	(573,664)	(573,664)	(86,894)	(52,206)
Net (Cost) to Council for Waste Collection	(1,258,240)	(1,258,240)	2,684,101	2,974,414
Net (Cost) to Council for Landfill Operations	224,188	224,188	(145,458)	372,175
Net (Cost) to Council for Waste Overheads	2,784,248	2,784,248	674,318	6,572
Net (Cost) to Council for Karratha Airport	9,864,733	9,864,733	1,756,601	2,671,079
Net (Cost) to Council for Other Airports	(10,064)	(10,064)	(325)	1,161
TOTAL STRATEGIC BUSINESS PROJECTS	11,031,201	11,031,201	4,882,343	5,973,195
TOTAL DIVISIONS	(1,409,498)	(1,409,498)	25,264,583	35,692,531

City of Karratha
Statement of Financial Activity by Divisions
 for the period ending 30 September 2019

	2019/20 Original Budget	2019/20 Amended Budget	2019/20 Year to Date Budget	2019/20 Actual to Date
	\$	\$	\$	\$
ADJUSTMENTS FOR NON CASH ITEMS				
Movement in Employee Benefit Provisions	0	0	0	0
Movement in Accrued Interest	0	0	0	(799)
Movement in Accrued Salaries & Wages	0	0	0	(225,916)
Movement in Deferred Pensioner Rates	0	0	0	0
	0	0	0	(226,715)
Restricted Surplus/(Deficit) B/Fwd 1 July	805,297	805,297	805,297	656,270
Unrestricted Surplus/(Deficit) B/Fwd 1 July	1,276,159	1,276,159	1,276,159	3,941,964
Restricted Surplus C/Fwd	644,630	644,630	644,630	644,630
Surplus / (Deficit)	27,328	27,328	26,701,409	39,419,420

10.2 LIST OF ACCOUNTS – 28 SEPTEMBER 2019 TO 28 OCTOBER 2019

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Senior Creditors Officer
Date of Report:	14 November 2019
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

To advise Council of payments made for the period from 28 September 2019 to 28 October 2019.

BACKGROUND

Council has delegated authority to the Chief Executive Officer to exercise its power to make payments from the City's Municipal and Trust funds.

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 28 September 2019 to 28 October 2019 totalled \$9,792,665 which included the following payments:

- Georgiou Group – Dampier Palms & Hampton Oval Construction (Progress Claim # 5) - \$1,200,660
- City of Karratha – Muni Funds TD Investments - \$1,000,000
- Karratha Asphalt – Asphalt Reseal to Anderson Road - \$648,351
- Karratha Earthmoving – Mooligunn Rd Reconstruction (Progress Claim # 4) - \$221,448
- SuperCivil – Footpath Works Lockyer St to Maitland Rd (Stage 2B) - \$207,648
- WA Hino – Purchase Hino Truck - \$198,189

Consistent with CG-11 Regional Price Preference Policy 40% of the value of external payments reported for the period were made locally.

STRATEGIC IMPLICATIONS

This item is relevant to the Council’s approved Strategic Community Plan 2016-2026 and Corporate Business Plan 2016-2021. In particular, the Operational Plan 2019-2020 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	N/A	Nil
Financial	Low	Failure to make payments within terms may render Council liable to interest and penalties
Service Interruption	Moderate	Failure to pay suppliers may lead to delays in the future provision of goods and services from those suppliers
Environment	N/A	Nil
Reputation	Moderate	Failure to pay for goods and services in a prompt and professional manner, in particular to local suppliers, may cause dissatisfaction amongst the community
Compliance	N/A	Nil

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council 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. EFT71550 to EFT72045 (Inclusive);
3. Cheque Voucher 78623 to 78626;
4. Cancelled Payments: EFT71528, EFT71557, EFT71569, EFT71731, EFT71935, 78623;
5. Direct Debits: DD35962.1 to DD36127.1;
6. Credit Card Payments: \$19,416.26; and
7. Payroll Cheques \$1,720,433.52
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 \$9,792,664.66 submitted and checked with vouchers, being made up of:

1. Trust Vouchers: nil;
2. EFT71550 to EFT72045 (Inclusive);
3. Cheque Voucher 78623 to 78626;
4. Cancelled Payments: EFT71528, EFT71557, EFT71569, EFT71731, EFT71935, 78623;
5. Direct Debits: DD35962.1 to DD36127.1;
6. Credit Card Payments: \$19,416.26; and
7. Payroll Cheques \$1,720,433.52

Chq/EFT	Date	Name	Description	Amount
EFT71528	27.09.2019	C King	Cancelled Payment	-174.90
EFT71550	04.10.2019	LFA First Response	Stock - Sharps Container Casings	858.00
EFT71551	04.10.2019	Signature Music Pty Ltd	2019 REAF - PA System Hire Over 6 Events	1,782.00
EFT71552	04.10.2019	Esplanade Hotel Fremantle	HR - Accommodation For C King 11-14/09/19	510.00
EFT71553	04.10.2019	Hathaways Lubricants	Stock - Battery MG Truck & Agricultural (PSN70ZZL)	193.43
EFT71554	04.10.2019	Juluwarlu Group Aboriginal Corporation	18/19 A&C - Cultural Celebration (Opening Of Refurbished Old Vic Hotel) - Workshops Development And Performance With Jawi Songs Project	14,100.00
EFT71555	04.10.2019	LRW's Electrical & Northwest Honda (Lawmar Holdings P/L)	Stock - Oil Filters	19.95
EFT71556	04.10.2019	Local Government Professionals Australia WA	Professional Membership For B Wall	531.00
EFT71557	04.10.2019	Poinciana Nursery	Cancelled Payment	0.00
EFT71558	04.10.2019	The Australian Local Government Job Directory	Advertising - Job Directory	1,056.00

Chq/EFT	Date	Name	Description	Amount
EFT71559	04.10.2019	Wickham Community Association (inc)	REAF 2019 - Hire Of The Wickham Picture Garden for 15/09/2019	302.50
EFT71560	04.10.2019	Ausolar Pty Ltd	REAP - VESDA Power Supply for Plant Room 1, NO1A Bulgarra Tank/Pipeline - Install UPS, KLP - Investigate Water Leak, Repair Toilets, WCH - Test Circuits, Hearson's - Rectify BBQ's, P&G - Locate Sleeves on Roundabout for Repairs, Waste - Repair Faulty GPO	13,535.35
EFT71561	04.10.2019	Archival Survival Pty Ltd	Local History - Archival Supplies	402.60
EFT71562	04.10.2019	Australian Training Management Pty Ltd	HR - Traineeship Fees - J Kickett 08/2019	316.00
EFT71563	04.10.2019	ATI Parts Australia	Stock - Air Filters	79.95
EFT71564	04.10.2019	BOC Limited	Gas Cylinder Rental Charges 08/2019 - Air Industrial G Size	444.45
EFT71565	04.10.2019	Bunnings Group Limited	Depot Plant Nursery - Shelving Unit	713.10
EFT71566	04.10.2019	Brida Pty Ltd	Litter Collection Services - Wickham/Point Samson July and August 2019	13,544.56
EFT71567	04.10.2019	Emma Blyth Art	KTVC - Merchandise for Sale	557.00
EFT71568	04.10.2019	N Bylund	REAF 2019 - Cossack Summer Vibes to Perform 2 x 45min Sets	900.00
EFT71569	04.10.2019	Dampier Plumbing & Gas (tff DPG Trust)	Cancelled Payment	0.00
EFT71570	04.10.2019	Centurion Transport Co Pty Ltd	Freight - Various	104.50
EFT71571	04.10.2019	Cemeteries & Crematoria Assoc Of WA	Annual Membership with Cemeteries & Crematoria Association WA Ordinary Membership 2019/2020	125.00
EFT71572	04.10.2019	Comtec Data Pty Ltd	Pegs Creek Pavilion - Replace the Damaged CCTV Camera	1,357.40
EFT71573	04.10.2019	Darwin Plant Wholesalers	Catrrall Park P&G - Plant Stocks	913.22
EFT71574	04.10.2019	Daysafe Training & Assessing	HR - Basic Worksite Traffic Control And Traffic Management & Load Restraint Training Courses	8,075.00
EFT71575	04.10.2019	Dr Lisa Pearce t/as Karratha Mobile Veterinary Services Pty Ltd	Animal Control	36.70
EFT71576	04.10.2019	G Domahidy	Skate Park Art Design And Delivery Of Artwork In Dampier Wickham And Karratha Skate Park Final 50%	18,150.00
EFT71577	04.10.2019	Environmental Health Australia (nsw) Inc	Food Safe Program - Annual Subscription For I'm Alert	550.00
EFT71578	04.10.2019	Eclipse Soils Pty Ltd	REAP - Supply Bulka Bags of Aquamor Mulch	176.00
EFT71579	04.10.2019	Department Of Fire & Emergency Services (DBA Monitoring)	KTA Admin - Direct Brigade Alarm DBA 153/04	1,840.93
EFT71580	04.10.2019	Fool Spectrum International Limited	2019 REAF - Urzila Carlson REAF Comedy 50% Balance	18,150.00
EFT71581	04.10.2019	G & B Laing	Rates Incentive Prize Draw 3rd Prize	500.00
EFT71582	04.10.2019	Hydramet Pty Ltd	Kta Wwtp - Optical Do Sensor Cap 20ppm	539.00
EFT71583	04.10.2019	Hitachi Construction Machinery	Stock - Filters (Various)	274.43
EFT71584	04.10.2019	Horizontal Falls Seaplane Adventures	KTVC Tour Bookings Sales - Jun/Jul 19	5,903.00
EFT71585	04.10.2019	Legend Products & Services	KLP - Ich Robotor 200 25m Cord	1,815.00
EFT71586	04.10.2019	P Lee	Refund For Double Payment Of DA19210	441.00
EFT71587	04.10.2019	Emerge Associates	Landscape Design Services - Western Karratha Parks Opens Spaces Corridor Enhancement Project	5,148.00

Chq/EFT	Date	Name	Description	Amount
EFT71588	04.10.2019	Murujuga Aboriginal Corporation	Bookeasy Sales Murujuga Rock Art - 08/2019	3,300.44
EFT71589	04.10.2019	Nickol Bay Speedway Club	2019 sponsorship of Nickol Bay Speedway Club Sprintcar Stampede	4,000.00
EFT71590	04.10.2019	NYFL Commercial Pty Ltd	REAF 2019 - Portaroo Cleaning Restocking And Site Litter Pick	5,032.50
EFT71591	04.10.2019	Ixom Operations Pty Ltd (Orica)	RAC - Cylinder Rental Charges - Aug 2019	301.88
EFT71592	04.10.2019	OTR Tyres (TKPH Pty Ltd)	Plant - Repairs (Various)	180.40
EFT71593	04.10.2019	Raiders Boxing Club	2019/20 Biannual Community Grant Scheme 50% Upfront	970.50
EFT71594	04.10.2019	State Law Publisher	Gazetted Of 20 New Technical Land Descriptions For Capital Improvements	957.76
EFT71595	04.10.2019	Slimline Warehouse Display Shop (The Jensen Group Pty Ltd)	Stores Consumables - Clip Frame A3 Silver	250.80
EFT71596	04.10.2019	SSAA Nickol Bay Branch	Quarterly Grant Scheme - State Titles Target Frames & Targets	3,870.46
EFT71597	04.10.2019	The Walt Disney Company Pty Ltd	REAP CINEMA 2019 - Toy Story 4	396.00
EFT71598	04.10.2019	Tourism Council Western Australia	WA Regional Tourism Conference & Aboriginal Tourism Conference - September 16-18 2019	6,180.00
EFT71599	04.10.2019	Turf Guru Landscapes Pty Ltd	Millar Close Park - Retic Install Additional Labour For Point Samson	8,272.00
EFT71600	04.10.2019	Turf Whisperer (Turf Life Pty Ltd t/as)	WRF Oval - Collection Of Soft-fall Mat And Shoulder Reduction Of Cricket Wicket, Honeymoon Cove - Drag Mat	8,635.00
EFT71601	04.10.2019	Village Roadshow Pty Ltd	REAP Cinema 2019 - Annabelle Comes Home, Aug 2019 & Angel has Fallen	1,128.30
EFT71602	04.10.2019	Westrac Equipment Pty Ltd	Plant - Repairs (Various)	3,811.50
EFT71603	04.10.2019	Woolworths Group Limited	TYS - Supplies for Programs, Wickham Library - Kitchen Supplies	210.20
EFT71604	04.10.2019	Workpac Pty Ltd	Labour Hire - HR Support Officer, Sept 2019	4,247.30
EFT71605	04.10.2019	West Pilbara Enterprises Pty Ltd T/As Profix Australia	18B Richardson Way - Full Internal Paint, KLP - Install Glass Window Panel	5,204.75
EFT71606	04.10.2019	Department Of Transport	Plant - Vehicle Registrations	428.25
EFT71607	04.10.2019	City Of Karratha	Payroll deductions	320.00
EFT71608	04.10.2019	T Swetman - (Mortgage Account)	Home Ownership Allowance	555.00
EFT71609	04.10.2019	D Cleaver (Mortgage Account)	Home Ownership Allowance	150.00
EFT71610	04.10.2019	T Corfield & L Royal (Mortgage Account)	Home Ownership Allowance	300.00
EFT71611	04.10.2019	A D'Cunha (Mortgage Account)	Home Ownership Allowance	500.00
EFT71612	04.10.2019	L Gan - (Mortgage Account)	Home Ownership Allowance	850.00
EFT71613	04.10.2019	C Gorman (Mortgage Account)	Home Ownership Allowance	400.00
EFT71614	04.10.2019	P Heekeng - (Mortgage Account)	Home Ownership Allowance	575.00
EFT71615	04.10.2019	S Kot (Mortgage Account)	Home Ownership Allowance	932.63
EFT71616	04.10.2019	C King (Mortgage Account)	Home Ownership Allowance	450.00
EFT71617	04.10.2019	Maxxia Pty Ltd	Payroll deductions	35,889.87

Chq/EFT	Date	Name	Description	Amount
EFT71618	04.10.2019	N Milligan - (Mortgage Account)	Home Ownership Allowance	479.64
EFT71619	04.10.2019	J Patel (Mortgage Account)	Home Ownership Allowance	430.00
EFT71620	04.10.2019	A Virkar (Mortgage Account)	Home Ownership Allowance	300.00
EFT71621	04.10.2019	B Wall (Mortgage Account)	Home Ownership Allowance	450.00
EFT71622	09.10.2019	Australian Taxation Office	Payroll deductions	345,768.32
EFT71623	09.10.2019	Child Support Agency	Payroll deductions	1,850.07
EFT71624	04.10.2019	Karratha Earthmoving & Sand Supplies	Mooligunn Road Reconstruction - SP3 - RFT 03-18/19 Progress Claim #4	221,448.55
EFT71625	09.10.2019	Supercivil Pty Ltd	Supply And Install The Concrete Footpaths - Various Locations, Mooligunn Road Reconstruction - SP3 Progress Claim	207,648.98
EFT71626	04.10.2019	Manning Pavement Services Pty Ltd T/a Karratha Asphalt	40mm Asphalt Reseal To Anderson Road	648,351.45
EFT71627	11.10.2019	Blue Hat Cleaning Services T/as Damel Cleaning Services	Cleaning Services Contract - RFT 26 17/18 - August 2019, Karratha Airport, WRF, Carpark and Street sweeping, Litter & Sanitation Services- Sept 2019, Illegal Dumping Pick ups	105,982.34
EFT71628	11.10.2019	Dampier Community Association	KTVC - Books	300.00
EFT71629	11.10.2019	St Pauls Primary School	School Awards - End Of Year Presentation Evening Donation 2019	100.00
EFT71630	11.10.2019	Atom Supply	REAP - Supply 14 X Rubber Speed Hump, Uniforms - Pants, Shirts, Retic Parts, Dustpan/Brush Sets, Silicone Aerosol Lubricants, 20L Cooler Water Containers	2,288.41
EFT71631	11.10.2019	A Ames	Refund - Library Travellers Membership Bond #330991 04/09/2019 - Alexandra Ames	50.00
EFT71632	11.10.2019	Coca-Cola Amatil (Holdings) Ltd	REAP - Kiosk Items	3,026.60
EFT71633	11.10.2019	Department Of Planning Lands And Heritage	DAP Application - DA19221 - Proposed Transient Workforce Accommodation 72 Madigan Road Gap Ridge	10,486.00
EFT71634	11.10.2019	Sonic Healthplus Pty Ltd	HSE - Hepatitis Boosters 18/9/2019	600.05
EFT71635	11.10.2019	Linkedin Singapore Pte Ltd	HR - Linkedin Learning Subscription Renewal 02/07/2019 - 01/07/2020	6,187.50
EFT71636	11.10.2019	Ixom Operations Pty Ltd (Orica)	KLP - 920kg drum of chlorine gas	3,116.30
EFT71637	11.10.2019	Kmart Karratha	The Base, RAC, KLP, TYS & WRF - School Holiday Programming Supplies	2,024.25
EFT71638	11.10.2019	Sodexo	Staff Housing - Rent 14/10/2019 to 13/11/2019	1,516.67
EFT71639	11.10.2019	Sony Pictures Releasing	REAP Cinema - Once Upon A Time In Hollywood 26/09/2019	1,608.75
EFT71640	11.10.2019	Kigelia Investments Pty Ltd t/as Splash Alley	Uniforms - Superdry Polos Navy/Silver	1,404.59
EFT71641	11.10.2019	J.L Newton-Spiering	Refund - Library Travellers Membership Bond #331895 24/09/2019	50.00
EFT71642	11.10.2019	Turf Guru Landscapes Pty Ltd	Gecko Circle Trees - Retic Install Additional Labour, Maitland Lookout - Retic Works	5,896.00
EFT71643	11.10.2019	Universal Pictures International Australasia Pty Ltd	REAP Movie - The Secret Life Of Pets 2, A Dogs Journey & Fast and Furious Screenings	4,900.16
EFT71644	11.10.2019	Woolworths Group Limited	REAP - Kiosk and Bar Supplies, TYS, The Base, KLP, WRF - School Holiday Supplies, Catering Supplies for Workshops, Meetings and Staff Leavings	3,989.61
EFT71645	11.10.2019	Dk Electrical (Delroyal Holdings Pty Ltd t/as)	Refund - Waste Weighbridge Overcharges 06/08/2019 to 02/10/2019	328.40

Chq/EFT	Date	Name	Description	Amount
EFT71646	11.10.2019	Michael Le Cerf	Crossover - Reimbursement	810.00
EFT71647	11.10.2019	Mediasphere Holdings Pty Ltd	HR - Annual License Fee For Powerhouse Hub 2019	22,550.00
EFT71648	11.10.2019	Sodexo	Staff Housing - Rent 16/10/2019 to 15/11/2019	1,303.57
EFT71649	11.10.2019	Supercivil Pty Ltd	Footpaths - Supply/Install concrete footpaths, Welcome Park - Median Cut Through	154,748.31
EFT71650	14.10.2019	City Of Karratha	Investment - Muni Funds Defence Bank 4 Months	1,000,000.00
EFT71651	18.10.2019	Wormald Australia Pty Ltd	Service and Maintenance - Fire Indicator Panels, Fire Extinguishers, Emergency Lighting Systems, Repair Faulty Smoke Alarms	31,199.55
EFT71652	18.10.2019	Ausolar Pty Ltd	Sports Lighting Electrical and Structural Improvements - RFT32-18/19 Progress Claim, Depot - Install Shed Power Supply, Rectify Faulty Wiring, Roundabout Art - Replacement Wiring/Lights, Kta Airport - Install Hand Dryers, Big Ass Fan Servicing, Replace Globes, KLP - Replace Outdoor Speakers, Install Switch, Bathroom Sensors, new GPO's, Shade Sail Maintenance, Staff Housing - Minor Electrical Repairs	90,891.03
EFT71653	18.10.2019	Dampier Plumbing & Gas (t/f DPG Trust)	Wickham Oval - Repair Retic, Staff Housing - Gas Audits, RCC - Repairs to Cracked Pipe, FBCC - Repair Water Leak, Bulgarra Daycare - Install new Jnr Toilets, Kta Airport - Repairs to Sewer Pump Stations,	42,544.15
EFT71654	18.10.2019	Cleanaway Pty Ltd	Waste Collection - MGB - August 2019, Kta Airport - Waste Services, Bulk Bin Collections, Recycling Bin Collections, Reap - Bin Collections	97,963.80
EFT71655	18.10.2019	Department Of Transport	Vehicle Search Fees - Sept 2019	34.00
EFT71656	18.10.2019	Department of Primary Industries and Regional Development	Quarantine Inspection - Plants	135.00
EFT71657	18.10.2019	Telstra Corporation Ltd	Telephone Usage Charges	315.00
EFT71658	18.10.2019	Horizon Power	Electricity Usage Charges	52,785.62
EFT71659	18.10.2019	Water Corporation	Water Usage Charges	16,916.34
EFT71660	18.10.2019	Foxtel For Business	WRP - Foxtel, Sept 2019	155.00
EFT71661	18.10.2019	Wesfarmers Kleenheat Gas Pty Ltd	KLP - Gas Supply Sep 2019	1,427.58
EFT71662	18.10.2019	Neverfail Springwater Pty Ltd - 7 Mile Waste Account (906919689)	15L Refill Bottles	80.25
EFT71663	18.10.2019	Neverfail Springwater Pty Ltd - Wickham Transfer Station (906952386)	15L Refill Bottles	25.25
EFT71664	18.10.2019	Neverfail Springwater Ltd - Karratha Visitors Centre	15L Refill Bottles	77.00
EFT71665	18.10.2019	Optus Billing Services Pty Ltd	KLP Emergency Lift Phone - Phone Charges 07/08/19 To 06/09/19	19.99
EFT71666	18.10.2019	Water Corporation	Water Usage Charges	17,208.12
EFT71667	18.10.2019	Horizon Power	Electricity Usage Charges	65,953.52
EFT71668	18.10.2019	Water Corporation	Water Usage Charges	7,178.13
EFT71669	18.10.2019	Turf Whisperer (Turf Life Pty Ltd t/as)	KGC - Maintenance Sep 2019, Bulgarra Oval - Turf Renovation Works	42,923.10
EFT71670	18.10.2019	Handy Hands Pty Ltd	Weed Control / Spraying of Footpaths, Drainage Reserves and Medians, Oval - Soil Samples	47,825.00
EFT71671	18.10.2019	Reece Pty Ltd	Stock - Reticulation	14,630.96
EFT71672	18.10.2019	Poinciana Nursery	Slashing Of Drains And Set Services Millar's Well, Dampier Hwy, Dewitt Rd, Madigan Rd	36,525.95
EFT71673	18.10.2019	MSS Security	KTA - Airport Security Screening And Front of House Services Aug 2019	196,978.27

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EFT71674	18.10.2019	Independent Fuel Solutions Pty Ltd	Stock - Bulk Diesel for Tanks	47,273.60
EFT71675	18.10.2019	KAW Engineering Pty Ltd	KLP Carpark - Design and Construct Shade Shelter KSHS TransKarratha Bus Stop	91,129.23
EFT71676	18.10.2019	WA Hino Sales & Service	Plant - Purchase of One (1) 2019 Hino FS2844 700 Series PROSHIFT 6x4 Cab Chassis Truck	198,189.80
EFT71677	18.10.2019	Burkeair Pty Ltd	Air Con Scheduled Servicing, Maintenance, Replacement of Units - Various Locations	41,063.72
EFT71678	18.10.2019	GHD Pty Ltd	7 Mile - Organic Recovery Consultancy Services	8,730.21
EFT71679	18.10.2019	Arrow Tyre Distributors	Plant Repairs - Various	2,227.50
EFT71680	18.10.2019	Bubble Ventures Pty Ltd	REAF 2019 - 50% Balance of Performance Fee	2,198.35
EFT71681	18.10.2019	H Bartlett	Reimbursement for Meet the Street	90.37
EFT71682	18.10.2019	Designa Sabar Pty Ltd	KTA Car Park - CN Designa Tickets 12.7mm Mag Stripe (Polymer) per 1000	3,054.90
EFT71683	18.10.2019	Smiths Detection (Australia) Pty Ltd	KTA Checked Baggage - Swabs Sampling (200/set)	2,079.00
EFT71684	18.10.2019	Smalltown Entertainment (CT Doust & KR Doust)	REAF 2019 - Perform 1x 90min Set 20/09/2019	1,000.00
EFT71685	18.10.2019	Turf Guru Landscapes Pty Ltd	Cemetery Maintenance - Irrigation Upgrade Installation Of Pink Plan Irrigation	19,915.50
EFT71686	18.10.2019	Talis Consultants Pty Ltd T/a Talis Unit Trust	WM Design - Stability Risk Assessment For The Capping Of Cell 0	3,470.50
EFT71687	18.10.2019	Xylem Water Solutions	KTA Golf Course - Inspection Of Pump	396.00
EFT71688	18.10.2019	Australia Post	Postage Costs - Sep 2019	7,587.56
EFT71689	18.10.2019	Aerodrome Management Services Pty Ltd (AMS)	KTA Airport - Annual Technical Inspection (Electrical)	6,787.00
EFT71690	18.10.2019	Winc Australia Pty Limited	Stationery Items - Various Departments	279.20
EFT71691	18.10.2019	Garrards Pty Ltd	Stock - Bait Stations & Herbicides	999.08
EFT71692	18.10.2019	Hathaways Lubricants	Stock - Lubricants & Oils	1,605.23
EFT71693	18.10.2019	Karratha Adventure Sports	TBW - Fishing Trip Supplies School Holidays	58.70
EFT71694	18.10.2019	Karratha International Hotel (Ringthane Pty Ltd t/as)	REAP - Restock of Bar Supplies	1,603.55
EFT71695	18.10.2019	LRW's Electrical & Northwest Honda (Lawmar Holdings P/L)	Plant Repairs - Various	884.80
EFT71696	18.10.2019	Les Mills Aerobics Australia	KLP & WRF - Les Mills License Fees 19-20 inc Virtual and Support	1,926.25
EFT71697	18.10.2019	Millars Well Primary School	School Awards - Millars Well Primary End Of Year Presentation Contribution 2019	100.00
EFT71698	18.10.2019	WALGA	HR - AIIMS Awareness - eLearning	645.00
EFT71699	18.10.2019	Norwest Sand & Gravel Pty Ltd	Pt Sampson Park - Supply and Deliver Screened Sand, Centennial Park - Blended Top Soil	1,617.00
EFT71700	18.10.2019	Ngarliyarndu Bindirri Aboriginal Corp.	REAF - Welcome to Country by Nana Pansy Hicks 06/09/2019	550.00
EFT71701	18.10.2019	Parry's Merchants	Stock - Bottle With Adjustable Spray 750 ml, Bleach	190.75
EFT71702	18.10.2019	Roebourne Art Group Aboriginal Corp	2019 Cossack Art Awards - Indigenous Artist Showcase	2,350.00
EFT71703	18.10.2019	St John Ambulance - Karratha	REAF 2019 - Ambulance Cover At REAF Launch 6/9/19, First Aid Courses, Stock - First Aid Supplies/Restock	5,053.44
EFT71704	18.10.2019	Signswest Stick With Us Sign Studio	KTA Airport - Signage, YS - Competition Artwork	2,026.20
EFT71705	18.10.2019	Stihl Shop Redcliffe	Parts for Plant Repairs - Various	362.80
EFT71706	18.10.2019	TNT Express	Freight Charges	1,094.12

Chq/EFT	Date	Name	Description	Amount
EFT71707	18.10.2019	Thrifty Car Rental	REAF - Car Hire For Aquila Performers, Ceo Car Hire - Perth Meetings	359.98
EFT71708	18.10.2019	Wickham Community Association (inc)	REAF - Bus Hire for 3 REAF Events 13-14-22/09/2019	2,050.00
EFT71709	18.10.2019	Landmark Operations Limited	Stock - Kens Ken-Up 500 flexi (Roundup)	990.00
EFT71710	18.10.2019	C Watts	Reimbursement Of Repatriation Expenses As Per Employment Contract	2,045.00
EFT71711	18.10.2019	Bunzl Brands And Operations Pty Ltd	Stock - Gloves	87.05
EFT71712	18.10.2019	Atom Supply	Stock - Concrete Aggregate/Sand/Cement 20kg (premix), Insect Repellent, Stanley Knife Blade Refills, Hand Scrub/Pumice, L/S Drill Shirts	1,096.83
EFT71713	18.10.2019	J Blackwood & Son Pty Limited	Stock - Traffic Cones, Safety Gumboots, Gloves, Work Boots, White Board, HD Extension Leads, Oversize Load Flags, Insect Sprays	2,213.76
EFT71714	18.10.2019	Auslec (L & H Group t/as)	KLP - Group Fitness LED lighting	357.94
EFT71715	18.10.2019	ABCO Products	Stock - Ecozyme B+ 5ltr	663.85
EFT71716	18.10.2019	Aggreko Generator Rental Pty Ltd	DCH - Supply of AC Units on Full Hire 07/2019	10,629.59
EFT71717	18.10.2019	Airport Security Pty Ltd	Auscheck Clearance Fee	440.00
EFT71718	18.10.2019	Artyzan	Millar's Well Oval - Remove And Dispose Of Grass Clippings	935.00
EFT71719	18.10.2019	Australian Laboratory Services Pty Ltd (ALS)	7 Mile - Qtrly Ground Water Monitoring Sampling Analysis, Airport WWTP - Analysis Sampling	2,290.42
EFT71720	18.10.2019	Allied Pumps Pty Ltd	KTA Terminal - Supply Impeller Trim Corde & Gaskets	3,862.57
EFT71721	18.10.2019	Accurate Flooring Pty Ltd t.as Karratha Carpet Court	18B Richardson Way - Remove/Dispose Of Existing Carpet & Supply/Install New Carpet	1,430.00
EFT71722	18.10.2019	ACE Electrical Australia Pty Ltd (atThe Balfour Family Trust)	KTA Airport - Annual HV Maintenance	12,980.00
EFT71723	18.10.2019	A. J Weatherburn & M. P Weatherburn TA Auscoinswest	Merchandise - Red Dog Gold Coins	291.98
EFT71724	18.10.2019	Arty Brellas Pty Ltd	REAF Junior - Arty Brellas 50% BALANCE	2,652.65
EFT71725	18.10.2019	ATI Parts Australia	Parts for Plant Repairs - Various	957.28
EFT71726	18.10.2019	Barth Bros Automotive Machining	Parts for Plant Repairs - Various	746.94
EFT71727	18.10.2019	BOC Limited	KLP - Replacement Argon Gas Cylinder E Size And Welding Wire, Air Industrial G Size Cylinder	201.55
EFT71728	18.10.2019	Bunzl Ltd	Stock - Toilet Tissue, Hand Towels, Air Freshener	2,801.41
EFT71729	18.10.2019	BC Lock & Key	KTA Airport - EKA Padlocks, Cyber Keys, Wickham Squash Courts - Rekey Locks to DB Board, WCH - Keys, Repair Damaged Lock, RAC - Rekey New BBQ Doors	3,310.30
EFT71730	18.10.2019	BT Equipment Pty Ltd T/a Tutt Bryant Equipment	Plant - Float Switch	928.98
EFT71731	18.10.2019	The Butcher Shop	Cancelled Payment	0.00
EFT71732	18.10.2019	Benara Nurseries	REAP - Plants	1,770.41
EFT71733	18.10.2019	BP Australia Pty Ltd	Fleet Fuel - Sept 2019	6,085.43
EFT71734	18.10.2019	Haybar Pty Ltd T/as Blanche Bar	Karratha Turns 50 Citizenship And Vip Evening Catering, REAF - Hire Festoon Lighting for Carpark	5,780.50
EFT71735	18.10.2019	Wouter Botes T/a The Giggaboyz	TBK - DJ Works for Dance Party at Dampier 27/09/2019	715.00
EFT71736	18.10.2019	BB Landscaping WA Pty Ltd	22 Gecko Circle - Upgrade To Reticulation System	2,420.00

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EFT71737	18.10.2019	Karratha Caravans (formerly Battery World Karratha)	KTA Airport - 'D' Cell Batteries x 200	497.51
EFT71738	18.10.2019	CB Snapz	REAF 2019 - Photo Booth Hire	1,420.00
EFT71739	18.10.2019	City Of Greater Geraldton	REAP - Contribution Toward Tv Advertising For Madame Butterfly Opera	660.00
EFT71740	18.10.2019	Complete Tyre Solutions (Complete Tyre Solutions Unit Trust t/as)	Plant Repairs - Various	2,596.00
EFT71741	18.10.2019	Champion Music	REAF 2019 - To Perform up to 2x60min Sets 14/09/2019	3,062.12
EFT71742	18.10.2019	Donna Cucel T/as Destined Feather	KTVC Consignment Merch - Sales Sep 2019	947.00
EFT71743	18.10.2019	Jessica Cocks t/as Dance FX	REAF 2019 - Perform 6x Routines 22/09/2019	660.00
EFT71744	18.10.2019	Daysafe Training & Assessing	HR - Confined Space Entry Training	1,550.00
EFT71745	18.10.2019	D & S Wells (WA) Pty Ltd	KLP - Fabricate And Supply 3 X Bulkhead Supports	908.60
EFT71746	18.10.2019	Dr Lisa Pearce t/as Karratha Mobile Veterinary Services Pty Ltd	Animal Control	1,269.20
EFT71747	18.10.2019	Da Christie Pty Ltd T/a Christie Parksafe	RAC - Supply 2 x Waste Container	258.50
EFT71748	18.10.2019	A Dorning	Utilities Reimbursement - As per Employment Contract	357.85
EFT71749	18.10.2019	Discovery Parks - Pilbara Karratha	KTVC Tour Sales - Discovery Parks Jun 2019	388.80
EFT71750	18.10.2019	The Trustee For The TDC Trust TA The Dance Collective	2019 REAF - The Dance Collective 50% Balance	2,676.85
EFT71751	18.10.2019	Dibsys Gardening Services Pty Ltd	Staff Housing - Garden Maintenance and Tidyup August 2019	540.00
EFT71752	18.10.2019	E & MJ Roshier Pty Ltd	Stock - Filters (Various)	546.93
EFT71753	18.10.2019	Ensystem Australasia Pty Ltd	Stock - Dipthor Duo (5 Ltr)	825.99
EFT71754	18.10.2019	Edge Digital Technology Pty Ltd	REAP - Service Contract For Two Barco Projectors Jun-Aug 2019	1,603.80
EFT71755	18.10.2019	Parker Hannifin (Australia) Pty Ltd	Plant Repairs - Various	1,063.89
EFT71756	18.10.2019	Environex International Pty Ltd	KTA Airport - WWTP - Citric Acid, Caustic Soda	3,907.20
EFT71757	18.10.2019	Engineering Technology Consultants Trust	Dampier Palms Redevelopment - Additional Contract Administration	1,075.25
EFT71758	18.10.2019	Exmouth Dive & Whalesharks Ningaloo	July Sales - Exmouth Dive & Whale Sharks Ningaloo	2,091.00
EFT71759	18.10.2019	Farinosi & Sons Pty Ltd	Equipment Replacement - Geelong Upright Ute Box, Portosol Toilet Chemical, Pave n Lock Gell Sand	1,082.38
EFT71760	18.10.2019	Feel Creative Pty Ltd	IT Software - Migration Of Website From Php7. 1 To Php7	2,816.00
EFT71761	18.10.2019	Fantasy Face Painting (ML & MA Hoath)	Facepainting Services - Various Events, Sept 2019	1,890.00
EFT71762	18.10.2019	Fool Spectrum International Limited	Sales - Urzila Carlson Merchandise Sales	378.00
EFT71763	18.10.2019	Mace Francis T/a Oompah!	REAF 2019 - Oompah! - Reaf Launch & Beatz N Eat 50% Final Payment	4,000.00
EFT71764	18.10.2019	Isaiah Firebrace	REAF 2019 - Performance At REAF Recovery	6,600.00
EFT71765	18.10.2019	J T Farrell	Rates Refund For A34752 due to overpayment	4,511.50

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EFT71766	18.10.2019	StrataGreen (Strata Corporation Pty Ltd)	Stock - Tree Tie Extra Heavy Duty Flat 30mm X 100m	298.48
EFT71767	18.10.2019	G Bishops Transport Services Pty Ltd atft GBT Services Trust	Freight Charges	1,158.26
EFT71768	18.10.2019	The Golden Lampstand Pty Ltd T/as Grateful Remnants	KTVC - Consignments Sales	394.80
EFT71769	18.10.2019	Jackenzie Holdings Pty Ltd T/as Pilbara Contracting	Staff Housing - Pool Health Check And Maintenance Sep 2019	398.50
EFT71770	18.10.2019	R Hall	Meal Reimb - Planning Institute Australia Conference	112.30
EFT71771	18.10.2019	Home Hardware Karratha (Sahajanand Civil Pty Ltd T/as)	General Hardware Items - Maintenance/Repairs	1,073.99
EFT71772	18.10.2019	Integrity Coach Lines (Aust) Pty Ltd	KTVC Merchandise - Tour Bookings to 17/09/2019	651.87
EFT71773	18.10.2019	K Ingram	HR - Construction White Card	59.00
EFT71774	18.10.2019	Jason Sign Makers	Stock - Standard Traffic Grab Rail 600 x 1200mm Yellow w/ Red Reflective Tape	417.62
EFT71775	18.10.2019	Karratha Signs	KLP - Pool Opening Hours Decal	495.00
EFT71776	18.10.2019	JSS Logistics	Cossack - Transport of Accessible Toilet 13/09/2019	1,100.00
EFT71777	18.10.2019	Jolly Good In Car Audio and Entertainment T/A Jolly Good Auto Electric	Plant Repairs - Various	3,305.00
EFT71778	18.10.2019	Karratha Glass Service	Roebourne Old Shire Offices - 1 X Reglaze Window	547.50
EFT71779	18.10.2019	Karratha Veterinary Hospital	Animal Control	1,100.10
EFT71780	18.10.2019	Karratha Country Club Inc	Annual Community Grant Scheme 18/19 - New Patio Project	5,054.44
EFT71781	18.10.2019	Aviair Pty Ltd	Inter-Regional Flights - Sponsorship 16/08/2019 - 31/08/2019	29,327.97
EFT71782	18.10.2019	Komatsu Australia Pty Ltd	Plant Repairs - Various	3,824.50
EFT71783	18.10.2019	Sonic Healthplus Pty Ltd	WM - Twinrix Boosters, Medical Consults	189.20
EFT71784	18.10.2019	Karratha Lottery Centre & Newsagency	Dev Services - Stationery Items	12.00
EFT71785	18.10.2019	Karratha Machinery Hire	Machinery Dry Hire - Various Works	18,645.00
EFT71786	18.10.2019	Karratha Automotive Group - KAG	Parts for Plant Repairs - Various	85.54
EFT71787	18.10.2019	Karratha Cabinets Pty Ltd	11B Teesdale PI - Supply 1m Of 1mm Avigon Walnut A	33.00
EFT71788	18.10.2019	Karratha Panel & Paint (Tunstead Family Trust T/a)	Disposal Abandoned Car Bodies	792.90
EFT71789	18.10.2019	Kennards Hire Pty Limited	Hire Delivery And Collection Of Generators Lighting Towers And Portalos 07/09/2019 - 08/09/2019, Excavator Hire - Oval, Drainage and Park Works	8,678.63
EFT71790	18.10.2019	Karratha Central Apartments (Mansted Holdings Pty Ltd)	KTVC - Tour Bookings Sales	254.32
EFT71791	18.10.2019	Kompan Playscape Pty Ltd	Baynton West Oval - Swing Seat You & Me Black SS Chains	4,422.00
EFT71792	18.10.2019	Kota Holdings Pty Ltd (The Trustee For Shark Attack Unit Trust)	merchandise - Iron Ore Jewellery	895.81
EFT71793	18.10.2019	Karratha High School P&C Association Inc	Community Biannual Grant Scheme - 30% Progress Payment as per Council Resolution 100449	9,308.97

Chq/EFT	Date	Name	Description	Amount
EFT71794	18.10.2019	Links Modular Solutions Pty Ltd	KLP - Membership Bands.	1,694.00
EFT71795	18.10.2019	Lift Equipt Pty Ltd	REAF 2019 - Hire Of Forklift For Moving Of Equipment	450.45
EFT71796	18.10.2019	Leethall Constructions Pty Ltd	Footpaths - Existing Batter Modification, Supply/Install Guide Posts	6,270.00
EFT71797	18.10.2019	Latrobe Holdings Pty Ltd T/as Lmw	The Quarter - Market And Insurance Valuation	11,000.00
EFT71798	18.10.2019	Lills Group Pty Ltd	REAP - Staging Equipment For Upcoming TCWA Conference	14,118.50
EFT71799	18.10.2019	Menzies Contracting	Landfill Fencing - Supply And Installation Of Fencing At The 7 Mile Waste Facility Pond Area, Dampier Skate Park - Replace Damaged Fencing Panels	19,222.50
EFT71800	18.10.2019	Mobile Concreting Solutions Pty Ltd	Footpath Works - 3 Cubic Meters Of 20/10/80 Footpath Mix	1,292.50
EFT71801	18.10.2019	Mackerel Islands Pty Ltd	KTVC - Tour Booking Sales, Aug 2019	1,760.00
EFT71802	18.10.2019	Trustee For Mchail Family Trust	Graffiti Removal - August 2019	7,623.00
EFT71803	18.10.2019	Maddison Mian Music	REAF - 1x 30min Set At Reaf Recovery 22/09/2019	50.00
EFT71804	18.10.2019	R E Middleton	Security Subsidy Scheme Reimbursement	200.00
EFT71805	18.10.2019	NBS Signmakers	Traffic Signs - Street Blades/Brackets	395.34
EFT71806	18.10.2019	NW Communications & IT Specialists	Old Roebourne Library - Disconnect And Remove The Duress Alarm, KTVC - Alarm Monitoring	537.96
EFT71807	18.10.2019	Redwave Media Ltd	Pre-cyclone clean up radio campaign & Police Beat Radio Campaign	4,675.00
EFT71808	18.10.2019	North West Tree Services	Street Tree Maintenance - Weight Reduction Of Albizias & Gum Trees and Stump Grind Palms	6,773.80
EFT71809	18.10.2019	Ngarluma Aboriginal Corporation	2019 Walgu Park Opening - Churnside Welcome to Country 15/09/2019	792.00
EFT71810	18.10.2019	Nielsen Liquid Waste Services Pty Ltd	Arts & Culture - Portaloo Pump Out, Cleaverville Beach - Pump Out, Roebourne Cemetery - Septic Pump Out	2,143.00
EFT71811	18.10.2019	Nickol Bay Sportfishing Club (hampton Harbour Boat & Sailing Club T/as	Bill-Fish Shootout Event - Council Resolution 153564	4,400.00
EFT71812	18.10.2019	NYFL Trust (Ngarluma & Yindjibarndi Foundation Trust t/as)	Farewell function - Catering 26/09/2019	600.00
EFT71813	18.10.2019	NYFL Commercial Pty Ltd	Major Litter Clean Up Roebourne - Litter Collection Services Sep 2019	5,529.66
EFT71814	18.10.2019	Nickol Hawks Cricket Club	Quarterly Grant Scheme - 2019 Bowling Machine	2,500.00
EFT71815	18.10.2019	Ningaloo Lighthouse Holiday Park (Northwest Resorts)	KTVC Tour Bookings - Sales	1,267.55
EFT71816	18.10.2019	Ooh! Media Retail Pty Ltd	REAF 2019 - Shopalite Panels 02/09/2019 - 29/02/2019	1,034.00
EFT71817	18.10.2019	OTR Tyres (TKPH Pty Ltd)	Plant Repairs - Various	1,306.25
EFT71818	18.10.2019	M O'Donoghue	Reimbursement for Camping Fees - Cleaverville	16.00
EFT71819	18.10.2019	Pilbara Distributors Pty Ltd	Stock - Orange Detergent & Oven Cleaner	275.00
EFT71820	18.10.2019	Pilbara Motor Group - PMG	Parts for Plant Repairs - Various	251.97
EFT71821	18.10.2019	Printsync Norwest Business Solutions	Printing/Photocopy Charges - Various	776.82

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EFT71822	18.10.2019	Point Parking Pty Ltd	KTA Car Park - Ground Transport Operations And Management Jul 2019 & Aug 2019	5,010.00
EFT71823	18.10.2019	S Perkinson	Reimb - Meet the Street Costs	100.00
EFT71824	18.10.2019	Prompt Contracting And Fencing Pty Ltd	Pt Samson - Supply And Install Stainless Steel Bollard To Beach Access	880.00
EFT71825	18.10.2019	Powerlift Industries (Healestek Pty Ltd)	Boat Ramp Maintenance - Maintenance Works To Corrosion Bolts & Other Components, Vacuum Extraction of Debris from Inlet/Outlet	38,129.78
EFT71826	18.10.2019	PTM Pilbara Traffic Management Pty Ltd	REAF 2019 - Traffic Management Reaf Events 6-22 September, City Centre Gardens - Traffic Management Plan	8,376.17
EFT71827	18.10.2019	Piping and Automation Systems Pty Ltd	KTA AP - 3-4150-5 Turbidity Controller 0-1000ntu White Light Auto Clean	4,579.12
EFT71828	18.10.2019	Queensland Gun Exchange	KTA Airport - 12G Long Range Nitro Shotgun Cartridge	695.00
EFT71829	18.10.2019	Repco Auto Parts	Parts for Plant Repairs - Various	564.99
EFT71830	18.10.2019	Holcim (Australia) Pty Ltd	KTA Airside - Supply Crusher Dust 600.42 Tonne	8,486.94
EFT71831	18.10.2019	Roebourne Dingo Hire	Cyclone Veronica - Removal of Wire Western End Rehab Fencing 09/07	1,100.00
EFT71832	18.10.2019	Raiders Boxing Club	Sports Funding - Quarterly Grant Scheme Sport Cert IV	2,250.00
EFT71833	18.10.2019	RFF Pty Ltd	Community Development - Stage 6 Final Report and Recommendations	12,976.56
EFT71834	18.10.2019	Auto One Karratha	Parts for Plant Repairs - Various	53.48
EFT71835	18.10.2019	Fuel Trans Australia Pty Ltd T/a Recharge Petroleum	Stock - Drum Unleaded Petrol 91 200l	448.80
EFT71836	18.10.2019	Resolute Security Services Pty Ltd	REAF - Security Officers, Sept 2019	13,722.50
EFT71837	18.10.2019	Richose Pty Ltd	Parts for Plant Repairs - Various	200.64
EFT71838	18.10.2019	Refap Industrial Services Pty Ltd	Laundry Of Table Cloths For Administration Building	18.15
EFT71839	18.10.2019	Rackmart Pty Ltd	Depot - Carton Supra Bins SB3/Blue	1,078.80
EFT71840	18.10.2019	A Robertson	Crime Prevention Strategies - Meet the Street	100.00
EFT71841	18.10.2019	Statewide Bearings	Plant Repairs - Various	1,007.56
EFT71842	18.10.2019	Kmart Karratha	WRF - Yoga Pillows and Pillow Cases, KLP Brochure Paper	528.00
EFT71843	18.10.2019	Sunstone Design	Staff Housing - Supply and Install Blinds	4,129.43
EFT71844	18.10.2019	St. John Ambulance Wickham	REAF 2019 - Ambulance Cover 14/09/2019	516.25
EFT71845	18.10.2019	Shelf Cleaning Services	FBCC - FeNaClNg Cleaning	1,819.46
EFT71846	18.10.2019	Seatadvisor Pty Ltd	REAP Cinema 2019 - Ticket Sales Sep 2019	1,459.70
EFT71847	18.10.2019	Securepay Pty Ltd	REAP Cinema - Seat Advisor Pricing	244.04
EFT71848	18.10.2019	Scope Business Imaging	Printing/Photocopy Charges - Various	1,718.32
EFT71849	18.10.2019	Specialised Truck Services	Plant Repairs - Various	1,545.50
EFT71850	18.10.2019	Stats - Specialist Testing And Technical Services	Refuse - Laboratory Tests (x 2 for Clay Liners and x 1 for Natural Soils)	3,801.60
EFT71851	18.10.2019	Sanity Music Stores Pty Ltd	Library - New Resources	988.23
EFT71852	18.10.2019	Skipper Transport Parts (Formerly Covs)	Stock - Bag of Rags 15kg & Parts for Plant Repairs	199.34
EFT71853	18.10.2019	See Coast	Searipple Foreshore Lookout - Supply Parts for Damaged Binoculars	67.50
EFT71854	18.10.2019	Show Technology Australia P/L	REAP2019 - Video Screen Equipment For TCWA Conference	6,918.20

Chq/EFT	Date	Name	Description	Amount
EFT71855	18.10.2019	Searle Consulting Pty Ltd	HHBSC - Recommended Final Optimum Marina Location/configuration/services/operational Functionality	9,945.68
EFT71856	18.10.2019	Cleanaway Co Pty Ltd	KLP - Skip Bin Lifts August 2019 4.5m3	288.75
EFT71857	18.10.2019	Trasan Contracting Pty Ltd	Madigan Estate - Installation Of Hatch At Madigan Tank, Andover Park - Repair Toilet Handrail Base Plate	4,693.70
EFT71858	18.10.2019	Tennant Australia Pty Ltd	Plant Repairs - Various	2,282.75
EFT71859	18.10.2019	Element Advisory Pty Ltd	Welcome Park Public Art Project	935.00
EFT71860	18.10.2019	Scarboro Painting Services (The Trustee For Scarboro Painting Services)	Baynton West Toilet Block - Painting Works	10,868.00
EFT71861	18.10.2019	Taranis Power Group Pty Ltd	Plant Repairs - Various	501.00
EFT71862	18.10.2019	Technology One Limited	IT Software - IntraMaps GIS Consulting Services 06/09/2019 & 27/09/2019	3,608.00
EFT71863	18.10.2019	Tint A Car Karratha (Tinting Worldwide)	Depot - Supply and Install Frosted Tint Office Window	195.00
EFT71864	18.10.2019	Tourism Naturally Pty Ltd	Regional Tourism Conference - Consulting Services Tour Planning	581.00
EFT71865	18.10.2019	Umbrella Entertainment	REAP CINEMA: The Naked Wanderer	330.00
EFT71866	18.10.2019	Karratha Timber & Building Supplies	General Hardware Items - Maintenance/Repairs	2,227.22
EFT71867	18.10.2019	Voces Arts Networking Group Inc.	2019 REAF - Over the Fence Comedy Film Festival Karratha	880.00
EFT71868	18.10.2019	Vorgee Pty Ltd	KLP - Vorgee Goggles and Aquatic Products	677.60
EFT71869	18.10.2019	Westrac Equipment Pty Ltd	Parts for Plant Repairs - Various	3,744.82
EFT71870	18.10.2019	Woolworths Group Limited	KLP - School Holiday Programs Supplies	260.22
EFT71871	18.10.2019	Wurth Australia Pty Ltd	Parts for Plant Repairs - Various	2,558.90
EFT71872	18.10.2019	Wickham Primary School P&C Association Inc	Bucks for Bags - Wickham 18/09/2019. 339 Bags	2,000.00
EFT71873	18.10.2019	Workpac Pty Ltd	Labour Hire - HR Support Officer, Sept 2019	2,800.49
EFT71874	18.10.2019	A Wear	Utilities Reimbursement - As per Employment Contract	876.63
EFT71875	18.10.2019	West Pilbara Enterprises Pty Ltd T/As Profix Australia	Tambrey Pavilion - Supply And Install PGI Colorbond Sheeting And Capping, 22 Gecko Circle - Replace Damaged Front Door, Hearson's Cove - Supply new External Lock	4,553.07
EFT71876	18.10.2019	Water2Water (atf Kandiah Family Trust)	KLP - Monthly Rental And Service Charges For 4 Stage Reverse Osmosis System	66.00
EFT71877	18.10.2019	West-Net Imaging Pty Ltd	Local History - Scanning Of Two Large Fixed Photographs For Local History Archives	115.00
EFT71878	18.10.2019	W Augustin & M Bussell	Cleaverville - Reimbursement As Per Caretaker Agreement	448.68
EFT71879	18.10.2019	Wawardu Limited	Roebourne Library - Monthly Rental Nov 2019	1,430.00
EFT71880	18.10.2019	Kimberley Exploration Pty Ltd T/A Wildrocks Publications	Merchandise - Burrup Rock Art Book	450.00
EFT71881	18.10.2019	Woodlands Distributors & Agencies Pty Ltd	Rangers - AMS Animal Body Bag	556.20
EFT71882	18.10.2019	The Workwear Group Pty Ltd (Yakka Pty Ltd)	Uniforms	1,206.60
EFT71883	18.10.2019	City Of Karratha	Payroll deductions	200.00

Chq/EFT	Date	Name	Description	Amount
EFT71884	18.10.2019	T Swetman - (Mortgage Account)	Home Ownership Allowance	555.00
EFT71885	18.10.2019	D Cleaver (Mortgage Account)	Home Ownership Allowance	150.00
EFT71886	18.10.2019	T Corfield & L Royal (Mortgage Account)	Home Ownership Allowance	300.00
EFT71887	18.10.2019	A D'Cunha (Mortgage Account)	Home Ownership Allowance	500.00
EFT71888	18.10.2019	L Gan - (Mortgage Account)	Home Ownership Allowance	850.00
EFT71889	18.10.2019	C Gorman (Mortgage Account)	Home Ownership Allowance	400.00
EFT71890	18.10.2019	P Heekeng - (Mortgage Account)	Home Ownership Allowance	400.00
EFT71891	18.10.2019	S Kot (Mortgage Account)	Home Ownership Allowance	932.63
EFT71892	18.10.2019	CKing (Mortgage Account)	Home Ownership Allowance	450.00
EFT71893	18.10.2019	Maxxia Pty Ltd	Payroll deductions	35,400.20
EFT71894	18.10.2019	N Milligan - (Mortgage Account)	Home Ownership Allowance	479.64
EFT71895	18.10.2019	J Patel (Mortgage Account)	Home Ownership Allowance	430.00
EFT71896	18.10.2019	A Virkar (Mortgage Account)	Home Ownership Allowance	300.00
EFT71897	18.10.2019	B Wall (Mortgage Account)	Home Ownership Allowance	450.00
EFT71898	23.10.2019	Australian Taxation Office	Payroll deductions	309,028.00
EFT71899	23.10.2019	Child Support Agency	Payroll deductions	1,850.07
EFT71900	21.10.2019	Australian Taxation Office	BAS - September 2019	78,310.00
EFT71901	25.10.2019	Pilbara Iron Company Services Pty Ltd (Rio Tinto)	Electricity and Water Usages	23,440.40
EFT71902	25.10.2019	Telstra Corporation Ltd	Telephone Usage Charges	26,187.80
EFT71903	25.10.2019	Horizon Power	Electricity Usage Charges	96,938.13
EFT71904	25.10.2019	Water Corporation	Water Usage Charges	21,234.62
EFT71905	25.10.2019	Foxtel For Business	KLP - Business Premium Charges October 2019	210.00
EFT71906	25.10.2019	Neverfail Springwater Pty Ltd - Wickham Transfer Station (906952386)	15L Water Bottle Refills	25.25
EFT71907	25.10.2019	Pivotel Satellite Pty Limited	Ranger Tracking - October 2019	259.00
EFT71908	22.10.2019	Georgiou Group	Dampier Palms and Hampton Oval Construction Contract RFT 11-18/19 - PC#5	1,200,660.76
EFT71909	25.10.2019	Pilbara Real Estate	Rates refund for assessment A88805 due to duplicate payment	3,604.32
EFT71910	25.10.2019	Mineralogy Pty Ltd	Rates refund for assessment A77883 due to duplicate payment	150,774.67
EFT71911	25.10.2019	MSS Security	KTA Airport - Security Screening and Front of House Services 01/09/19 - 30/09/19 RFT 35-18/19	190,446.86
EFT71912	25.10.2019	Karratha Solar Power No 1 Pty Ltd	KTA Airport - Solar Power : September 169.06 MWh	62,627.19

Chq/EFT	Date	Name	Description	Amount
EFT71913	25.10.2019	Ausolar Pty Ltd	KTA Golf Course - Install New Actuator Valve To Golf Course Pump Station, Test and Tag Audits, Water Station Electrical Works, WRP - Install 4G Modem Auto-Dialler, Wireless Modem, and 55ah Batteries to Pool Cover Motor, Staff Housing - Replace Switches, Lights, Cossack - Replace RCD and Fluoros, Footpath Lighting Repairs, Admin Bldg - Cable Location Services, Community Park - Repair Broken Cable	15,083.95
EFT71914	25.10.2019	Dampier Plumbing & Gas (t/f DPG Trust)	TYS - Repairs Including Digging To Locate Pipe, Cossack - Repair Leak on Pressure Pipe, Elsta Electronic Water Meter and RPZD Relocation, Kta Airport - Repair Leak on Line Feed, KLP - Repair Taps, and Replace Toilet Seats, REAP - Replace RO Filters, YYS - Unblock Drains, WCH - Repair Disabled Toilet Leak, Delambre Park - Repair Leaking Water Fountain	14,554.10
EFT71915	25.10.2019	Chefmaster Australia	Stock - Bin Liners 36ltrs	830.52
EFT71916	25.10.2019	Winc Australia Pty Limited	Stationery Items - Various Departments	95.70
EFT71917	25.10.2019	Blue Hat Cleaning Services T/as Damel Cleaning Services	KLP & DCH - Cleaning Services Sep 2019	40,660.62
EFT71918	25.10.2019	Forpark Australia Pty Ltd	P&G Baynton West Oval - Binocular Tube	2,587.75
EFT71919	25.10.2019	Hathaways Lubricants	Stock - Lubricants & Oils	1,118.33
EFT71920	25.10.2019	Poolmart Karratha	WAC - Drums Of Liquid Chlorine	316.00
EFT71921	25.10.2019	Parry's Merchants	RAC - Kiosk Stock	1,335.60
EFT71922	25.10.2019	Poinciana Nursery	P&G Open Spaces - Slashing Of Drains And Set Services Nickol	23,320.00
EFT71923	25.10.2019	St John Ambulance - Karratha	KLP & WRP - First Aid Items/Restocks	1,975.76
EFT71924	25.10.2019	Sealanes (1985) Pty Ltd	IPC - Cafe Supplies	974.94
EFT71925	25.10.2019	TNT Express	Freight	213.85
EFT71926	25.10.2019	Thrifty Car Rental	KTA Airport Employment Cost - Car Hire For Dir SPI Whilst Attending Meeting In Perth 23-24 Sept 2019	60.63
EFT71927	25.10.2019	Atom Supply	Stock - Gloves Disposable & S/Steel D Shackles	324.29
EFT71928	25.10.2019	J Blackwood & Son Pty Limited	Stock - Traffic Cones, Batteries, Gumboots, Black Silicone, Cable Ties, Woven Sandbags	833.17
EFT71929	25.10.2019	Onyx Group WA Pty Ltd	Catering for Councillor Briefing Session 9/9/2019	900.00
EFT71930	25.10.2019	ABCO Products	Stock - Toilet Paper Roll	185.60
EFT71931	25.10.2019	Akzo Nobel Pty Limited	Mulla Mulla Artwork - Undertake 3 Quality Control Inspections Of The Coating Process	495.00
EFT71932	25.10.2019	Audio Technik Sales Pty Ltd	REAP 2018 - Purchase Of Quad Packs For Lighting Inventory	1,396.00
EFT71933	25.10.2019	AAOK Karratha Caravan Park	Accommodation - Self Contained Apartments In 14/09 Out 15/09 - REAF	150.00
EFT71934	25.10.2019	Accurate Flooring Pty Ltd t.as Karratha Carpet Court	Pegs Creek Pavilion - Supply and Install Tarkett Commercial Flooring Kitchen and Hall Space, 33 Clarkson - Remove and Install New Flooring	13,995.00
EFT71935	25.10.2019	Arts On Tour NSW Ltd	Cancelled Payment	0.00
EFT71936	25.10.2019	Australian Barbell Company Pty Ltd	KLP - Group Fitness Dumbbells Gym Barbells & Safety Squat Bar	1,080.20
EFT71937	25.10.2019	Arrow Tyre Distributors	Plant Repairs - Various	345.40
EFT71938	25.10.2019	AEM Consolidated Pty Ltd	KTA WWTP - Supply New Cmg 37kw Motor	3,274.70
EFT71939	25.10.2019	BOC Limited	Mosquito Management, Kta SES - Oxygen Cylinder	103.30
EFT71940	25.10.2019	BC Lock & Key	WCH - Install Locks To Youth Services Doors, Repair Library Plant Door Lock, Toddler Room Lock	3,047.13
EFT71941	25.10.2019	The Butcher Shop	TBK - Art Supplies for School Holiday Programs	403.90

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EFT71942	25.10.2019	Bushlolly Enterprises Pty Ltd t/as Bushlolly Cafe	Catering 90pax - Arts & Culture Program - Wangaba Roebourne Art Group Exhibition Opening	1,600.00
EFT71943	25.10.2019	Centurion Transport Co Pty Ltd	Freight	797.09
EFT71944	25.10.2019	Coates Hire Operations	REAF Hire of Portaloos, Lighting Towers & Generators	19,148.03
EFT71945	25.10.2019	Coca-Cola Amatil (Holdings) Ltd	IPC - Rinza Cleaner Milk Systems	117.50
EFT71946	25.10.2019	Chadson Engineering Pty Ltd	Stock - Palintest Tablets DPD-XF AP013 (Box/250)	74.25
EFT71947	25.10.2019	Command IT Services	KLP - Repair Broken Duress Alarm Button Switch	379.50
EFT71948	25.10.2019	Comtec Data Pty Ltd	7 Mile - Network Camera (replacement), WCH - Cable Termination Trace and Label, Kta Airport - Install Push to Exit Button	4,417.22
EFT71949	25.10.2019	Department Of Biodiversity Conservation & Attractions	KTVC Merchandise - Annual Concession All Parks Pass x 10	728.97
EFT71950	25.10.2019	Daysafe Training & Assessing	Confined Space - Gas Testing - 3/10/2019	575.00
EFT71951	25.10.2019	Draeger Australia Pty Ltd	KLP - Servicing of 4 x SCBA Sets	713.35
EFT71952	25.10.2019	E & MJ Rosher Pty Ltd	Plant Repairs - Various	22.86
EFT71953	25.10.2019	Ensystem Australasia Pty Ltd	Stock - Fipronil Ultrathor 3Ltr	658.20
EFT71954	25.10.2019	Max & Claire Pty Ltd T/a Ergolink	Office Chairs - Gregory Tru-sit High Back Medium Seat Black	655.51
EFT71955	25.10.2019	Farinosi & Sons Pty Ltd	WCH - Early Learning Centre Privacy Screening temporary	523.77
EFT71956	25.10.2019	Feel Creative Pty Ltd	Website Design - Maintenance Retainer 10 Hours	1,760.00
EFT71957	25.10.2019	Globe Australia Pty Ltd	Stock - Mouse Baiting Stations	63.89
EFT71958	25.10.2019	Global Security Management (WA)	KLP - Nightly Security Patrols September 2019	3,276.90
EFT71959	25.10.2019	G Bishops Transport Services Pty Ltd atft GBT Services Trust	Freight Charges	99.18
EFT71960	25.10.2019	T & B Giles	Rent - Curlew St Baynton - 29/10/19 to 28/11/2019	5,633.33
EFT71961	25.10.2019	Golden Lights Healing (Manuela Hecht)	TYBO 2019/20 - 50% upfront	762.50
EFT71962	25.10.2019	Handy Hands Pty Ltd	Stock - Pestene Insect Powder (550g)	50.00
EFT71963	25.10.2019	Studiocanal Pty Ltd	REAP - Cinema: Here Comes The Grump 1st October	357.50
EFT71964	25.10.2019	Jackenzie Holdings Pty Ltd T/as Pilbara Contracting	Wickham Footpaths - Remove Path Barriers Wickham Precinct Path & Repair Bitumen, Watering of 480 Plants - Searipple Lookout	21,578.35
EFT71965	25.10.2019	Home Hardware Karratha (Sahajanand Civil Pty Ltd T/as)	General Hardware Items - Maintenance/Repairs	319.53
EFT71966	25.10.2019	Hyva Pacific Pty Ltd	Plant - Rear Roller Standard	1,298.75
EFT71967	25.10.2019	ZircoData Pty Ltd	Records Management - Archive Storage Costs 26/08/2019 - 25/09/2019	138.91
EFT71968	25.10.2019	Karratha Signs	Print & Install Custom Design Signage for new Plant	2,805.00
EFT71969	25.10.2019	James Bennett Pty Limited	Library - New Resources	69.71
EFT71970	25.10.2019	Jolly Good In Car Audio and Entertainment T/A Jolly Good Auto Electric	Plant Repairs - Various	227.00
EFT71971	25.10.2019	Just Party Linen	REAP - Tablecloths 5 x Black Round	149.50
EFT71972	25.10.2019	Keyspot Services	Development Services - Magnetic Name Badge	15.00

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EFT71973	25.10.2019	Karratha Veterinary Hospital	Spey - Dog Health Program	746.40
EFT71974	25.10.2019	Karratha Kart Club	Quarterly Grant Scheme - Solar Power Project	2,928.00
EFT71975	25.10.2019	Komatsu Australia Pty Ltd	Parts for Plant Repairs - Various	70.82
EFT71976	25.10.2019	Sonic Healthplus Pty Ltd	Immunisation - Serology Hepatitis A and B	57.20
EFT71977	25.10.2019	Karratha Machinery Hire	Dry Hire - 13T Smooth Drum Roller WE 13/09/2019	3,850.00
EFT71978	25.10.2019	Karratha Panel & Paint (Tunstead Family Trust T/a)	Plant Repairs - Various	300.00
EFT71979	25.10.2019	Kennards Hire Pty Limited	Madigan Estate - Dry Hire 1.8t Excavator 02/10/2019	318.57
EFT71980	25.10.2019	Kompan Playscape Pty Ltd	Catrrall Park - Slide Section / Straight	4,955.50
EFT71981	25.10.2019	L3 Communications Australia Pty Ltd	KTA Checked Baggage - Preventative Maintenance Screening Equipment X-ray And Cbs Machine Sep 2019	6,937.98
EFT71982	25.10.2019	Mobile Concreting Solutions Pty Ltd	Footpath Maintenance - Supply And Delivery Of 20/10/80 Footpath Mix Concrete	987.80
EFT71983	25.10.2019	Mega Vision Australia Pty Ltd	REAF - Production Lighting Audio-visual & Stage as per RFQ05-19/20 OCR184122	29,074.84
EFT71984	25.10.2019	Ngarluma Aboriginal Corporation	Community Sports Awards - 2019 Welcome To Country	720.00
EFT71985	25.10.2019	Nielsen Liquid Waste Services Pty Ltd	REAF 2019 - Cossack & REAP, Pump Out of Portaloo's - Sept 2019	1,672.00
EFT71986	25.10.2019	NYFL Trust (Ngarluma & Yindjibarndi Foundation Trust t/as)	TYS - Guided Cultural Awareness Tour in Millstream with Clinton Walker West 07/10/2019	715.00
EFT71987	25.10.2019	NYFL Commercial Pty Ltd	Litter Collection Services Roebourne - 1- 4 October 2019	717.98
EFT71988	25.10.2019	Northern Spirit Basketball Club	Quarterly Grant Scheme - Marquee & Club Signage - Aug 2019	1,690.00
EFT71989	25.10.2019	Ningaloo Lighthouse Holiday Park (Northwest Resorts)	KTVC Tour Bookings - Ningaloo Lighthouse Holiday Park	1,342.44
EFT71990	25.10.2019	Ixom Operations Pty Ltd (Orica)	RAC - 920kg Chlorine Cylinder Rental Charges - September	830.78
EFT71991	25.10.2019	OTR Tyres (TKPH Pty Ltd)	Plant - Repairs (Various)	4,470.95
EFT71992	25.10.2019	Pilbara Distributors Pty Ltd	Stock - Washroom Cleaner, Oven Cleaner, Neutral Cleaner, Orange Detergent	582.23
EFT71993	25.10.2019	Pirtek	KTA Airport - WWTP 1/4 Male Stud Elbow	454.07
EFT71994	25.10.2019	Printsync Norwest Business Solutions	Printing/Photocopy Charges - Various	2,503.65
EFT71995	25.10.2019	Prompt Contracting And Fencing Pty Ltd	Pegs Creek Oval - Repairs To Eastern Fence Between Oval And School	660.00
EFT71996	25.10.2019	Pilbara Reptile Education & Display	KLP - Pilbara Reptile Education & Display for School Holiday Program 4 x 2 HR Sessions	1,600.00
EFT71997	25.10.2019	Pitter Pat Productions Incorporated	REAF 2019 - Scare Squad & Conservatorium of Curiosity at the REAF Creep 13/9/19, Street to Stage at REAF Recovery 22/9/19	9,280.00
EFT71998	25.10.2019	Pilbara Windscreen Experts Pty Ltd	Plant Repairs - Various	1,410.00
EFT71999	25.10.2019	Pilbara Party Hire (Nick Hall)	REAF - Hire Equipment, Temp Fencing	2,220.00
EFT72000	23.10.2019	Department of Mines Industry Regulation and Safety (DMIRS)	BSL Receipts - September 2019	133,272.44
EFT72001	25.10.2019	Quilts By Robyn	KTVC merchandise Sales	835.00

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EFT72002	25.10.2019	Repco Auto Parts	Stock - Gloves Disposable, Dust Masks, Oil Filters	135.26
EFT72003	25.10.2019	Red Earth Flowers	Police Remembrance Day Wreath	140.00
EFT72004	25.10.2019	Auto One Karratha	Parts for Plant Repairs - Various	685.49
EFT72005	25.10.2019	Fuel Trans Australia Pty Ltd T/a Recharge Petroleum	Stock - Drum Unleaded Petrol 91 200L	1,795.20
EFT72006	25.10.2019	Road Rail & Mine Products Pty Ltd	Stock - TGSI Tactile 300 x 300 Yellow (Box 40)	885.20
EFT72007	25.10.2019	Reece Pty Ltd	Stock - Reticulation	6,158.11
EFT72008	25.10.2019	Kmart Karratha	KLP - School Holiday Program Materials, RAC - Aqua Toys, RAC - Junior Goggles for Resale	684.00
EFT72009	25.10.2019	Sigma Chemicals	Stock - Dense Soda Ash - (25kg bag)	2,175.80
EFT72010	25.10.2019	SAFE (Saving Animals From Euthanasia Inc)	Quarterly MOU Payments - 2 of 4 (October 2019) As per Resolution 153483 (20/6/17)	16,742.00
EFT72011	25.10.2019	Shelf Cleaning Services	TYS & FBCC - Cleaning Services, September 2019	14,290.42
EFT72012	25.10.2019	Sony Pictures Releasing	REAP CINEMA: Angry Birds 3 October Screening	1,793.75
EFT72013	25.10.2019	Seaview Orthotics	Stock - Litter Pickers	116.44
EFT72014	25.10.2019	Scope Business Imaging	Printing/Photocopy Charges - Various	519.84
EFT72015	25.10.2019	Stainless Creation Pty Ltd	Stock - Stainless Steel Bollards	2,706.00
EFT72016	25.10.2019	Schneider Electric Buildings Aust. Pty Ltd	KTA Admin - Quarterly Maintenance 09/2019	6,035.15
EFT72017	25.10.2019	Trasan Contracting Pty Ltd	KCA Building - Crack Rectification & Concrete Paving Works, KLP - Bulkhead Reinforcement, TYBO - 50% Upfront	16,753.53
EFT72018	25.10.2019	Tourism Council Western Australia	WA Regional Tourism Conference 2019 - Welcome Function	1,900.00
EFT72019	25.10.2019	Turf Guru Landscapes Pty Ltd	Parks/Ovals - Irrigation Works - September 2019	12,672.00
EFT72020	25.10.2019	Talis Consultants Pty Ltd T/a Talis Unit Trust	WM-Design & Investigation - Stability Risk Assessment	12,390.13
EFT72021	25.10.2019	United Party Hire (Wildwater Holdings Pty Ltd t/as)	18/19 Arts & Culture Programs - Equipment Hire Equipment, Aug/Sept 2019	39,484.50
EFT72022	25.10.2019	Universal Pictures International Australasia Pty Ltd	REAP CINEMA: A Dogs Journey 28th September	172.25
EFT72023	25.10.2019	Karratha Timber & Building Supplies	General Hardware Items - Maintenance/Repairs	178.03
EFT72024	25.10.2019	Village Roadshow Pty Ltd	REAP CINEMA: IT Chapter 2 & Angel has Fallen - Oct 2019 Screenings	1,587.28
EFT72025	25.10.2019	Woolworths Group Limited	RAC, IPC, REAP & WRF - Kiosk/Café Supplies, KLP, YYS, TBW - School Holiday Program Items, Staff Kitchen Supplies	3,737.36
EFT72026	25.10.2019	Workpac Pty Ltd	Labour Hire - HR Support Officer, Sept 2019	1,254.32
EFT72027	25.10.2019	West Pilbara Enterprises Pty Ltd T/As Profix Australia	Staff Housing - Supply & Installation of Cyclone Screens & Doors, YYS - Construct Flat pack Furniture	27,072.32
EFT72028	25.10.2019	Wawardu Limited	Ganalili Service Agreement - Schedule 1 Part 1 Tourism Information Services (Nov-Dec-Jan)	33,000.00
EFT72029	25.10.2019	The Workwear Group Pty Ltd (Yakka Pty Ltd)	Uniforms	389.40
EFT72030	25.10.2019	Yoga King Products (Alsai Pty Ltd)	20x Yoga mats for use in our Vinyasa Yoga Group Fitness class	1,200.00
EFT72031	25.10.2019	J Appo	Refund - Lost Book Charges Wickham Library (Book Found & Returned)	6.60
EFT72032	25.10.2019	P Bolt	Reimbursements - 40 Mile Caretaker	1,646.58
EFT72033	25.10.2019	R & J Barth	Security Subsidy Scheme - Reimbursement	200.00

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EFT72034	25.10.2019	D Elers	Reimb - Meal Allowance whilst at Training in Perth	86.50
EFT72035	25.10.2019	Grace Removals Group	Wickham Library - Movement of Digital Table from Karratha Library	605.00
EFT72036	25.10.2019	S Henry	Reimb For Meals/Travel Whilst Attending Training In Perth	264.79
EFT72037	25.10.2019	C King	Meal Reimb Whilst At EHA Conference 2019	174.90
EFT72038	25.10.2019	P Levis	Utilities Reimbursement - As per Employment Contract	556.69
EFT72039	25.10.2019	A Minchin	Utilities Reimbursement - As per Employment Contract	374.28
EFT72040	25.10.2019	A Montgomery	Refund for Lost Parking Ticket	159.00
EFT72041	25.10.2019	H Ramsay	Refund on Airport Parking	64.00
EFT72042	25.10.2019	P Trestrail	Utilities Reimbursement - As per Employment Contract	99.00
EFT72043	25.10.2019	W Augustin & M Bussell	Reimbursements - Cleaverville Caretaker	2,213.29
EFT72044	25.10.2019	Construction Training Fund (CTF)	CTF Receipts - September 2019	192,120.90
EFT72045	25.10.2019	Wesfarmers Kleenheat Gas Pty Ltd	11 Frinderstein Way - Gas Bottle Service Fee	100.67
78623	14.10.2019	City Of Karratha	Cancelled Investment Cheque	0.00
78624	18.10.2019	Target Australia Pty Ltd	Wickham Library - 12 Cushion Inserts For Sewing Program	72.00
78625	25.10.2019	Target Australia Pty Ltd	RAC - Aqua Toys For School Holiday Program	100.00
78626	25.10.2019	City Of Karratha	Airport Carpark Paystation Float - Oct 2019	6,945.00
DD35962.1	02.10.2019	Wa Super (Formerly Walgsp)	Payroll deductions	94,755.94
DD35962.10	02.10.2019	Rest Superannuation	Superannuation contributions	4,157.68
DD35962.11	02.10.2019	CBA Superannuation Savings Account	Superannuation contributions	1,305.08
DD35962.12	02.10.2019	HostPlus Superannuation	Payroll deductions	10,447.54
DD35962.13	02.10.2019	100F Lifetrack Personal Superannuation	Superannuation contributions	382.36
DD35962.14	02.10.2019	JR Superannuation Fund	Superannuation contributions	356.56
DD35962.15	02.10.2019	ANZ Smart Choice Super	Superannuation contributions	2,288.45
DD35962.16	02.10.2019	Jake SMSF Holdings Pty Ltd	Payroll deductions	756.04
DD35962.17	02.10.2019	Essential Super	Superannuation contributions	706.12
DD35962.18	02.10.2019	QSUPER	Superannuation contributions	584.90
DD35962.19	02.10.2019	Mtaa Superannuation Fund	Superannuation contributions	539.20
DD35962.2	02.10.2019	Macquarie Super - Hounsham (Jewkes)	Superannuation contributions	640.26
DD35962.20	02.10.2019	Prime Super	Superannuation contributions	698.37
DD35962.21	02.10.2019	AMIST SUPER (Australian Meat Industry Superannuation Trust)	Superannuation contributions	549.55
DD35962.22	02.10.2019	Colonial First State Wholesale Personal Super	Payroll deductions	1,041.21
DD35962.23	02.10.2019	Superwrap Personal Super Plan	Superannuation contributions	1,137.08
DD35962.24	02.10.2019	BT Business Super	Superannuation contributions	969.20
DD35962.25	02.10.2019	Commonwealth Bank Group Super	Superannuation contributions	70.83
DD35962.26	02.10.2019	AMG Super	Superannuation contributions	507.68
DD35962.27	02.10.2019	Christian Super	Superannuation contributions	526.57

Chq/EFT	Date	Name	Description	Amount
DD35962.28	02.10.2019	MLC Wrap Super	Superannuation contributions	850.73
DD35962.29	02.10.2019	Local Government Superannuation - BRISBANE	Payroll deductions	2,689.59
DD35962.3	02.10.2019	Wealth Personal Superannuation & Pension Fund (SPARKS)	Payroll deductions	941.08
DD35962.30	02.10.2019	Zimmerle Family Fund (Super)	Superannuation contributions	563.28
DD35962.31	02.10.2019	Cbus	Superannuation contributions	2,420.07
DD35962.32	02.10.2019	Catholic Super & Retirement Fund	Payroll deductions	670.86
DD35962.33	02.10.2019	Commonwealth SuperSelect	Superannuation contributions	623.94
DD35962.34	02.10.2019	Macquarie Wrap Super Manager	Payroll deductions	2,063.08
DD35962.35	02.10.2019	Care Super	Superannuation contributions	464.36
DD35962.36	02.10.2019	Public Sector Superannuation Fund	Superannuation contributions	164.26
DD35962.37	02.10.2019	Russell Supersolution Master Trust	Superannuation contributions	226.38
DD35962.38	02.10.2019	ANZ Staff Superannuation Scheme	Superannuation contributions	80.22
DD35962.39	02.10.2019	BT Super For Llife	Superannuation contributions	913.17
DD35962.4	02.10.2019	BT Panorama Superannuation	Superannuation contributions	1,078.13
DD35962.40	02.10.2019	Lindz's Lucky Super Fund	Payroll deductions	1,318.55
DD35962.41	02.10.2019	AMP SignatureSuper	Superannuation contributions	492.81
DD35962.42	02.10.2019	Legalsuper	Superannuation contributions	292.45
DD35962.43	02.10.2019	Twusuper	Superannuation contributions	467.50
DD35962.44	02.10.2019	AMP Superleader	Superannuation contributions	964.96
DD35962.45	02.10.2019	Netwealth Superannuation	Payroll deductions	1,580.58
DD35962.46	02.10.2019	Intrust Super Fund	Superannuation contributions	494.52
DD35962.47	02.10.2019	ING Direct Superannuation Fund	Superannuation contributions	422.58
DD35962.48	02.10.2019	BT Funds Management	Superannuation contributions	663.72
DD35962.49	02.10.2019	MLC Super Fund	Superannuation contributions	71.71
DD35962.5	02.10.2019	Local Government Superannuation- SYDNEY	Superannuation contributions	637.12
DD35962.50	02.10.2019	EQUIPSUPER	Superannuation contributions	106.96
DD35962.51	02.10.2019	Mercer Superannuation (australia) Pty Ltd	Superannuation contributions	130.55
DD35962.52	02.10.2019	Statewide Superannuation Trust	Superannuation contributions	330.77
DD35962.53	02.10.2019	Suncorp Portfolio Services Ltd (suncorp Superannuation)	Superannuation contributions	68.07
DD35962.54	02.10.2019	Energy Industries Superannuation Fund	Superannuation contributions	161.70
DD35962.55	02.10.2019	Sunsuper Pty Ltd	Payroll deductions	3,629.31
DD35962.56	02.10.2019	Australian Super	Payroll deductions	11,346.73
DD35962.57	02.10.2019	Hesta Superannuation	Superannuation contributions	2,913.65
DD35962.58	02.10.2019	First State Super	Superannuation contributions	919.10
DD35962.6	02.10.2019	SLOS Super Fund	Superannuation contributions	680.50
DD35962.7	02.10.2019	AMP Super Directions Fund	Superannuation contributions	252.39

Chq/EFT	Date	Name	Description	Amount
DD35962.8	02.10.2019	Colonial First State Firstchoice Super	Superannuation contributions	1,518.27
DD35962.9	02.10.2019	AMP Flexible Lifetime Superannuation Fund	Payroll deductions	1,544.30
DD35993.1	02.10.2019	Cbus	Superannuation contributions	53.04
DD35995.1	02.10.2019	Sunsuper Pty Ltd	Superannuation contributions	89.17
DD36007.1	11.10.2019	Bond Administrator	Security Bond 5b Leonard Way - Ali Syed	800.00
DD36057.1	16.10.2019	Wa Super (Formerly Walgsp)	Payroll deductions	93,098.65
DD36057.10	16.10.2019	AMP Flexible Lifetime Superannuation Fund	Superannuation contributions	1,453.18
DD36057.11	16.10.2019	Rest Superannuation	Superannuation contributions	4,715.77
DD36057.12	16.10.2019	HostPlus Superannuation	Payroll deductions	10,923.14
DD36057.13	16.10.2019	CBA Superannuation Savings Account	Superannuation contributions	1,228.00
DD36057.14	16.10.2019	100F Lifetrack Personal Superannuation	Superannuation contributions	350.32
DD36057.15	16.10.2019	JR Superannuation Fund	Superannuation contributions	485.36
DD36057.16	16.10.2019	Scott G Fitzgerald & Sherry A Fitzgerald Atf Superannuation Fund	Superannuation contributions	233.41
DD36057.17	16.10.2019	ANZ Smart Choice Super	Superannuation contributions	2,268.86
DD36057.18	16.10.2019	Jake SMSF Holdings Pty Ltd	Payroll deductions	503.02
DD36057.19	16.10.2019	Essential Super	Superannuation contributions	662.33
DD36057.2	16.10.2019	Hesta Superannuation	Payroll deductions	2,800.13
DD36057.20	16.10.2019	QSUPER	Superannuation contributions	596.21
DD36057.21	16.10.2019	Mtaa Superannuation Fund	Superannuation contributions	539.20
DD36057.22	16.10.2019	Prime Super	Superannuation contributions	517.82
DD36057.23	16.10.2019	Superwrap Personal Super Plan	Superannuation contributions	1,189.76
DD36057.24	16.10.2019	BT Super For Life	Superannuation contributions	1,021.19
DD36057.25	16.10.2019	AMIST SUPER (Australian Meat Industry Superannuation Trust)	Superannuation contributions	548.25
DD36057.26	16.10.2019	Colonial First State Wholesale Personal Super	Payroll deductions	433.84
DD36057.27	16.10.2019	BT Business Super	Superannuation contributions	925.81
DD36057.28	16.10.2019	Commonwealth Bank Group Super	Superannuation contributions	16.67
DD36057.29	16.10.2019	AMG Super	Superannuation contributions	507.68
DD36057.3	16.10.2019	Macquarie Super - Hounsham (Jewkes)	Superannuation contributions	640.26
DD36057.30	16.10.2019	Christian Super	Superannuation contributions	548.33
DD36057.31	16.10.2019	MLC Wrap Super	Superannuation contributions	1,226.55
DD36057.32	16.10.2019	Local Government Superannuation - BRISBANE	Payroll deductions	2,689.59
DD36057.33	16.10.2019	Zimmerle Family Fund (Super)	Superannuation contributions	563.28
DD36057.34	16.10.2019	Macquarie Wrap Super Manager	Payroll deductions	2,063.08
DD36057.35	16.10.2019	Cbus	Superannuation contributions	1,940.50
DD36057.36	16.10.2019	Catholic Super & Retirement Fund	Payroll deductions	670.86

Chq/EFT	Date	Name	Description	Amount
DD36057.37	16.10.2019	Commonwealth SuperSelect	Superannuation contributions	480.74
DD36057.38	16.10.2019	Care Super	Superannuation contributions	464.36
DD36057.39	16.10.2019	Public Sector Superannuation Fund	Superannuation contributions	161.27
DD36057.4	16.10.2019	Wealth Personal Superannuation & Pension Fund (SPARKS)	Payroll deductions	941.08
DD36057.40	16.10.2019	Russell Supersolution Master Trust	Superannuation contributions	180.54
DD36057.41	16.10.2019	ANZ Staff Superannuation Scheme	Superannuation contributions	269.83
DD36057.42	16.10.2019	Lindz's Lucky Super Fund	Payroll deductions	1,318.55
DD36057.43	16.10.2019	AMP SignatureSuper	Superannuation contributions	492.81
DD36057.44	16.10.2019	Asgard Superannuation	Superannuation contributions	83.33
DD36057.45	16.10.2019	Netwealth Superannuation	Payroll deductions	1,580.58
DD36057.46	16.10.2019	Twusuper	Superannuation contributions	467.50
DD36057.47	16.10.2019	AMP Superleader	Superannuation contributions	704.10
DD36057.48	16.10.2019	Intrust Super Fund	Superannuation contributions	468.77
DD36057.49	16.10.2019	ING Direct Superannuation Fund	Superannuation contributions	422.58
DD36057.5	16.10.2019	BT Panorama Superannuation	Superannuation contributions	619.30
DD36057.50	16.10.2019	BT Funds Management	Superannuation contributions	663.72
DD36057.51	16.10.2019	MLC Super Fund	Superannuation contributions	214.58
DD36057.52	16.10.2019	EQUIPSUPER	Superannuation contributions	275.91
DD36057.53	16.10.2019	Mercer Superannuation (australia) Pty Ltd	Superannuation contributions	123.60
DD36057.54	16.10.2019	TOM & KIM WALSH SUPER FUND	Superannuation contributions	94.25
DD36057.55	16.10.2019	Statewide Superannuation Trust	Superannuation contributions	287.21
DD36057.56	16.10.2019	Sunsuper Pty Ltd	Payroll deductions	3,324.37
DD36057.57	16.10.2019	Suncorp Portfolio Services Ltd (suncorp Superannuation)	Superannuation contributions	24.31
DD36057.58	16.10.2019	Energy Industries Superannuation Fund	Superannuation contributions	161.70
DD36057.59	16.10.2019	Australian Ethical Retail Superannuation Fund	Superannuation contributions	65.49
DD36057.6	16.10.2019	Local Government Superannuation-SYDNEY	Superannuation contributions	637.12
DD36057.60	16.10.2019	Australian Super	Payroll deductions	10,963.83
DD36057.61	16.10.2019	Tasplan	Superannuation contributions	365.40
DD36057.62	16.10.2019	First State Super	Superannuation contributions	997.20
DD36057.7	16.10.2019	SLOS Super Fund	Superannuation contributions	680.50
DD36057.8	16.10.2019	AMP Super Directions Fund	Superannuation contributions	271.32
DD36057.9	16.10.2019	Colonial First State Firstchoice Super	Superannuation contributions	1,478.69
DD36061.1	10.10.2019	Fines Enforcement Registry (Dept Of Attorney General)	FERS Lodgement - Sep/Oct 2019 3 Fines	210.00
DD36089.1	16.10.2019	ANZ Smart Choice Super	Superannuation contributions	57.24

8,052,814.88

Chq/EFT	Date	Name	Description	Amount
Payroll				
	03.10.2019	City of Karratha	Payroll: F/N Ending 02/10/2019	896,967.84
	10.10.2019	City of Karratha	Wages	3,652.21
	10.10.2019	City of Karratha	Wages	2,656.04
	10.10.2019	City of Karratha	Wages	4,613.36
	17.10.2019	City of Karratha	Payroll: F/N Ending 16/10/2019	812,544.07
				1,720,433.52

Credit Cards

DD36127.1	17/09/2019	Qantas	Flights For CEO Attending Meetings Perth 19 - 20/09/19	381.90
DD36127.1	18/09/2019	Qantas	Flight Change Fee For Dir SP&I Attending Meetings Perth 23-24/09/19	99.00
DD36127.1	18/09/2019	Qantas	Flight Change Fee & Fair Difference For Dir SP&I Attending Meetings Perth 23-24/09/19	230.00
DD36127.1	26/09/2019	Pensione Hotel Perth	Accommodation/Parking For Dir SP&I Attending Meetings Perth 23-24/09/19	134.33
DD36127.1	26/09/2019	House Proud	Farewell Gift For Officer	100.00
DD36127.1	27/09/2019	Spotlight	Farewell Gift For Officer	100.00
DD36127.1	27/09/2019	Jetstar Airways	Flight For Mgr WS Attending Expo Sydney 02-03/10/19	95.95
DD36127.1	27/08/2019	Braille Tactile Signs	Replacement Aluminium UAT Signs	425.15
DD36127.1	5/09/2019	Survey Monkey	12 Month Membership Advantage Annual Plan	395.52
DD36127.1	19/09/2019	Ingogo Taxi	Taxi AAA meeting to hotel	8.56
DD36127.1	19/09/2019	Swan Taxis	Taxi hotel to AAA dinner	29.61
DD36127.1	20/09/2019	Live Taxi Aust	Taxi AAA dinner to hotel	26.21
DD36127.1	20/09/2019	Indigo Taxi	Taxi AAA meeting to airport terminal	24.46
DD36127.1	20/09/2019	Salsas	Meals expense for Airport Staff attending AAA Regional meeting in Perth	28.40
DD36127.1	20/09/2019	Sanno Marracoonda Perth Airport Hotel	Meals expense for Airport Staff attending AAA Regional meeting in Perth	53.69
DD36127.1	29/08/2019	Next Chapter Book	Training Video for Karratha Library	45.79
DD36127.1	29/08/2019	Coles	Leaving Morning Tea for Employee	46.36
DD36127.1	2/09/2019	Ximble	REAP Staff Rostering System September \$246.00 US	377.77
DD36127.1	4/09/2019	Paypal AI	Aboriginal Insights Book for Karratha Library	52.75
DD36127.1	4/09/2019	Paypal AI	Aboriginal Insights Book for Roebourne Library	52.75
DD36127.1	4/09/2019	Paypal AI	Aboriginal Insights Book for Wickham Library	52.75
DD36127.1	4/09/2019	Paypal AI	Aboriginal Insights Book for Dampier Library	52.75
DD36127.1	5/09/2019	Alpine Wholesalers	Decorations for REAP Creep	385.15
DD36127.1	5/09/2019	IBIS Karratha	Accommodation for R Potter CAA Arts Networking Event	162.00
DD36127.1	5/09/2019	Virgin Australia	Airfares for R Potter CAA Arts Networking Event	728.00
DD36127.1	5/09/2019	Virgin Australia	Airfare Credit Card Fees for R Potter CAA Arts Networking Event	7.25
DD36127.1	6/09/2019	MacDougall Aust	Goods for Opening of Walgu Park	400.40
DD36127.1	12/09/2019	Officeworks	200 USB's for reselling at Libraries as per fees & charges	1,025.95
DD36127.1	16/09/2019	Qantas	Airfares for Dir Comm Meetings Perth	256.99
DD36127.1	29/08/2019	Hotels	Accom for IT Officer attending training in Perth	218.98
DD36127.1	29/08/2019	Hotels	Accom for Airport Staff attending AAA Regional meeting in Perth	226.00
DD36127.1	30/08/2019	Kmart	Stationery	6.00
DD36127.1	29/08/2019	Qantas	Flights for Airport Staff attending AAA Regional meeting in Perth	744.12
DD36127.1	29/08/2019	Qantas	Flights for IT Officer attending training in Perth	531.76
DD36127.1	29/08/2019	Virgin	Flights for IT Officer attending training in Perth	332.28
DD36127.1	29/08/2019	Virgin	Flight for Airport Staff attending AAA Regional meeting in Perth	329.00
DD36127.1	29/08/2019	Virgin	Flight for Airport Staff attending AAA Regional meeting in Perth	335.55
DD36127.1	30/08/2019	Prouds	Staff leaving Council gift	193.95

Chq/EFT	Date	Name	Description	Amount
DD36127.1	30/08/2019	Harvey Norman	Staff leaving Council gift	184.00
DD36127.1	5/09/2019	Hotels	Accom for Mgr Infra attending professional development in Perth	115.99
DD36127.1	5/09/2019	Virgin	Flights for Mgr Infra attending professional development in Perth	735.25
DD36127.1	5/09/2019	Agoda	Accom for Mgr Infra attending professional development in Perth	109.00
DD36127.1	11/09/2019	Hotels	Accom for Dir SP&I attending meetings in Perth	120.82
DD36127.1	18/09/2019	Hotels	Credit accom for Dir SP&I attending meetings in Perth	-120.82
DD36127.1	11/09/2019	Qantas	Flight for Dir SP&I attending meetings in Perth	452.97
DD36127.1	11/09/2019	Virgin	Flight for Dir SP&I attending meetings in Perth	332.28
DD36127.1	14/08/2019	Horizon Power	Power bill for CEO (15/06-14/08/19)	357.88
DD36127.1	14/08/2019	Horizon Power	Power bill for Mgr Planning (15/06-14/08/19)	199.38
DD36127.1	2/08/2019	Water Corporation	Water bill for CEO (27/05-29/07/19)	94.56
DD36127.1	5/09/2019	Booking.com	Murdoch Station, Leeming 20 nights' accommodation for Officer 22/09-12/10/19	2,400.00
DD36127.1	16/08/2019	Horizon Power	Power bill for Dir Comm 17/05-17/07/19	3.97
DD36127.1	31/07/2019	Water Corporation	Water bill for Mgr Fin 27/05-29/07/19	437.80
DD36127.1	2/08/2019	Water Corporation	Power bill for Mgr Planning 27/05-29/07/19	179.50
DD36127.1	28/07/2019	Horizon Power	Power bill for Mgr Partnerships 21/08-21/08/19	280.63
DD36127.1	8/08/2019	Water Corporation	Water bill for Mgr Partnerships 29/09-8/08/19	58.92
DD36127.1	18/09/2019	Metro Hotel	2 nights' accommodation for Officer 16-18/09/19	238.00
DD36127.1	20/09/2019	City Of Perth	Parking For CEO Attending Meetings Perth 19 - 20/09/19	6.06
DD36127.1	23/09/2019	Y Guler & S Mutlu	Meal Allowance For CEO Attending Meetings Perth 19 -20/09/19	17.00
DD36127.1	23/09/2019	D Cafe	Meal Allowance For CEO Attending Meetings Perth 19 -20/09/19	11.50
DD36127.1	23/09/2019	City of Perth	Parking For CEO Attending Meetings Perth 19 - 20/09/19	6.06
DD36127.1	23/09/2019	Wilson Parking	Parking For CEO Attending Meetings Perth 19 - 20/09/19	35.00
DD36127.1	9/09/2019	Netregistry	City Domain Registrations	79.75
DD36127.1	9/09/2019	Netregistry	Domain Registration For karrathaleisureplex.som.au	15.95
DD36127.1	11/09/2019	Netregistry	City Domain Registrations	141.50
DD36127.1	13/09/2019	Acquia	Cloud Storage Subscription 01-30/09/19	305.42
DD36127.1	16/09/2019	Safety Culture	Subscription To iAuditor	206.98
DD36127.1	23/09/2019	Serato.com	Serato DJ Suite	491.17
DD36127.1	23/09/2019	serato.com	Serato DJ Suite	491.17
DD36127.1	26/09/2019	Kounta	Software Subscription	260.00
DD36127.1	13/09/2019	Acquia	Cloud Storage Subscription 01-30/09/19	1.78
DD36127.1	23/09/2019	serato.com	Serato DJ Suite FX Fee	8.29
DD36127.1	23/09/2019	serato.com	Serato DJ Suite FX Fee	8.29
DD36127.1	27/09/2019	Zurich Insurance	Insurance Excess For P2067	300.00
DD36127.1	9/09/2019	Karratha Airport	Parking Fee	50.00
DD36127.1	26/09/2019	Karratha Airport	Parking Fee	50.00
DD36127.1	3/09/2019	Slimline Warehouse	iPad Stand KTVC	243.38
DD36127.1	10/09/2019	Karratha Court House	Lodgement Of Prosecution Against Dunstan	141.40
DD36127.1	20/09/2019	Virgin Australia	Return Flights to Perth Meeting with DPLH 25 September 2019	508.00
DD36127.1	20/09/2019	Virgin Australia	Flight Booking Fee	5.06
DD36127.1	20/09/2019	Farinosi And Sons	Farewell Gift C Watts	300.00
DD36127.1	16/09/2019	Mindbody	Fitness Programs WRP	125.00
DD36127.1	23/09/2019	Mood Media	Music for Group Fitness	66.00
DD36127.1	20/09/2019	Novotel Perth	Accommodation for Dir Comm Meetings Perth	178.29
DD36127.1	20/09/2019	Balti Indian	Meal allowance for Dir Comm Meetings Perth	30.50
DD36127.1	9/09/2019	Illion Australia	Comprehensive Financial Report for Preferred Tenderer	396.00
DD36127.1	24/09/2019	Sushi @ Royal	Meal Expense whilst attending meetings in Perth	11.00

Chq/EFT	Date	Name	Description	Amount
DD36127.1	24/09/2019	City Heart Indian	Meal Expense whilst attending meetings in Perth	38.50
DD36127.1	25/09/2019	Croissant Express	Meal Expense whilst attending meetings in Perth	10.00
				19,416.26

Total Payments: 9,792,664.66

10.3 COUNCIL MEETING DATES

File No:	GV.1
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	DAO Corporate Services
Date of Report:	4 November 2019
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

For Council to consider the schedule of dates for Council meetings from December 2019 to December 2020.

BACKGROUND

Council Meetings

At the end of each year, Council is required to consider arrangements for Ordinary Council Meetings (OCM) for the next year in order to provide public notice of dates, times and venues for meetings.

In recent years Council has scheduled its OCM to be held on the third Monday of each calendar month with the exception of the January meeting which on occasion has been held in the fourth week in January depending on which day Australia Day public holiday falls and the December meeting which has been held in the second week.

For the last three years, the June meeting has been rescheduled as the scheduled June meeting coincided with the Developing Northern Australia Conference / Joint Kimberley Pilbara Regional Forum which was attended by Councillors.

OCMs are conducted after business hours at 6.30pm to maximise opportunity for elected members to attend without impacting their work commitments as well as ensuring that members of the public can attend.

The majority of OCMs have traditionally been held in the Council Chambers with one in Wickham and one in Roebourne. The Council has previously considered different meeting frequencies and venues, however a balance has been struck between statutory obligations, customer service obligations to ratepayers and practical turnaround times from an administrative perspective in preparing and collating Council reports and the availability of elected members.

Special Council Meetings

Subject to Ministerial approval of Council's differential rates, the Annual Budget Meeting has generally been held at 3pm on the last working day in June in order to have the budget approved to commence the new financial year. For the 2020/21 Budget, this would mean scheduling the meeting on Tuesday, 30 June 2020.

A general meeting of electors is to be held once every financial year not more than 56 days after Council accepts the annual report for the previous financial year. Council has historically held this meeting immediately prior to the December OCM.

Councillor Briefing Sessions

In addition to the Ordinary Council Meetings, briefing sessions are held each month. Currently briefing sessions are held the Monday a week prior to the Council meeting where Councillors can be briefed on current activities, future initiatives, strategic issues and the forthcoming agenda. These sessions are considered extremely valuable in terms of allowing staff and external parties to brief Councillors and ensuring that Councillors have an opportunity for input early in the deliberative process. It is proposed to continue the current arrangements for Briefing Sessions, however no Briefing Session is proposed for January 2020 owing to the Christmas - New Year break.

School Holidays in WA

The proposed ordinary meetings on 20 January, 20 April and 20 July 2020 coincide with school holiday dates:

School Holidays	Starts	Finishes
First Day of School	3 Feb 2020 (Mon)	
Term 1 Holidays	10 Apr 2020 (Fri)	27 Apr 2020 (Mon)
Term 2 Holidays	4 Jul 2020 (Sat)	19 Jul 2020 (Sun)
Term 3 Holidays	26 Sep 2020 (Sat)	11 Oct 2020 (Sun)
Term 4 Holidays	18 Dec 2020 (Fri)	31 Jan 2021 (Sun)

December 2019 Council Meeting

The Annual Electors Meeting is scheduled to be held at 6pm on 9 December 2019 and the Ordinary Council Meeting is scheduled for 6.30pm on the same date. As the annual audit has not yet been completed, the Annual Report will not be available by 9 December 2019 and the Annual Electors Meeting will need to be rescheduled. In addition, a number of Councillors have been asked to take part in end of year school presentations on the evening of 9 December 2019. To enable Councillors to attend both the OCM and the school presentation, it is proposed to reschedule the OCM to 4pm.

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

This matter has been discussed with Councillors at a briefing session.

COMMUNITY CONSULTATION

Community engagement activities in accordance with the iap² public participation spectrum process to inform are proposed as follows:

Who	How	When	What	Outcome
Community	Advertise in the local newspaper and on the City’s website and on noticeboards.	November 2019	Approved schedule of Council Meeting dates for 2020	Give 12 month’s local public notice of Council meeting dates

STATUTORY IMPLICATIONS

Section 5.3 of the *Local Government Act 1995* requires local governments to hold no less than four Council meetings per year. In accordance with Regulation 12 of the *Local*

Government (Administration) Regulation 1996, at least once each year a local government is to give local public notice of the dates on which and the time and place at which the Ordinary Council Meetings are to be held in the next 12 months. Section 5.27 of the Act provides for Electors’ general meetings.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The proposed meeting schedule presents no significant financial implications.

STRATEGIC IMPLICATIONS

This item is relevant to the Council’s approved Strategic Community Plan 2016-2026 and Corporate Business Plan 2016-2021. In particular, the Operational Plan 2019-2020 provided for this activity:

Programs/Services: 4.a.2.6 Agenda and Minutes Preparation

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	High	Failure to give local public notice of Council meeting dates will breach Statutory requirements.

IMPACT ON CAPACITY

Any variations to the meeting frequency will have an impact on the staff resourcing the Council meeting function, though this is not considered to be significant.

RELEVANT PRECEDENTS

In recent years Council has scheduled the majority of its Ordinary Council meeting on the third Monday of each calendar month commencing at 6.30pm noting that the June meeting has been rescheduled in the past three years as follows:

Rescheduled Ordinary Council meetings	Reason
19 June 2017 to 26 June 2017	Due to the Mayor and the Chief Executive Officer attending the Developing Northern Australia Conference in Cairns
18 June 2018 to 25 June 2018	Due to a number of Councillors attending the Developing Northern Australia Conference in Alice Springs.
17 June 2019 to 28 June 2019	Due to Councillors attending the Joint Kimberley Pilbara Regional Forum in Broome on 10 June and in order to hold the June Briefing Session on 17 June 2019.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 5.25 of the *Local Government Act, 1995* and Regulation 12 of the *Local Government (Administration) Regulations 1996* RESOLVES to:

1. RESCHEDULE the 2019 Annual Electors Meeting to a date to be determined following completion of the annual audit;
2. RESCHEDULE the December 2019 Ordinary Council Meeting to 4pm on 9 December 2019; and
3. ADVERTISE the following schedule for the 2020 Ordinary Council meeting dates of the City of Karratha, noting meeting times will be 6.30pm:

Date	Location
20 January 2020	Council Chambers, Karratha
17 February 2020	Council Chambers, Karratha
16 March 2020	Council Chambers, Karratha
20 April 2020	Roebourne Cultural Complex (Ngunin Centre), 3 Roe Street, Roebourne
18 May 2020	Council Chambers, Karratha
15 June 2020	Council Chambers, Karratha
30 June 2020 @ 3pm (SCM)	Council Chambers, Karratha
20 July 2020	Council Chambers, Karratha
17 August 2020	Wickham Community Hub, Wickham
21 September 2020	Council Chambers, Karratha
19 October 2020	Council Chambers, Karratha
16 November 2020	Council Chambers, Karratha
14 December 2020	Council Chambers, Karratha

Option 3

That Council by SIMPLE Majority pursuant to Section 5.25 of the *Local Government Act, 1995* and Regulation 12 of the *Local Government (Administration) Regulations 1996* RESOLVES to:

1. RESCHEDULE the 2019 Annual Electors Meeting to a date to be determined following completion of the annual audit;
2. RESCHEDULE the December 2019 Ordinary Council Meeting to 4pm on 9 December 2019; and
3. ADVERTISE the following schedule for the 2020 Council meeting dates of the City of Karratha, noting meeting times will be 6.30pm:

Date	Location
20 January 2020	Council Chambers, Karratha
17 February 2020	
16 March 2020	
20 April 2020	
18 May 2020	
15 June 2020	
30 June 2020 (SCM)	
20 July 2020	
17 August 2020	
21 September 2020	
19 October 2020	
16 November 2020	
14 December 2020	

Option 4

That Council by SIMPLE Majority pursuant to Section 5.25 of the *Local Government Act, 1995* and Regulation 12 of the *Local Government (Administration) Regulations 1996* RESOLVES to:

1. RESCHEDULE the 2019 Annual Electors Meeting to a date to be determined following completion of the annual audit;
2. RESCHEDULE the December 2019 Ordinary Council Meeting to 4pm on 9 December 2019; and
3. ADVERTISE the following alternate meeting schedule for the 2019 Council Meetings for the City of Karratha, noting meeting times will be ____pm:

Date	Location
__ January 2020	
__ February 2020	
__ March 2020	
__ April 2020	
__ May 2020	
__ June 2020	
__ June 2020 (SCM)	
__ July 2020	
__ August 2020	
__ September 2020	
__ October 2020	
__ November 2020	
__ December 2020	

CONCLUSION

In order to maintain a balance between timely decision making and the impact on resources, it is proposed to continue the existing arrangements whereby ordinary meetings of Council are held on the third Monday of each month at 6.30pm except for the:

- June meeting which is proposed to be held at the last day of the month (Tuesday, 30 June), in lieu of holding a Special Council meeting, for Council to consider the 2020/21 Operational Plan and the 2020/21 Budget; and
- December meeting which is proposed to be brought forward by one week.

The proposal also continues the established arrangements for Councillor Briefing Sessions, and ten Ordinary Council Meetings being held in the Council Chambers, one in Roebourne and one in Wickham.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 5.25 of the *Local Government Act, 1995* and Regulation 12 of the *Local Government (Administration) Regulations 1996* RESOLVES to:

1. **RESCHEDULE** the 2019 Annual Electors Meeting to a date to be determined following completion of the annual audit;
2. **RESCHEDULE** the December 2019 Ordinary Council Meeting to 4pm on 9 December 2019; and
3. **ADVERTISE** the following schedule for the 2020 Ordinary Council meeting dates of the City of Karratha, noting meeting times will be 6.30pm:

Date	Location
20 January 2020	Council Chambers, Karratha
17 February 2020	Council Chambers, Karratha
16 March 2020	Council Chambers, Karratha
20 April 2020	Roebourne Cultural Complex (Ngurin Centre), 3 Roe Street, Roebourne
18 May 2020	Council Chambers, Karratha
30 June 2020	Council Chambers, Karratha
20 July 2020	Council Chambers, Karratha
17 August 2020	Wickham Community Hub, Wickham
21 September 2020	Council Chambers, Karratha
19 October 2020	Council Chambers, Karratha
16 November 2020	Council Chambers, Karratha
14 December 2020	Council Chambers, Karratha

10.4 KEY PERFORMANCE MEASURES FOR QUARTER 1 OF 2019-2020

File No: CM.89
Responsible Executive Officer: Director Corporate Services
Reporting Author: Manager Governance and Organisational Strategy
Date of Report: 28 October 2019
Applicant/Proponent: Nil
Disclosure of Interest: Nil
Attachment: Nil

PURPOSE

To provide Council with an update on the Quarter 1 (July - September 2019) performance against the Operational Plan 2019-20.

BACKGROUND

There are four strategic themes in the Strategic Community Plan 2016-2026, which are delivered through 122 Key Programs and Services outlined in the Corporate Business Plan. These are in turn delivered through 162 ongoing projects and actions, which are reported against 90 performance measures 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	46	75	37
Our Economy	14	16	9
Our Natural & Built Environment	26	32	11
Our Leadership	36	39	33
TOTAL	122	162	90

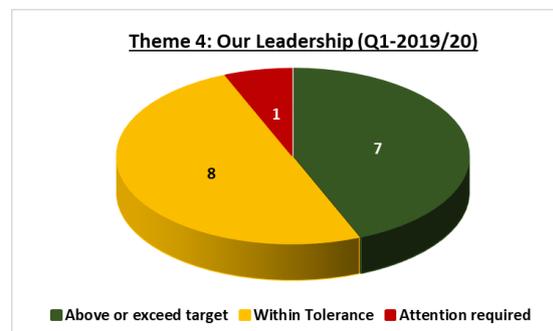
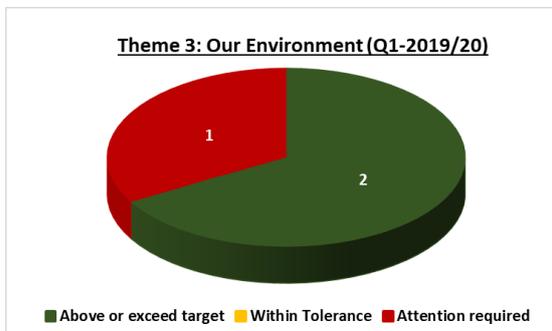
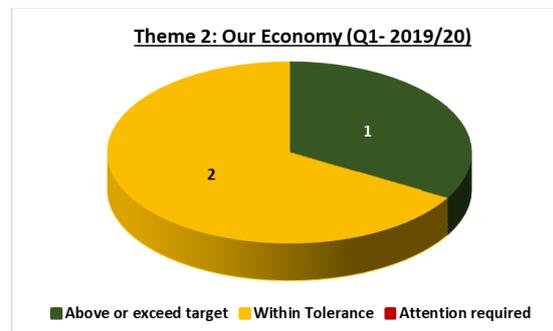
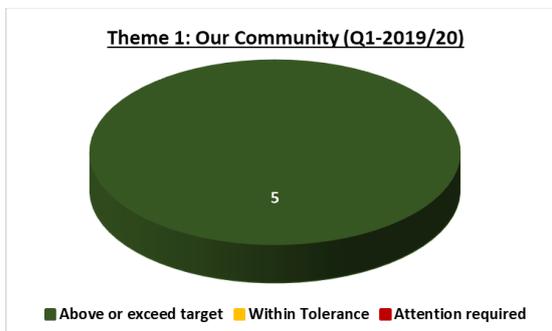
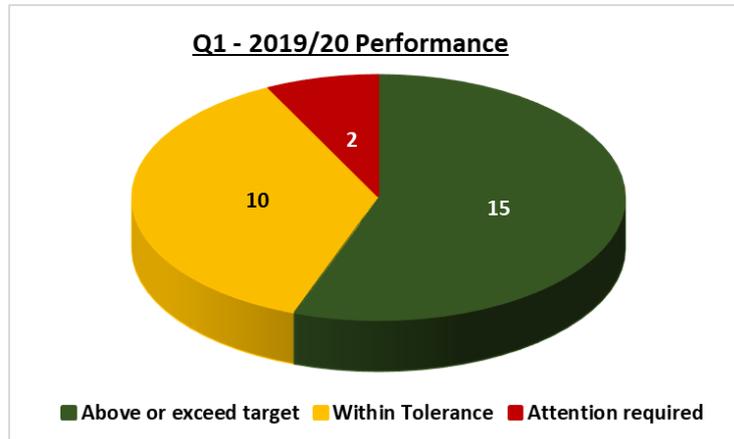
One of the processes supporting the Integrated Strategic Planning (ISP) Framework is quarterly reporting against the performance measures to monitor performance and respond to changing priorities.

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 90 performance measures, 27 KPIs are measured this quarter. The results for Quarter 1 are indicated below:



25 (92.6%) of the Quarter 1 performance measures exceeded the target or were within tolerance levels, including:

- Overall attendances continue to grow at the Karratha Leisureplex and Wickham Recreation Precinct in excess of last year’s estimates for the same time. Areas attracting greatest interest are gym, group fitness and swimming lessons. WRP had a 29.7% increase in attendances on past estimates with the introduction of new programs.
- Library attendances are a new measure for this year and attendances have exceeded estimates by 25.4%. A 28% increase was noted at Dampier drawing in 5757 patrons. The Wickham library also was up 47.8% mainly driven by additional school visits to the new precinct.
- Facebook engagements and interactions continue to be strongly received with particular interest in the Karratha 50th Birthday video, tip shop promotions and looking down memory lane with the Monday Memory program.

- 211.3 hectares of undeveloped residential zoned land ready to be subdivided/developed has not changed during period however draft Mulataga Structure Plan has been received and referred to DPLH for preliminary review. Scheme amendment for former Nickol Bay Hospital site to be adopted following public advertising.
- Interest is growing in the market for an available 71.2 hectares of undeveloped industrial lots for sale. A detailed review of changes will be undertaken in the next 3 months.
- Community awareness of recycling waste products is improving. In 2018/19 there was an average of 31.5% of household waste being diverted away from landfill whilst in the recent quarter that figure had jumped to 44%.

Two (7.4%) 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 Natural and Built Environment – Thriving and Sustainable	3.c.2.1 Kerbside (Household) Waste Collection Service	3.c.2.1.b Reduce contamination rates for residential kerbside recycling services	Target: 10% Q1 Outcome: 23.3%	Increasing rate of contaminated recycling diverted back to 7 Mile landfill and metro MRF. City promotion being instigated to educate the community on proper recycling practices.
Our Leadership – Responsive and Accountable	4.a.1.1 Marketing Services	4.a.1.1.b Percentage of media releases picked up by the local media	Target: 95% Q1 Outcome: 86.6%	2 media releases not picked up relating to consultation on the youth strategy and the Rio Tinto partnership award.

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 2019-2020 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 2019-2020.

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 92.6% of the 27

performance measures were achieved or substantially achieved in Quarter 1 as at 30 September 2019.

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 2019/20.

10.5 RECORD KEEPING POLICY REVIEW

File No:	IT.11
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Manager Information Systems
Date of Report:	23 October 2019
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	CI-02 Record Keeping policy

PURPOSE

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

BACKGROUND

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

Although not due until December 2020, Council policy CI-02 - Record Keeping has been reviewed in order to facilitate implementation of the City's Digital Records Strategy.

Currently all City records marked for disposal are disposed of in accordance with the General Disposal Authority for Local Government Records. It is proposed that CI-02 Record Keeping policy be updated to also enable records to be disposed of in accordance with the General Disposal Authority for Source Records.

The scheduled review of this policy is proposed to be every three years given the relatively low risk associated with the policy.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place with the Records Management Coordinator and the Director Corporate Services.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

The General Disposal Authority for Source Records will allow for quality controlled digitisation and legal destruction of hardcopy (source) records that would previously have been retained longer term, according to their sentencing requirements. The electronic reproductions will then be used as the official business record which forms part of the City's Digital Records Strategy.

POLICY IMPLICATIONS

The proposed amendment to CI-02 Record Keeping Policy will facilitate the implementation of the City’s Digital Records Strategy.

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

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	The proposed changes to the policy will enable implementation of City’s Digital Records Strategy.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

CI-02 Record Keeping policy was last reviewed by Council in December 2018.

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 Council policy CI-02 Record Keeping policy as amended pending further review.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ADOPT the attached Council policy CI-02 Record Keeping subject to the following changes:

CONCLUSION

Council’s Record Keeping Policy has been reviewed and amendment proposed to enable quality controlled digitisation and legal destruction of hardcopy records.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ADOPT the revised Council Policy CI-02 - Record Keeping as attached to this report.

10.6 NOVEMBER 2019 BUDGET REVIEW

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Management Accountant
Date of Report:	31 October 2018
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Detailed Budget List of Amendments by Account

PURPOSE

For Council to consider the first quarter review of the 2019/20 budget. The attached report identifies accounts that are expected to have material or confirmed variances compared to the original or current budget and therefore require budget amendment. Council consideration is sought for the allocation of surplus funds.

BACKGROUND

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

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

As a result of this review a budget surplus of \$2,290,995 (as at 30/06/2020) is projected. Following is a summary of significant changes:

Item	Savings / (Cost)	Explanation
Operating Revenue		
Cyclone Veronica DRFAWA	\$2,840,735	Tropical Cyclone Veronica reimbursement from DRFAWA
Cyclone Veronica	\$213,723	Tropical Cyclone Veronica property insurance claim
Dampier Foreshore Funding	\$1,500,000	LotteryWest funding for Dampier Foreshore
REAP and Welcome Park Contributions	\$1,540,000	Final funding for Red Earth Arts Precinct and Welcome Park from Woodside, Rio Tinto, Department of Infrastructure and NSRF
GST Overcharges	\$676,518	Overcharge of GST on various contracts
OECD Sponsorship	\$426,000	Sponsorship for OECD conference to be held in Karratha
Bayview Footpath Funding	\$334,762	Woodside funding for Bayview footpath stage 5B
Local Road Grant	\$245,161	2019/20 final grant allocation received July 2019
Interim Rates	\$265,948	Adjustment for increase in rates from Resource Sector Rating offset by timing of rates to be received for Tambrey Shopping Centre and Bay Village and credit for Vicinity
Interest	(\$313,643)	Actual interest rates on investments less than original budget

Operating Expenditure		
Quarter Hotel Contribution	\$10,000,000	Project forecast to be completed December 2020
Quarter Hotel Initial Costs	(\$126,252)	Initial costs associated with the Quarter Hotel
HHBSC Marina Contribution	\$1,687,258	Anticipate contractors scope completed Nov/Dec, remainder of project to be recashflowed into 2020/21
Wickham Aquatic Works	(\$850,051)	Additional works associated with Wickham Aquatic Centre, funded by Rio Tinto
Employment Costs	(\$586,166)	Net increase of 5 FTE
OECD Conference	(\$500,000)	Cost of delivering OECD conference in Karratha, funding of \$350,000 to be received
Non-Operating Expenditure/Revenue		
Cyclone Veronica	(\$982,133)	Final road repairs completed
Hextra Screen	(\$861,000)	
Bayview Road Footpath	(\$415,000)	Additional works on Bayview Road footpath, \$335k funded by Woodside
REAP LED Light Works	(\$150,000)	Replacement/repair of LED lights on exterior of Red Earth Arts Precinct
Airport Infrastructure	(\$235,000)	Crack sealing on Western runway and works on Bayly Avenue
Wickham Community Hub	(\$226,894)	Adjustments for final contractor invoices and public art
Andover Park	\$784,169	Project to be completed in 2020/21 financial year
Net Reserve Movements	(\$14,780,606)	Net Reserve movements including \$10M for Quarter Hotel and \$1.5M for Dampier Foreshore and transfer to reserve for funds received for REAP and Welcome Park

Local Government Insurance Scheme (LGIS)

In addition to the above, the City has received notification from LGIS advising that in 2018/19 the Scheme produced a surplus, the City’s share of which is \$174,870. LGIS advises the surplus is a consequence of a lower than anticipated number of claims in property and WorkCare; a better than expected performance in investments; and a reduced requirement of the capital needed to be carried by the Scheme.

This surplus distribution is available and the City can choose to receive the surplus as a refund; opt for LGIS to retain the funds to offset the contribution for next financial year; or for LGIS to hold the amount in trust for risk mitigation activities.

New Initiatives

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

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

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

PROJECT TITLE	PROJECT DESCRIPTION	Total Costs 2019/20 \$	Municipal Funds \$	External Funding \$	Reserve Funds \$
Sports Field Lighting Renewal	Redevelopment of Wickham Oval lighting, fully funded by Rio Tinto	410,000	-	-	410,000

Karratha Leisureplex – Energy	Continue to implement energy efficiency measures including LED lights over courts and exploring solar	130,000	130,000	-	-
Karratha Leisureplex Redevelopment – Design Work	Design Work for Major Upgrade Programs at KLP including - Shade, enclosing courts and/or other major upgrades.	150,000	150,000	-	-
Air Freight Study	Determine the actual demand for a direct air freight service into Karratha including the inbound and outbound demand and products, restrictions, carrier interest, infrastructure, customs and quarantine requirements to enable the City (or other proponent) to advance the establishment of a direct air freight service into Karratha Airport.	50,000	50,000	-	-
Web Development	Audit of Council's Facebook Page and seven Websites is being undertaken. Results being presented to Dec Briefing. Funds to implement recommendations.	300,000	300,000	-	-
Housing Investment Strategy	Project management and advisory services	250,000	250,000	-	-
Designated Area Migration Agreement	Funds to engage 3rd party to review need for migration, options for migration and best model/s for City of Karratha.	65,000	65,000	-	-
Walking/Jogging Routes	Implementation of way finding signage and route signage across footpath network. Increase promoted routes to approx. 85kms of footpath, currently only 20km are marked. Link key facilities.	70,000	55,000	15,000	-
Wickham Daycare Demolition	Demolition old Wickham Daycare Building. No longer required. In bad condition.	150,000	150,000	-	-
Brand guidelines refresh	Review of the City's existing brand guidelines and refresh to improve the application of the City of Karratha corporate identity and brand. Includes visual and written elements, internal templates and stationary and guides for external stakeholders (funding recognition guide, press kits, factsheets etc).	30,000	30,000	-	-
Karratha Leisureplex Carpark	Replacing stones with paving. Front access carpark completed. Proposal is to do rear car park as well	60,000	60,000	-	-
Admin Alarm System	Complete the implementation of the Admin Building Alarm System (partially implemented a number of years ago)	30,000	30,000	-	-
Depot - Extension of soil, sand material storage bunkers	Length of bunkers are short resulting in contamination of the material stored. Bunkers do not have any covers to protect material form contamination.	35,000	35,000	-	-
Altus	Licence, implementation, training and data migration for new Altus modules. Modules are to be confirmed, potentially including ECM, Payroll, Bank Rec and others to be confirmed	350,000	350,000	-	-
PUC Funding	Provide support funding for the Pilbara University Centre.	150,000	150,000	-	-

Building Management Systems	Standardise and centralise the Building Management Systems. Allows for remote management of building control systems (lighting, air conditioning etc.) by Building Maintenance from a single user interface, on desktop or mobile devices.	75,000	75,000	-	-
Mayoral Vehicle	Purchasing of vehicle for the Mayor in lieu of paying mileage.	36,000	36,000	-	-
CCTV	Implementation of priority areas of CCTV Strategy. As per Council report to Nov 2019.	437,000	300,000	-	137,000
Hydrogen Study	Prepare documentation (via consultant) that demonstrates why we are the right place for to be Australia's Hydrogen Capital	30,000	30,000	-	-
Electronic Scoreboard	Install Electronic Scoreboard as requested by local sports clubs	36,000	36,000	-	-
Pond 3 liner	Replacement of existing old Clay liner installed in 1992	123,000	-	-	123,000
CDS Shed 7 Mile	Pending nomination, construct processing facility res#154421	375,000	-	-	375,000
CDS Shed WTS	Pending nomination, construct processing facility res#154421	136,600	-	-	136,600
Karratha Airport Terminal	International Terminal Compliance Works, Design Consultant pending securing airline	75,000	-	-	75,000
TOTAL		3,553,600	2,282,000	15,000	1,256,600

Fees & Charges

The 2019/20 Schedule of Fees and Charges has also been reviewed by Officers and the following new fees are proposed for the Karratha Visitors Centre Meeting Room, effective from 1 January 2020:

Account	Description	Proposed Amended/New Fee (incl GST)
375112	KTVC Meeting Room Hire (per hour) - Commercial	\$30.00
375112	KTVC Meeting Room Hire (per hour) - Community Group / Not-for-profit	\$15.00

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

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

COMMUNITY CONSULTATION

The results of the Budget Review will be presented to the community in a media release. Local public notice of the new fees and charges will be given if approved by Council.

STATUTORY IMPLICATIONS

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

Section 6.16 and 6.19 of the *Local Government Act 1995* provides for amending fees and charges during a financial year.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The report considers the financial position of the Council to the end of September 2019 and makes various amendments as determined by management to ensure the budget represents the most current reflection of Council’s activities for the remainder of the 2019/20 financial year.

If Council approves the allocation of identified surplus funds as indicated above, the following table summarises the overall adjustments required to the budget as a result of the Budget Review and Ordinary Council Meetings for 2019/20:

	Current Budget 2019/20	Proposed Amended Budget 2019/20	Budget Movement
Operating Expense	(104,663,887)	(96,290,736)	8,373,151
Operating Revenue	101,706,903	109,522,831	7,815,928
Non Operating Expense	(52,917,547)	(57,387,240)	(4,469,693)
Non Operating Revenue	34,476,233	20,764,581	(13,711,652)
Non Cash Items Included	19,988,799	19,253,807	(734,992)
Restricted PUPP Surplus BFWD 18/19	805,297	656,270	(149,027)
Unrestricted Surplus BFWD 18/19	1,276,159	3,941,964	2,665,805
Restricted PUPP Surplus CFWD	644,630	452,483	(192,147)
Surplus/ (Deficit) 19/20	27,327	8,995	(18,332)

The net proposed position after this review is a proposed surplus as at 30/06/2020 of \$8,995.

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 2019-2020 provided for this activity:

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

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	Minimal dependency on external funding for the proposed New Initiatives.

Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Moderate	Community expectation will be increased based on the New Initiatives proposed being delivered in 2019/20.
Compliance	Low	The City’s first budget review is not a legislative requirement.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council conducted two budget reviews in the 2018/19 financial year in line with statutory provisions and management practices and has continued the practice of multiple reviews in the 2019/20 year.

VOTING REQUIREMENTS

Absolute Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by ABSOLUTE Majority pursuant to Regulation 33A of the *Local Government (Financial Management) Regulations 1996* RESOLVES to ADOPT the 2019/20 First Quarter Budget Review (excluding the new initiatives) which results in a proposed surplus as at 30/06/2020 of \$2,290,995.

Option 3

That Council by ABSOLUTE Majority pursuant to Regulation 33A of the *Local Government (Financial Management) Regulations 1996* RESOLVES to:

1. ADOPT the 2019/20 First Quarter Budget Review (excluding the new initiatives); and
2. CONSIDER options for the surplus funds (including the new initiatives) at the December Ordinary Council Meeting.

Option 4

That Council by ABSOLUTE Majority pursuant to Regulation 33A of the *Local Government (Financial Management) Regulations 1996*, RESOLVES to ADOPT the Proposed 2019/20 Budget Amendments presented in the Budget Review subject to the following changes:

1. _____
2. _____

CONCLUSION

The amendments in the attachments reflect the City’s operations for the remainder of the financial year including proposed new initiatives funded from the forecast surplus.

OFFICER'S RECOMMENDATION

That Council by ABSOLUTE Majority pursuant to Section 33A of the *Local Government (Financial Management) Regulations 1996* RESOLVES to:

- ADOPT the 2019/20 First Quarter Budget Review (incorporating the following and attached amendments) which results in a proposed surplus as at 30/06/20 of \$8,995:

PROJECT TITLE	PROJECT DESCRIPTION	Total Costs 2018/19 \$	Municipal Funds	External Funding	Reserve Funds
Sports Field Lighting Renewal	Redevelopment of Wickham Oval lighting, fully funded by Rio Tinto	410,000	-	-	410,000
Karratha Leisureplex – Energy	Continue to implement energy efficiency measures including LED lights over courts and exploring solar	130,000	130,000	-	-
Karratha Leisureplex Redevelopment – Design Work	Design Work for Major Upgrade Programs at KLP including - Shade, enclosing courts and/or other major upgrades.	150,000	150,000	-	-
Air Freight Study	Determine the actual demand for a direct air freight service into Karratha including the inbound and outbound demand and products, restrictions, carrier interest, infrastructure, customs and quarantine requirements to enable the City (or other proponent) to advance the establishment of a direct air freight service into Karratha Airport.	50,000	50,000	-	-
Web Development	Audit of Council's Facebook Page and seven Websites is being undertaken. Results being presented to Dec Briefing. Funds to implement recommendations.	300,000	300,000	-	-
Housing Investment Strategy	Project management and advisory services	250,000	250,000	-	-
Designated Area Migration Agreement	Funds to engage 3rd party to review need for migration, options for migration and best model/s for City of Karratha.	65,000	65,000	-	-
Walking/Jogging Routes	Implementation of way finding signage and route signage across footpath network. Increase promoted routes to approx 85kms of footpath, currently only 20km are marked. Link key facilities.	70,000	55,000	15,000	-
Wickham Daycare Demolition	Demolition old Wickham Daycare Building. No longer required. In bad condition.	150,000	150,000	-	-
Brand guidelines refresh	Review of the City's existing brand guidelines and refresh to improve the application of the City of Karratha corporate identity and brand. Includes visual and written elements, internal templates and stationary and guides for external stakeholders (funding recognition guide, press kits, factsheets etc).	30,000	30,000	-	-

Karratha Leisureplex Carpark	Replacing stones with paving. Front access carpark completed. Proposal is to do rear car park as well	60,000	60,000	-	-
Admin Alarm System	Complete the implementation of the Admin Building Alarm System (partially implemented a number of years ago)	30,000	30,000	-	-
Depot - Extension of soil, sand material storage bunkers	Length of bunkers are short resulting in contamination of the material stored. Bunkers do not have any covers to protect material from contamination.	35,000	35,000	-	-
Altus	Licence, implementation, training and data migration for new Altus modules. Modules are to be confirmed, potentially including ECM, Payroll, Bank Rec and others to be confirmed	350,000	350,000	-	-
PUC Funding	Provide support funding for the Pilbara University Centre.	150,000	150,000	-	-
Building Management Systems	Standardise and centralise the Building Management Systems. Allows for remote management of building control systems (lighting, air conditioning etc.) by Building Maintenance from a single user interface, on desktop or mobile devices.	75,000	75,000	-	-
Mayoral Vehicle	Purchasing of vehicle for the Mayor in lieu of paying mileage.	36,000	36,000	-	-
CCTV	Implementation of priority areas of CCTV Strategy. As per Council report to Nov 2019.	437,000	300,000	-	137,000
Hydrogen Study	Prepare documentation (via consultant) that demonstrates why we are the right place for to be Australia's Hydrogen Capital	30,000	30,000	-	-
Electronic Scoreboard	Install Electronic Scoreboard as requested by local sports clubs	36,000	36,000	-	-
Pond 3 liner	Replacement of existing old Clay liner installed in 1992	123,000	-	-	123,000
CDS Shed 7 Mile	Pending nomination, construct processing facility res#154421	375,000	-	-	375,000
CDS Shed WTS	Pending nomination, construct processing facility res#154421	136,600	-	-	136,600
Karratha Airport Terminal	International Terminal Compliance Works, Design Consultant pending securing airline	75,000	-	-	75,000
TOTAL		3,553,600	2,282,000	15,000	1,256,600

2. IMPOSE the following new fees and charges with effective from 1 January 2020:

Account	Description	Amended/New Fee (Inc GST)
375112	KTVC Meeting Room Hire (per hour) – Commercial	\$30.00
375112	KTVC Meeting Room Hire (per hour) – Community Group/Not-for-profit	\$15.00

3. REQUEST that LGIS refund the City’s share of the Scheme’s 2019 surplus.

11 COMMUNITY SERVICES

11.1 DRAFT YOUTH STRATEGY 2019-2024

File No:	CS.105
Responsible Executive Officer:	Director Community Services
Reporting Author:	Youth Services Coordinator
Date of Report:	28 October 2019
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Draft Youth Strategy 2019-2024

PURPOSE

For Council to consider the public comment and to adopted the updated Draft Youth Strategy 2019-2024.

BACKGROUND

A review of youth needs and aspirations throughout the City of Karratha was commenced in 2017 with a view to identifying the services and support required and the most appropriate and effective role for Council in youth service provision.

The needs of our youth and issues within the youth sector cover a broad spectrum and accordingly a variety of services are required. This includes extra-curricular school programs, sport and recreation, arts and culture, libraries, creative programs, mental health, diversionary programs, training and youth justice support. The City of Karratha plays a significant role in the provision, coordination and funding of many of these areas.

At the January 2019 Ordinary Council Meeting (OCM) the Draft Youth Services Strategy was laid on the table pending provision of a simplified document suitable for public comment. This document was presented to Council at the August 2019 OCM and it was resolved to advertise for public comment.

The Strategy identifies a set of guiding principles, broad outcomes and measures for the City in the following priority areas:

- Community safety;
- Empowerment and advocacy;
- Accessibility and inclusivity; and
- Personal Development.

Whilst currently the City is working in many of these areas the strategy will create a more consistent and coordinated approach within the City and alignment with the broader youth sector. The Strategy intends to enhance coordination of youth service delivery through improved partnerships with key agencies and stakeholders.

Overall the feedback was supportive of the Strategy and its focus. The main feedback centred on how the stakeholders could work with the City on the delivery of the initiatives. More detailed information is provided in the Consultation section of this report.

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, cultural & wellbeing issues and parties affected.

COUNCILLOR/OFFICER CONSULTATION

The Council was provided briefings on the development of the Youth Strategy in October and November 2018. Council has previously laid the Draft Youth Strategy on the table at the January 2019 OCM pending provision of a simplified document suitable for public comment. Further briefings were provided to Council in April and May 2019. Most recently, the draft Youth Strategy document was presented to Council at the August 2019 OCM.

Consultation has taken place between the Executive Management Team, Community Services Directorate Managers, Coordinators and Officers in the development of the Strategy.

COMMUNITY CONSULTATION

The Draft Youth Strategy was made available for public comment from the month of September. 60 stakeholders were contacted via email and invited to provide feedback and the general public were invited to make comment via the City of Karratha Facebook account.

25 stakeholders provided feedback in total;

- 15 youth sector stakeholders provided feedback, from 9 different agencies;
- 9 State Government stakeholders provided feedback, from 5 different agencies; and
- 1 community member.

Community engagement activities in accordance with the iap² public participation spectrum process to consult occurred as follows during the public comment period:

Who	How	When	What	Outcome
Public – General Invitation	Facebook	4 Sept & 25 Sept	<ul style="list-style-type: none"> • Post inviting comment on Strategy • Reach 4,526 	<ul style="list-style-type: none"> • 1 community member made comment
Community Member	Written feedback	September 2019	<ul style="list-style-type: none"> • Draft Youth Strategy encompasses and well defines the major aspects needed to support growth and development opportunities for youth • Suggestion to allocate resources to developing science, technology, engineering, mathematics programs and ideas provided 	<ul style="list-style-type: none"> • Programs to be developed as part of Operational Plan and this suggestion and ideas to be considered
WA Police	In person consult and written feedback	September 2019	<ul style="list-style-type: none"> • Supportive of the broad approach to engaging youth, specifically crime diversion activities • City Youth Staff have strong relationships and therefore are the integral link between youth and specialist services through referrals, reports and informal case management/youth work which positively impacts WAPOL particularly in Wickham • Full consultation report requested • Data is now two years old 	<ul style="list-style-type: none"> • City Youth Services will continue to work closely with WAPOL • Full consultation report supplied • Audit of existing services document available upon request • Data will be refreshed through annual Youth Survey (in addition to ongoing informal consultation with youth)

			<ul style="list-style-type: none"> • Audit of existing services could be attached so service provision and gaps can be discussed 	
WA Country Health Service - Population Health	In person consult	September 2019	<ul style="list-style-type: none"> • Supportive of initiatives, particularly any that will improve and enhance pathways to employment, workforce opportunities etc. • Use of consistent language throughout document starting with Guiding Principles suggested • Focus on improving liveability through meeting basic public health needs, needs to be a focus. E.g. enough Doctors in the City of Karratha, accessible services for youth support, pathways and traineeships to support local people/youth into workforce • Qualitative evaluation methods important to measure impact of programs 	<ul style="list-style-type: none"> • Audit of existing services document available upon request • Guiding Principles reviewed, minor changes made • Qualitative measures of evaluation to be considered / devised as part of Operational Plan development
Mission Australia Drug and Alcohol Service	In person consult	September 2019	<ul style="list-style-type: none"> • Supportive of co-location model but outreach will remain a requirement to best service the region • Colocation model including service level agreements between youth sector service providers will best be done via consultation and involvement with stakeholders • Age group City will target is not clear 	<ul style="list-style-type: none"> • Consultation with stakeholders regarding co-location at The Youth Shed facility to occur late 2019/early 2020 • City's target age group of youth made clear in Strategy
Rural Health West	Written feedback	September 2019	<ul style="list-style-type: none"> • Draft Youth Strategy aligns with Growing a Healthy Child in the Pilbara, as some priority areas for action and initiatives align 	
Hope Community Services	Written feedback	September 2019	<ul style="list-style-type: none"> • Draft Youth Strategy shows a clear need for youth wellbeing and health as a priority • Supportive of a Youth Advisory Group • Full consultation report requested • Data is now two years old • More information from previous research requested • Many operational suggestions, ideas and queries • Interested in partnering to deliver initiatives where there are shared outcomes 	<ul style="list-style-type: none"> • City Youth Services will continue to work and partner with Hope to address and improve youth wellbeing • Full consultation report supplied • Data will be refreshed through annual Youth Survey (in addition to ongoing informal consultation with youth) • Research to be provided
WA Country Health Service – Child and Adolescent Mental Health	Written feedback	September 2019	<ul style="list-style-type: none"> • Operational feedback related to service delivery – specifically around targeted programming as required, and focusing on employment pathways and traineeships, social enterprises and skill development 	<ul style="list-style-type: none"> • Deliverables (programs) and partnerships to be developed as part of Operational Plan, all suggestions will be considered and explored
headspace Pilbara	In person consult and written feedback	September 2019	<ul style="list-style-type: none"> • City plays a strong role service provision for young people through sports, leisure and recreation as the gateway for delivery 	<ul style="list-style-type: none"> • Consultation with headspace Pilbara regarding co-location at The Youth Shed facility is ongoing as part of

			<ul style="list-style-type: none"> • City Youth Staff and other City Staff are integral as youth have many touchpoints with the City. This is important because of the strong relationships formed, that can positively impact youth social, cultural and emotional wellbeing • Guiding Principles could be expanded/reviewed to be more clear on what each principle means • Colocation model including service level agreements between youth sector service providers will best be done via consultation and involvement with stakeholders • Full consultation report requested • Data is now two years old • Audit of existing services should be attached so service provision and gaps can be discussed (they are not in the draft strategy) 	<p>current Service Level Agreement and will continue</p> <ul style="list-style-type: none"> • Data will be refreshed through annual Youth Survey (in addition to ongoing informal consultation with youth) • Guiding Principles reviewed, minor changes made • Summary within Strategy reviewed and amended to recognise City's current contributions and engagement within youth servicing • Audit of existing services document available upon request • Full consultation report supplied
Dept. of Sport and Cultural Industries	Written feedback	September 2019	<ul style="list-style-type: none"> • Supportive of the Draft Youth Strategy • Keen to understand how they can assist in delivering initiatives and potential partnerships • Links to State Gov strategies and other external best practice frameworks are not discussed and are relevant • Audit of existing services should be attached so service provision and gaps can be discussed (they are not in the draft strategy) • Qualitative evaluation methods important 	<ul style="list-style-type: none"> • City of Karratha will continue to work with DLGSC to develop and deliver youth engagement programs • State Gov strategies were researched and considered during the development of the Strategy • Best practice service models have been researched during development of the Strategy and will influence operations • Qualitative measures of evaluation to be devised • Audit of existing services document available upon request
Clontarf Academy	In person consult	September 2019	<ul style="list-style-type: none"> • Supportive of the 5-year Draft Youth Strategy and noted it is important to understand the bigger picture for greatest impact • Keen to work closely with City Youth Services in planning and development stages of programming, events etc. so ensure complementary content 	<ul style="list-style-type: none"> • City Youth Services, particularly Western Corridor, will continue a positive working relationship with Clontarf Academy and seek to improve liaison about program planning
Dept. of Communities	Written feedback	September 2019	<ul style="list-style-type: none"> • It is clear the Priority Areas came from the consultation which is positive • Map and gap addressing service gaps would be helpful to review 	<ul style="list-style-type: none"> • Audit of existing services document available upon request and was developed and applied in development of Draft Youth Strategy
Pathways Therapeutic Services	Written feedback	October 2019	<ul style="list-style-type: none"> • Supportive of the Priority Areas identified for young people • Physical and emotional safety crucial to making Karratha a liveable City • Transport can be improved and made more efficient, particularly linking east to west 	<ul style="list-style-type: none"> • Feedback has been reviewed and considered for current and future service provision • Feedback can be linked to several identified initiatives in the Draft Youth Strategy

			<ul style="list-style-type: none"> • Healthy fast-food options that are youth-friendly would create opportunities for youth to convene at venues and improve nutrition • Mental health promotion programs that raise awareness, improve knowledge are critical • Recreational programs that positively engage youth in social activities and reduce boredom are required 	<ul style="list-style-type: none"> • City services are working to enhance the marketing and promotions of recreational programs and activities, to raise awareness of what's on, what's available etc.
Yaandina Community Services	In person consult	October 2019	<ul style="list-style-type: none"> • Supportive of and interested in the colocation model proposed at The Youth Shed • Strong focus on Indigenous engagement at all levels of service provision required • Discussion around engagement and lack thereof for 16-24 year olds and how best to engage this age group 	<ul style="list-style-type: none"> • City will consult with Yaandina Karratha Youth Services regarding colocation at The Youth Shed • Indigenous engagement is and will continue to be a priority, and consultation with young people directly • City will continue to connect with Yaandina to collaborate on shared outcomes and share information and ideas
Karratha Senior High School	In person consult	October 2019	<ul style="list-style-type: none"> • Supportive of the Draft Youth Strategy and particularly supportive of and interested in the development of a Youth Advisory Group 	<ul style="list-style-type: none"> • City Youth Services to connect with KSHS in development of Youth Advisory Group
St. Luke's College	In person consult	October 2019	<ul style="list-style-type: none"> • Supportive of the holistic approach taken in the Draft Youth Strategy • Supportive of initiatives, particularly those relating to employment pathways, mentoring, Youth Advisory Group 	<ul style="list-style-type: none"> • City Youth Services to continue working with St. Luke's to implement responsive initiatives

Summary of Community Consultation:

- All stakeholders who provided feedback are complimentary and supportive of the City's draft Youth Strategy and the Priority Areas for Action that have been identified.
- Many stakeholders spoke of the importance of the City's Youth Staff and the role they play as an integral link in a whole of community approach to servicing young people, particularly in Wickham.
- Almost all stakeholders who engaged in providing feedback are interested in partnering with the City to deliver on the identified initiatives and outcomes.
- Several stakeholders are interested in supporting the development of a Youth Advisory group, further exploring the under 11's gap in service provision, and being engaged in the consultation process regarding the colocation of youth services at The Youth Shed.

STATUTORY IMPLICATIONS

There are no statutory implications.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The budget for Youth Services in 2019/20 (including The Youth Shed and The Base) is \$1,628,000. It is estimated that the initiatives in this strategy will incur an extra annual cost of \$195,000, with the major component of the increase being for the relocation of the Indoor Play Centre which has already been approved by Council.

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 2019-2020 provided for this activity:

Programs/Services:	1.c.2.2	Youth Services
Projects/Actions:	1.c.2.2.1	Develop and Implement Youth Services 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	Low	There may be some associated costs with stakeholder consultation
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Moderate/Low	The City has previously been criticised for not focussing on youth and adequate youth services, specifically not responding to the needs of disadvantaged and at risk youth.
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 has previously endorsed the Draft Youth Strategy 2019-2024 for public comment, and the Youth Development Engagement Plan 2015-2017.

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 Draft Youth Strategy 2019-2024 and instructs Officers to:

1. _____
2. _____

CONCLUSION

Officers have undertaken the development of a Youth Strategy that provides clarity on the role the City should play in the delivery and support of youth services and programmes across all townships. The strategy has now gone through a period of public consultation that

has been broadly supportive and resulted in some minor changes. The updated draft Youth Strategy is presented to Council for adoption.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ADOPT the Draft Youth Strategy 2019-2024.

11.2 DRAFT CCTV STRATEGY 2019-2024

File No:	CS.91
Responsible Executive Officer:	Director Community Services
Reporting Author:	Community Safety Coordinator
Date of Report:	24 October 2019
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Draft CCTV Strategy 2019 – 2024

PURPOSE

For Council to consider adopting the Draft Closed Circuit Television (CCTV) Strategy 2019 – 2024.

BACKGROUND

The use of CCTV technology has become increasingly popular to address crime and community safety issues. Research into the effectiveness of CCTV as a crime prevention tool has shown mixed results, particularly when it has been installed in isolation and without consideration of additional or supporting security and crime prevention measures.

The City of Karratha has shown a commitment to addressing the community safety needs of its community, assets and employees in the most appropriate manner, which may include the application of CCTV surveillance systems. The City currently has 13 sites with CCTV, totalling 313 cameras but does not have a coordinated approach.

In order to maximise the potential benefits of CCTV, a thorough assessment of the need and purpose (or objective) for the CCTV installation should be undertaken, as well as an understanding of its strengths and limitations. A summary of CCTV strengths and limitations are outlined below:

Strengths

- Recorded footage can be a valuable tool for Police investigating incidents;
- CCTV can deter some types of crimes/offenders, as the offender perceives the likelihood of being caught may deter offending in the area;
- Monitored CCTV (including passive monitoring) may be able to assist in identifying incidents and initiate response to prevent incidents or reduce consequences;
- CCTV may assist in safety perception; regular users may feel safer and increase use of the area;
- Useful tool for Police in gathering intelligence.

Limitations

- CCTV can be a target for theft/vandalism;
- Offenders may avoid areas in view of CCTV or take measures to hide their identity;
- Crime or unwanted behaviour may be displaced to another area (away from CCTV);
- Unmonitored CCTV will not initiate a response – enabling offenders to offend without being caught;
- Poor quality CCTV footage does not assist investigation or evidentiary value in court; and
- CCTV can create a false sense of security, with potential users believing systems are monitored and placing themselves at risk unknowingly.

CCTV in the City of Karratha

The City has installed standalone CCTV systems in and around community facilities over the last 5 – 10 years. These systems have been installed primarily to:

- Assist with crime prevention by deterring potential offenders and assisting Police with identification of offenders to assist in prosecution;
- Operational support/need to enable staff to monitor activities within City facilities; and
- Support legislative/compliance requirements which include licenced premises, Karratha Airport and 7 Mile Waste Facility.

There are currently 13 CCTV systems installed in City facilities, which include:

FACILITY	NUMBER OF CAMERAS
Red Earth Arts Precinct	27
Karratha Leisureplex	59
Karratha Airport	81
7 Mile Waste Facility	8
The Youth Shed	24
Wickham Recreation Precinct	30
Frank Butler Community Centre	12
Millars Well Pavilion,	12
Pegs Creek Pavilion	12
Operations Centre	9
Pam Buchanan Family Centre & Mara Guthurra Adventure Playground	24
Tambrey Pavilion	15
TOTAL	313

As mentioned above facilities such as the airport and licensed areas must have CCTV as part of legislative requirements. CCTV provides a functionality that is hard to replace with other initiatives but if the City decided not to continue with CCTV in its other facilities it would need to look at increased staffing, security services, lighting and facility modifications. All of these options would come at an extra cost that would have to be assessed on a site by site basis.

CCTV Audit and Implementation Plan

An external contractor recently completed an audit of the current City CCTV installations and reported on all installed CCTV equipment, network connectivity, age, condition, performance, issues, licensing currency, expandability and upgradeability and provided recommendations for upgrade, replacement and maintenance in these networks.

The audit highlighted that many of these installations have been completed in isolation, which has restricted the capacity for the CCTV network to fully meet its intended purpose or allow for future expansion. This has resulted in an aged and disjointed network which is not performing to its maximum capacity or providing the intended benefits.

The audit was used to inform a 5 year advisory Implementation Plan, which articulates detailed actions, materials and budget to address the issues identified in the audit at existing facilities. The Implementation Plan also provided a budget and equipment needed for CCTV installation at several new sites, including the Wickham Community Hub and Roebourne Aquatic Centre.

Estimated costs derived from the Implementation Plan are detailed under Financial Implications.

CCTV Strategy

CCTV can be expensive to install and maintain and it is imperative that a cost benefit analysis is undertaken before making any commitment. The Draft CCTV Strategy 2019 – 2024 has been developed to support the decision making process by providing a transparent and coordinated approach when considering works for new or existing CCTV installations.

The Strategy details a clear framework on the priority areas, desired outcomes and initiatives to be delivered, supported by the Western Australian State CCTV Strategy objectives. This includes potential for information sharing with WA Police and linking existing systems into one central system.

In addition, the Strategy provides clarity around the operational application for CCTV installation, with the objectives for CCTV outlined below:

- Increase community safety perception and deter crime;
- Assist in detection and response to criminal offences against people or property in the City of Karratha;
- Record evidence to support Police investigations and prosecutions;
- Support safety of community and employees at City facilities; and
- Support management, operations and compliance at City facilities.

Concise assessment processes have been incorporated in the Strategy and include:

- Evaluation matrix (with weightings) to determine location need and priority;
- Prioritisation scores to determine implementation priority;
- Facility classifications to provide a consistent and rational approach to facility based on function, size and usage; and
- CCTV coverage table providing considerations for each facility class.

The CCTV Strategy provides an efficient method to identify current and future needs and priorities for CCTV installations at facilities, whilst maximising the benefits for Council and the community.

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, cultural & wellbeing issues and commitment of future capital budget towards community infrastructure.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place with Officers from Information Systems, Airport, City Services, Community Facilities, Community Programs and Infrastructure Services teams.

COMMUNITY CONSULTATION

Community consultation in relation to safety within the community has been extensive, with an annual survey undertaken. These results have identified that the community believe CCTV is a key consideration to address community safety.

In the last three City Annual Community Satisfaction Surveys, community safety has rated in the top 3 'Worst things about living in the City'.

There is the option to put the draft strategy out for community consultation for a period of a month if Council considers it appropriate.

STATUTORY IMPLICATIONS

The use and installation of security equipment such as CCTV is controlled through the *Security and Related Activities (Control) Act 1996* and *Surveillance Devices Act 1998*

POLICY IMPLICATIONS

Council Policy CS-23 Closed Circuit Television (CCTV) Operations references CCTV operation, management and record keeping protocols for CCTV owned, leased or controlled by the City.

FINANCIAL IMPLICATIONS

Utilising the CCTV Strategy assessment processes to identify high priority upgrades and new installations work is required on five existing sites and three new sites, with an estimated cost of \$742,000. This is currently not budgeted for but will be part of the new initiatives.

There would also be a significant maintenance cost, which would be determined by the size of the CCTV network. Based on the assessed priorities and the current network the cost is estimated to be \$1,200,000 over a five year period. It is proposed that this will be incorporated as a future item in operational maintenance budgets.

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 2019-2020 provided for this activity:

Programs/Services: 1.b.1.1 Community Safety Management
 Projects/Actions: 1.b.1.1.2 Implement CCTV Strategy Priorities

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	Low	CCTV installation will support operations, community and employee safety, where a priority or need is identified
Financial	Low	CCTV installation subject of ongoing budget allocations
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	Moderate	Some facilities have a mandatory requirement for CCTV.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council has previously adopted strategic and operational plans which outline appropriate treatment and priority assessment for community infrastructure, such as the Footpath Lighting Strategy and Parks, Gardens and Open Space – Operational Maintenance Levels Plan.

This strategy is also consistent with the outcomes sought through the City’s existing Security Subsidy Scheme.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to REJECT the CCTV Strategy 2019 - 2024.

CONCLUSION

The Draft CCTV Strategy 2019 – 2024 has been developed to provide a consistent and transparent approach for Council when considering CCTV installations. It also provides clear direction in determining future CCTV needs and priorities for Council and the community. Council is requested to adopt the Strategy.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ADOPT the Draft CCTV Strategy 2019 – 2024.

11.3 SPORTS LIGHTING WICKHAM MAIN OVAL - TENDER RECOMMENDATION REPORT

File No:	CP.986 – CM.410
Responsible Executive Officer:	Director Community Services
Reporting Author:	Community Project Officer
Date of Report:	24 October 2019
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Confidential –Tender Evaluation Report

PURPOSE

For Council to consider the tender for the Sports Lighting Wickham main oval, Tender Number RFT02-19/20.

BACKGROUND

At the December 2018 Ordinary Council Meeting, Council endorsed the Sports Lighting Works Plan and scheduled the program into the Council's Long Term Financial Plan over the following six years. The plan included the re-aim and re-lamp of the Wickham main oval and recommended installation of luminaires with LED lights due to cost efficiencies and improved performance and life expectancy. This Oval is a key recreational sporting facility and these works have been identified as a high priority.

The Wickham main oval lights are a Rio Tinto Iron Ore (RTIO) asset and do not currently perform to a suitable standard. RTIO have requested that the City investigate the replacement of the lights. At the completion of this project the lights will remain the property of RTIO.

In investigating the replacement of the lights Officers have had difficulties with the amount of weight that the current towers can support. Officers have now been able to identify a suitable system which manages the constraints and tendered on those specifications.

Tender documents were prepared with the scope of works as follows:

- Playing surfaces shall be lit to an average target illumination level of 200 Lux in accordance with AS2560. Average Illumination levels shall not drop below desired target values and shall be guaranteed for the full warranty period;
- Replacement luminaires shall be LED technology;
- The existing 6 x 25m seesaw poles are to be utilised. The poles are rated for a maximum head weight of 130kg and poles are to be rebalanced;
- Submission to include a 10 year Cost of Ownership summary that includes energy consumption and anticipated maintenance costs including all costs associated with faulty luminaire replacement - equipment rentals, removal and installation labour, and shipping; and
- The existing luminaires, drivers and interconnecting cables shall be removed and disposed of.

Tenders were advertised on 28 September 2019 and closed 16 October 2019.

Two tenders were received by the closing date from:

- Coral Coast Electrical
- Prestige Jointing & Electrical Pty Ltd

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

- Manager Community Facilities
- Building Maintenance Supervisor
- Community Project Officer

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

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

The Regional Price Preference Policy applied to one local tenderer, Coral Coast Electrical.

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 economic issues and Council’s ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between Officers in the Community Programs, Community Facilities, Building Services and Governance Departments.

Council has been consulted through the December 2018 Ordinary Council Meeting and subsequent briefings.

COMMUNITY CONSULTATION

Consultation with allocated clubs for this facility will be undertaken during the installation process of works. Rio Tinto Iron Ore (RTIO) were consulted throughout the project as the asset owner.

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 and services of the *Local Government (Functions and General) Regulations 1996*.

POLICY IMPLICATIONS

Council Policies CG12 – Purchasing and CG11 – Regional Price Preference is applicable to this matter.

FINANCIAL IMPLICATIONS

RTIO as owners of the Wickham Recreation Precinct are responsible for funding this project. The City will not progress with the project if RTIO do not agree to the project cost. The tender price was within the projected budget allocation approved by RTIO.

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 2019-2020 provided for this activity:

Programs/Services:	1.a.1.6	Community Projects
Projects/Actions:	1.a.1.6.2	Upgrade Wickham Sports Lighting

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/Low	The City continues to maintain sports lighting as part of asset management practices.
Service Interruption	Moderate	There is a moderate risk of service interruption during any upgrade/replacement works. Any interruptions will be managed in consultation with clubs and casual users of the City's sports facilities. Should the contract not be awarded by 25 November 2019, it is expected that works will not be completed before commencement of the 2020 AFL Football season and will likely result in interruptions to game scheduling.
Environment	Low	Opportunity for CO ₂ emission savings through installation of LED luminaires.
Reputation	Moderate	As the project is being managed by the City, the perception by Wickham Community Members may be that this is a City owned project.
Compliance	Low	Compliance component of works required to remedy non-compliance with the Australian Standards and electrical standards

IMPACT ON CAPACITY

The work required to undertake the recommended sports field lighting program has been schedule into officer workloads for 2019/2020.

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority.

OPTIONSOption 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to REJECT all tenders and READVERTISE the tender.

CONCLUSION

A tender process for the replacement of the luminaires for the lighting of the Wickham main oval has been completed. The Evaluation Panel believes that the recommended local

tenderer represents the best value for money based on their relevant experience, demonstrated understanding of Council's requirements and having the capacity to undertake the works required as a priority request.

OFFICER'S RECOMMENDATION

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

- 1. ACCEPT the tender submitted by Coral Coast Electrical ABN 17 626 782 303 as the most advantageous tender to form a contract, based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT RFT 02-19/20 – Sports Lighting Wickham; and**
- 2. EXECUTE a contract with Coral Coast Electrical, SUBJECT to any variations of a minor nature.**

12 DEVELOPMENT SERVICES

12.1 DAMPIER LAND TRANSFER PROJECT

File No:	LP.319
Responsible Executive Officer:	Director Development Services
Reporting Author:	Manager Approvals & Compliance
Date of Report:	4 November 2019
Applicant/Proponent:	Rio Tinto and City of Karratha
Disclosure of Interest:	Nil
Attachment(s)	1. Survey Plans Recommended For Adoption 2. Confidential – Latest version of the Key Concepts Term Sheet

PURPOSE

For Council to consider adopting survey plans for the Dampier Land Transfer Project and the terms under which transfers will be undertaken for the purpose of conveying that position to Rio Tinto and the relevant Departments.

BACKGROUND

The origins of the Dampier Land Transfer Project go back to a State Agreement Hamersley Iron (now Rio Tinto) signed with the State Government in 1982. An aim of that State Agreement is to transition Dampier from a mining town to a normalised town.

Various attempts have been made over the past 35 years and some incremental progress has been made towards normalisation but the transfer of responsibility for community land in Dampier has remained an outstanding issue. The current positive relationship between the City and Rio Tinto, the longstanding partnership approach between Rio Tinto and the City, the Council's aspirations to enhance the Dampier foreshore and Rio Tinto's appetite to transfer non-core assets have all contributed to making substantial progress towards the transfer of community land in Dampier from Rio Tinto to the City in recent times.

City and Rio Tinto representatives have worked through the principles and proposed land parcel packages to be included. Typically, the land identified for potential transfer is owned in freehold by Rio Tinto or is held under Hamersley Iron State Agreement Special Leases and contains community facilities that would ideally transfer to the local government. City and Rio Tinto representatives have also worked collaboratively to develop agreed principles of land transfer, including the need to upgrade and maintain facilities and infrastructure and related costs, evaluated land parcel packages against criteria to guide future decision making and considered risks that apply for each party.

As a result of this background work, the representatives of both parties have agreed on the following land parcel packages being presented for transfer consideration:

1. Hampton Harbour Boat and Sailing Club (HHBSC) existing facilities and proposed marina;
2. Dampier foreshore;
3. Dampier public boat ramp;

4. Hampton Oval;
5. Tennis courts, squash courts, Jurat Park;
6. Windy Ridge Oval;
7. Dampier Bowling Club;
8. Hardey Reserve;
9. Red Dog town entry bay; and
10. Dampier Lookout.

Council has already resolved at its January 2019 Ordinary Council Meeting to:

- Agree in principle to the transfer of the land parcels listed below and related assets in Dampier from Rio Tinto to the City;
- Accept an up-front capital contribution by Rio Tinto towards management, upkeep and upgrade of those assets;
- Acknowledge that the agreed capital works program funded by the Rio Tinto contribution is to be completed within 5 years;
- Acknowledge that the City is to meet any stamp duty levied on the land transfer;
- Note the contribution and wider project excludes the resolution of drainage reserve improvements in Dampier;
- Note the first tranche of works will be scheduled in the 2020/21 annual budget; and
- Authorise the Chief Executive Officer to finalise negotiations and execute the necessary deeds and agreements to complete the Dampier land Transfer.

Since the January 2019 Council resolution, the following documentation has been prepared to facilitate the formal land transfer process:

Survey Plans

The proposed survey plans have been prepared on behalf of the City at a cost of \$55,000. The survey plans set out the portions of land to be transferred, the preferred new tenure for each portion of land (whether freehold or Crown Reserve) including the purpose of any reserve and any encumbrances on the title (easements, memorials and notifications). Rio Tinto has agreed to pay the cost of capturing the easements on the survey plans (\$15,000).

In addition to the survey plans, consideration has also been given to whether the Management Orders for proposed City-managed Reserves should include the Power to Lease. Consideration has also been given to the legislative and administrative processes that will need to be followed to give effect to each of the land transfers, depending on current tenure and preferred future tenure.

Key Concept Terms Sheet

The purpose of the Key Concept Terms Sheet is to set out the key principles between the parties upon which the land transfers would be undertaken. It is intended that the Key Concept Terms Sheet will inform a Long Form Agreement to be executed by both parties.

The Key Concept Terms Sheet divides the land parcel packages into three tranches:

- Tranche 1 Portions of Hamersley Iron State Agreement Special Leases to be surrendered:
- Portions of Hampton Harbour seabed proposed for the HHBSC Marina and occupied by the break wall and jetties for the public boat ramp;
 - The foreshore reserve, including the portion forming part of the HHBSC;
 - Portions of land to be added to the Hampton Oval;
 - Red Dog Town Entry Statement; and
 - Dampier Lookout.

- Tranche 2 Rio Tinto freehold titles to be transferred as freehold titles:
- HHBSC administration, bar and restaurant building;
 - Hampton Oval;
 - Tennis Courts;
 - Squash Courts;
 - Jurat Park;
 - Bowling Club; and
 - Windy Ridge Sports Club building.
- Tranche 3 Unmanaged reserves to be assigned to the City or reserves already managed by the City where changes are required:
- Existing unmanaged foreshore reserves in front of Windy Ridge and between Dampier public boat ramp and Tin City;
 - Existing separate reserves at Dampier public boat ramp for boat launching area and car park area;
 - Existing unmanaged reserve for Windy Ridge Oval and adjoining Drainage Reserve; and
 - Hardey Reserve.

The Key Concept Terms Sheet would transfer management responsibility for land parcels involving more than one tenure at the date the first transfer occurs. Tranche 2 transfers (i.e. freehold) are likely to occur sooner than Tranche 1 transfers (i.e. State Agreement Special lease surrenders will take longer). Under the Key Concept Terms Sheet, it is proposed that over 98% of Rio Tinto's financial contribution towards upgrade and maintenance of assets would be received when Tranche 2 land transfers occur. This is currently scheduled to take place in the second half of the 2019/20 financial year. This means the City would receive the bulk of the financial contribution at the same time as taking over management responsibility. City maintenance would commence upon transfer. Upgrade works would need to be programmed once transfer occurs.

The Key Concept Terms Sheet would release Rio Tinto from its obligations to affected community groups at the time of transfer and requires the City to honour the current terms and conditions Rio Tinto has with them for a period of 12 months. However, Rio Tinto would retain current billing arrangement direct to community groups (i.e. City would not be billed where Rio Tinto is currently billing community groups). This allows Rio Tinto to maintain the current concessional tariffs that are applied to the use of utilities by community groups (i.e. the concessional tariff the Dampier Sports Club receives for the Windy Ridge lighting).

The Key Concept Terms Sheet provides for any existing Rio Tinto infrastructure on any of the land parcel packages (and Rio Tinto's access to it) to be protected. The attached survey plans include proposed easement corridors to protect Rio Tinto infrastructure. There is provision on the survey plans for these easement corridors to be confirmed via site survey. This will allow the surveyor to confirm that all easements are required for mains utility infrastructure and that the easement widths are necessary. The Key Concepts Term Sheet would also require the City to relocate any Rio Tinto infrastructure to facilitate redevelopment, and to preserve Rio Tinto's right to access its infrastructure, even after sale or disposal. It is likely that Rio Tinto's requested easements would provide for this ongoing access but this is otherwise something that can be addressed if that need arises in the future.

The Key Concept Terms Sheet provides for memorials and notifications to be registered on the titles of all land parcel packages within 500m radius of Rio Tinto's Dampier Waste Water Treatment Plant notifying of the potential for odour emissions. A notification has also been requested by Rio Tinto to prevent residential and short-stay accommodation uses on the freehold lot containing the HHBSC administration, bar and restaurant building. These

memorials and notifications are considered acceptable until the WWTP is no longer operational or scientific investigations support a change to the buffer zone required.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CG-8 Significant Decision Making Policy, this matter is considered to be of high significance in terms of social, economic and wellbeing issues, due to the transfer of ownership of multiple community assets.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between all Directorates of the City as required to consider the various elements of this project.

Councillors have been briefed on the Dampier Land Transfer Project at critical points and for general updates over the last 2 years.

Officers have consulted the Department of Planning, Lands and Heritage and Department of Jobs, Tourism, Industry and Science to make sure the requests and information being submitted to them complies with the statutory requirements to facilitate the land transfers.

COMMUNITY CONSULTATION

Community engagement activities in accordance with the iap² public participation spectrum process to inform, consult, involve, collaborate and empower are proposed as follows:

Who	How	When	What	Outcome
All current tenants of assets	Face-to-face meetings	Ongoing and as required. Particular attention to be given to preparing new lease arrangements once transfer terms agreed between RTIO and City	Involve	All current tenants of assets are engaged in the transfer process, know who to contact at the City if they wish to discuss anything related and are ultimately satisfied with new lease terms
Dampier Community Association	Regular updates	DCA meetings and as otherwise required	Consult	The Dampier Community Association feels it has been sufficiently engaged in the transfer process, informed of the current status and that its community is sufficiently informed.
All Community Groups that utilise Dampier assets	Regular updates	As part of each DCA newsletter and as otherwise required	Inform	All community groups that utilise Dampier assets feel they are adequately informed
Wider Community	Regular updates	As part of each DCA newsletter and as otherwise required	Inform	The wider community feels adequately informed

An Engagement Strategy has been prepared and agreed between City officers and Rio Tinto representatives for the Dampier Land Transfer Project to ensure affected community groups are appropriately engaged.

STATUTORY IMPLICATIONS

Different pieces of land involved in the proposed land transfer have different forms of tenure. There are different legislative processes that need to be followed to effect land transfers depending on the existing tenure.

Iron Ore (Hamersley Range) State Agreement Act 1963

Crown land that is subject of Special Leases granted under the *Iron Ore (Hamersley Range) State Agreement Act 1963* and that is part of the Dampier Land Transfer Project needs to be excised from the State Agreement before it can be transferred from the State to the City. Rio Tinto is first required to submit to the Department of Jobs, Tourism, Industry and Science a draft proposal to surrender these parcels under clause 10A(1) of the State Agreement. Rio Tinto is then required to submit to the Minister for State Development a final proposal in order to excise the relevant land parcels from the State Agreement.

Land Administration Act 1997

Crown land that is not subject of the *Iron Ore (Hamersley Range) State Agreement Act 1963* and that is part of the Dampier Land Transfer Project, as well as parcels excised from State Agreement, either need to be amalgamated to create a single lot or placed under Management Order to the City. The purpose of the reserve also needs to reflect the existing use(s) of the land. The City is required to request the Minister for Lands amalgamate Crown lots and grant Management Orders to the City for these parcels in accordance with sections 46 and 51 of the *Land Administration Act 1997*.

The registration of Memorials on Crown land titles is provided for under section 17 of the *Land Administration Act 1997*.

While it is proposed to enter into leases with all sporting groups that currently manage and utilise assets within parcels of the Dampier Land Transfer Project, many of these leases will be over land held by the City in freehold title. However, the leases proposed with the HHBSC and the King Bay Fishing Club would be over City reserves under Management Order to the City of Karratha. The Management Orders for these reserves therefore needs to include the power to lease in accordance with the *Land Administration Act 1997*.

Transfer of Land Act 1893

Rio Tinto has agreed in-principle to transfer freehold land that is part of the Dampier Land Transfer Project to the City in freehold title. These parcels can be transferred from Rio Tinto to the City under the *Transfer of Land Act 1893*.

The registration of Notifications on freehold titles is provided for under section 70A of the *Transfer of Land Act 1897*.

Rio Tinto has requested easements be registered on the titles and shown on related survey plans to protect its infrastructure that exists across the parcels comprising the Dampier Land Transfer Project. Easements can be registered across all relevant land parcels at the time of transfer under the *Transfer of Land Act 1897*.

Local Government Act 1995

Section 3.59 of the *Local Government Act 1995* requires a local government to prepare a business plan before it commences a major trading undertaking or enters into a major land transaction. While the Dampier Land Transfer Project involves the transfer of a number of land parcels and an exchange of funds, it does not constitute a major trading undertaking nor a major land transaction, because the City is not purchasing the land and funds are being transferred as a contribution towards the upgrade and ongoing maintenance of assets on those land parcels.

Section 3.58 of the *Local Government Act 1995* requires a local government to give public notice of proposed disposition prior to disposal of property. The definition of disposal under the Act includes leasing. This section will therefore apply to any future leases that are entered for any of the land parcel packages.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The Key Concept Terms Sheet contemplates Rio Tinto making a contribution towards management, upkeep and upgrade of the existing assets within the Dampier Land Transfer Project parcels. While it was originally noted that these funds would be transferred to the City as an upfront contribution (as resolved by Council in January 2019), the Key Concept Terms Sheet refines the original proposal to provide for progressive funds transfers aligned with the timing of the transfers of each of the respective land parcel package:

Parcel Package	Funds Transfer
HHBSC	8.3%
Dampier foreshore	0%
Public boat ramp	0%
Hampton Oval	6.7%
Tennis courts, squash courts, Jurat Park	16.7%
Windy Ridge	33.3%
Bowling Club	33.3%
Hardey Reserve	1.5%
Red Dog Town Entry Bay	0.1%
Dampier Lookout	0.1%
Total	100%

As is stated above, it is expected that over 98% of the funds would be received by the City relatively quickly because most parcel packages include freehold land.

Rio Tinto has agreed to reimburse the City for the survey costs incurred in registering easements on the relevant survey plans.

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 2019-2020 provided for this activity:

Programs/Services:	1.a.2.5	Community Projects
	1.a.2.6	Strategic Project Management
	1.a.3.1	Management of Government and Industry Partnerships
Projects/Actions:	1.a.2.5.3	Implement Dampier Community Facilities Review
	1.a.2.6.4	Commence Planning for Dampier Land Transfer Asset Renewal Programs
	1.a.3.1.1	Negotiate Industry Partnership Agreements

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	Low	Refer to comments below for the Environment category.
Financial	N/A	Nil
Service Interruption	Low	A key consideration in developing agreed terms for the Dampier Land Transfer Project has been to

		make the transition for user groups as smooth and seamless as possible.
Environment	Low	Rio Tinto has undertaken a desktop assessment of all parcels subject of the Dampier Land Transfer Project to minimise the risk of contaminated sites being transferred and is undertaking further site investigations around the proposed HHBSC marina (identified through the desktop assessment as requiring further investigation) to confirm there are no contaminated sites risks associated with this particular site. Memorials and notifications would be registered as part of the land transfer process to notify future users of affected land of the potential for odour emissions from the Waste Water Treatment Plant.
Reputation	Low	Through the Dampier Land Transfer Project the community should benefit from upgraded facilities and should continue to enjoy use of these facilities as normalised local community assets.
Compliance	Low	All land and assets subject of the Dampier Land Transfer Project has been assessed in terms of its suitability for transfer and any upgrades and protection required.

IMPACT ON CAPACITY

The resource implications for the City in implementing the land transfers, undertaking the upgrades and ongoing maintenance have been factored into operational work programs and budgets.

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT ADOPT the attached survey plans.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to DEFER further consideration of the Dampier Land Transfer Project pending execution of the Long Form Agreement.

CONCLUSION

The documents presented with this report for Council consideration are the result of a partnership initiative between the City and Rio Tinto to normalise Dampier.

The survey plans attached to this report define the land parcel packages intended to be transferred from Rio Tinto to the City as part of the Dampier Land Transfer Project, including notifications and encumbrances recommended to be registered against the titles as part of the transfer. The Key Concepts Term Sheet sets out the key principles between the parties upon which the land transfers would be undertaken. The Key Concepts Term Sheet also recommends agreed parameters to be carried forward into a Long Form Agreement.

The Departments of Jobs, Tourism, Science and Industry and Planning, Lands and Heritage have had input into the Dampier Land Transfer Project to make sure the requests and information being submitted to them for Ministerial consideration complies with statutory requirements. Affected community groups will be engaged in accordance with the agreed Engagement Strategy for the Dampier Land Transfer Project.

Risks to both parties in undertaking these land transfers have been evaluated, actions taken and measures introduced to minimise and manage those risks. It is recommended that Council adopt the attached survey plans for the purpose of confirming the City's agreement to receiving tenure of the relevant land parcel packages under the terms agreed between Rio Tinto and the City.

OFFICER'S RECOMMENDATION

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

- 1. ADOPT land transfers as presented in attached survey plans;**
- 2. ADOPT the latest version of the Key Concepts Term Sheet as the basis for preparing and executing a Long Form Agreement subject to completion of the Contaminated Sites investigation for the seabed Special Lease area proposed to be surrendered for the Hampton Harbour Boat and Sailing Club marina.**
- 3. ACCEPT transfer of the freehold lots from Rio Tinto to the City of Karratha in freehold title upon execution of the Long Form Agreement by both parties and registration of the easements on the title.**
- 4. ADVISE the Minister for State Development and Department of Jobs, Tourism, Industry and Science that Council supports Rio Tinto's request to release the following portions of State Agreement Special Leases:**
 - a) Portions of Hampton Harbour seabed proposed for the HHBSC Marina and occupied by the break wall and jetties for the public boat ramp (Lot 401 and Lot 400 on Deposited plan 414550 respectively);**
 - b) The foreshore reserve (Lot 303 and Lot 306 on Deposited Plan 414545), including the portion forming part of the HHBSC (Lot 305 on Deposited Plan 414545);**
 - c) The portion of land to be added to the Hampton Oval (Lot 304 on Deposited Plan 414545);**
 - d) Red Dog Town Entry Statement (Lot 301 on Deposited Plan 414547); and**
 - e) Dampier Lookout (Lot 300 on Deposited Plan 414548).**
- 5. REQUEST the Minister for Lands and Department of Planning, Lands and Heritage undertake the following Crown land actions once the above Crown land has been released from Special Lease:**

- a) Amalgamate and create a Reserve over the Crown land portion of the Hampton Harbour Boat and Sailing Club Marina (Lot 305 on Deposited Plan 414545 and Lot 401 on Deposited Plan 414550) for the purpose of Marina, Boat Launching, Parking and Recreation and place that Reserve under Management Order to the City of Karratha with the Power to Lease;
 - b) Excise Lot 248 on DP 217466 from Reserve 43295 for amalgamation into the Dampier foreshore reserve (Lot 306 on Deposited Plan 414545);
 - c) Create a Reserve over the Dampier foreshore (Lot 302 and Lot 306 on Deposited Plan 414545) for the purpose of Recreation and place that Reserve under Management Order to the City of Karratha with the Power to Lease;
 - d) Create a Reserve over the Crown land east of Hampton Oval (Lot 304 on Deposited Plan 414545) for the purpose of Parking, Recreation and Drainage and place that Reserve under Management Order to the City of Karratha;
 - e) Amalgamate Reserve 43293 into Reserve 43292 at the Dampier Public Boat Ramp;
 - f) Create a single Reserve over the Crown land portions of the Dampier Public Boat Ramp (existing Lot 252 and Lot 249 on Deposited Plan 217466 and Lot 400 on Deposited Plan 414550) for the purpose of Boat Launching, Parking and Recreation and place that Reserve under Management Order to the City of Karratha;
 - g) Amalgamate Windy Ridge Oval Reserve 43295 and the adjoining Drainage Reserve 43294 to create a single Reserve for the purpose of Recreation and Drainage and place that Reserve under Management Order to the City of Karratha;
 - h) Place Reserve 43295 (Lot 253 on Deposited Plan 217466) under Management Order to the City of Karratha;
 - i) Dedicate Lot 301 on Deposited Plan 414547 and Lot 300 on Deposited Plan 414548 as Road Widening; and
 - j) Create a Reserve over Lot 5000 on Deposited Plan 414546 for the purpose of Recreation and Drainage and place that Reserve under Management Order to the City of Karratha.
6. ADVISE the Department of Planning Lands and Heritage that no objection is raised to a memorial being registered on the titles of all Crown land the subject of the Dampier Land Transfer Project which is located within 500 metres radius of Rio Tinto's Dampier Waste Water Treatment Plant notifying of the potential for odour emissions;
 7. REQUEST a section 70A *Transfer of Land Act 1897* notifications be registered on the title of all freehold land the subject of the Dampier Land Transfer Project which is located within 500 meters radius of Rio Tinto's Dampier Waste Water Treatment Plant notifying of the potential for odour emissions;
 8. REQUEST a section 70A *Transfer of Land Act 1897* notification on the title of Lot 361 on Diagram 65647 (containing the Hampton Harbour Boat and Sailing Club administration, bar and restaurant building) notifying that it is unable to be used for residential use or short-stay accommodation due to its proximity to Rio Tinto's Dampier Waste Water Treatment Plant; and
 9. SUPPORT the easements shown on the attached survey plans being registered on the titles of land being transferred to the City of Karratha, subject to confirmation via site survey.

13 STRATEGIC PROJECTS & INFRASTRUCTURE

13.1 CROSSOVER POLICY TE06 REVIEW

File No:	RD.34
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Manager Infrastructure Services
Date of Report:	31 October 2019
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Draft Crossover Policy TE06

PURPOSE

To consider adopting the revised changes to Crossover Policy TE06.

BACKGROUND

As part of the review of the Crossover Policy (TE06), Officers identified that no formal guidelines, specifications, application or approval processes had been developed for Rear Access Way construction across drainage reserves.

Since February 2017, the policy has undergone regular review and has been updated (December 2017, March 2019, July 2019) following community and Council consultation.

A component of the Crossover Policy, is rear access ways which are unique to the Dampier town site as 165 of the 411 residential properties have a road to access the front of their property and a drainage reserve parallel to a road at the back of their property. The exclusivity for Dampier follows research of existing town mapping, where it is evident that other towns do not currently meet the same characteristics of the rear access way criteria, however could be considered in the future. Those characteristics include:

- The rear access way being directly opposite a local access road, not a distributor or arterial road
- No permitted crossing of footpath/shared paths
- No permitted crossing of major drains
- No access along drainage reserve or parallel to property boundary/fence

It is noted that over time many landowners and residents of Dampier have utilised drainage reserves to access the rear of their property and in several instances have resulted in the drainage function being compromised, with various areas filled, pipes and culverts installed, and other non-compliant developments occurring.

Officers engaged in facilitating a Rear Access Way approval process for access across drainage reserves in Dampier to ensure all Rear Access Ways are constructed to a reasonable standard and do not result in the drainage function being compromised.

Following extensive community engagement, including one-on-one property inspections with 150 Dampier property owners (128 identified with having existing rear access), community

information sessions, letters, emails, and advertising, a revised version of the Policy was presented to Council in March and again in July 2019 aimed at addressing the major concerns raised by community members.

It was noted following the July meeting, that although the report presented to Council had recommended proposed changes, some changes were inadvertently omitted from the presented draft Policy. The changes include minor grammatical and numbering edits, refined wording, in addition to community feedback provided prior to the July meeting:

Following Community Feedback:	Proposed:
Further definition and clarity on the use of terms such as “Crossover, Rear Access and Driveway”.	The term Driveway is not referenced in the policy. Clarity is now provided by replacing rear access driveway with rear access way.
Clarity of wider applications in other townships.	Policy updated to refer to Rear Access Ways only applicable to Dampier town site.

Noting the above, further consultation has more recently taken place with officers where it is recommended that the Crossover Policy not be Dampier town site specific, to allow other town sites to be considered in the future if they were to meet the same characteristics criteria as those properties within Dampier. The policy with tracked changes is now presented to Council for consideration.

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 economic issues, environmental issues and Council’s ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

Significant consultation has taken place with internal staff members from Technical Services, Community Engagement and Planning Services in respect to meeting with Dampier residents, providing information to the community, discussing amendments to the policy and other related matters.

Consultation with Councillors includes an information item in August 2018 and Council Briefing presentations in July 2018, December 2018 and February 2019 and most recently, Council agenda item presented in March and July 2019 for adoption. This report seeks to address minor changes.

COMMUNITY CONSULTATION

Should Council choose to adopt the revised policy, Community engagement activities in accordance with the iap² public participation spectrum process to inform and involve are proposed as follows:

Who	How	When	What
Dampier Residents and Property Owners	Letter / email with FAQ and application guide	Jan 2020	Application reminder sent one (1) month prior to the application deadline
Dampier Residents and Property Owners	Social media / video	Jan 2020	Facebook posts advising of the benefits of the new policy and a guide on the application process, one (1) month prior to the application deadline

STATUTORY IMPLICATIONS

Section 2.7(2)(b) of the *Local Government Act 1995* is applicable as it refers to the role of Council in determining local government policies.

Should Council adopt the amended Crossover policy, Officers recommend rear accesses in Dampier be authorised through the same process and legislation as normal crossover applications, being the most appropriate and relevant legislative manner that applies.

The *Local Government Act 1995* and in particular, the *Local Government (Uniform Local provisions) Regulations 1996* provide:

- Reg.12. Crossing from public thoroughfare to private land or private thoroughfare
- Reg.13. Requirement to construct or repair crossing
- Reg.14. Role of the Commissioner of Main Roads in some cases
- Reg.15. Contribution to cost of crossing.

The City's Parking and Parking Facilities Local Law 2010 prohibits to drive or park over a reserve unless it is specifically set aside for that purpose. It is considered that development approval is required to be obtained for rear access but is exempt if it is for a residential purpose and meets the deemed-to-comply requirements of the Residential Design Codes pursuant to the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2 Deemed provisions for local planning schemes Part 7 Clause 61 (1)(c).

Drainage reserves in the residential cell bounded by Church Road, Central Avenue, The Esplanade and High Street are still under Management Order to Rio Tinto. The City cannot grant permits to rear accesses across these drainage reserves, as the land requires Rio Tinto consent before the City can accept an application for development approval.

POLICY IMPLICATIONS

Officers are proposing that the Draft Crossover Policy - TE06 be adopted. The policy has been through an extensive review over a period of time and has been in consultation with Dampier community members.

Should this policy not be adopted, the revisions adopted by Council in July 2019 will remain in place.

FINANCIAL IMPLICATIONS

Under the proposed draft policy, rear property access ways are considered a secondary, alternative access and are therefore not eligible for the crossover subsidy.

It is estimated that costs of compliant rear access ways will cost between \$3k and \$16k. Removal of existing non-compliant rear access ways or those not required is estimated to cost up to \$5k per access way dependent on the extent of works required.

To complement the implementation of the policy, a drainage vegetation and maintenance program for Dampier has been drafted for implementation in 2019/20 at a sum of \$60,000.

Further funding may be required to remove non-compliant structures, however this is not anticipated until the 2020/21 Budget when an understanding of the rear access ways kept / upgraded by property owners.

On completion of construction of all approved rear access ways, the Owner (property owner) of the asset is proposed to assume responsibility for all maintenance and repairs due to any event that damages the storm water and rear access way infrastructure.

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 2019-20 provided for this activity:

Programs/Services: 3.a.2.3 Drainage Maintenance
 Projects/Actions: 3.a.2.3.3 Deliver Dampier Drainage Improvements.

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	Low	Non-compliant rear access infrastructure may impede on natural drainage flow and cause ponding issues. Areas of ponding can lead to an increase in mosquitos.
Financial	Moderate	The draft policy proposes that rear access ways will be considered a secondary, alternative access and are therefore proposed not to be eligible for the crossover subsidy. General maintenance and compliance with City specification is proposed as the responsibility of the property owner. Cost for removal of existing non-compliant and unwanted Rear Access Ways to be considered by Council. A drainage vegetation and maintenance program has been drafted for implementation in 2019/20. \$60k funds have been listed for budget consideration in the 2019/20 annual budget process.
Service Interruption	N/A	Nil
Environment	Moderate	Non-compliant rear access ways may impede the effectiveness of storm water drainage during major events. The policy amendments ensure this risk is mitigated by identifying minimum drainage requirements.
Reputation	Moderate	There is a historical precedence for construction of Rear Access Ways in Dampier. If a policy is not adopted, there will continue to be no clear guidance on seeking City approval for construction. Property inspections have identified that some property owners will be required to undertake upgrades to their rear access to be compliant with the proposed specification. Property owners have been briefed on the possible implications to their rear Access Ways under the policy during the public consultation process.

Compliance	Moderate	<p>Amendments to the Draft Policy will provide clarity regarding compliance with relevant Australian Standards for storm water management.</p> <p>Any rear access driveway that does not comply with specifications set out under the Crossovers Policy are non-compliant and where land owners cooperate, the City will continue to work with them.</p> <p>Where there is no cooperation the City will escalate to formal notices, under the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> or the <i>Planning and Development Act 2005</i>.</p>
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IMPACT ON CAPACITY

Should Council adopt the policy revisions, internal resourcing for management of the application process and compliance action will need to be considered.

RELEVANT PRECEDENTS

Council has previously adopted draft amendments to Crossover Policy - TE06 for the purposes of Community consultation in November 2017, March 2019 and July 2019.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 2.7 of the *Local Government Act 1995* RESOLVES to NOT ADOPT the revised Crossover Policy TE06 and remain with the July 2019 version of the policy.

CONCLUSION

Following community feedback and concerns regarding the potential costs of removing unwanted and non-compliant rear access ways, Officers propose to present Council with a report following the application and inspection process summarising the number of non-compliant and unwanted rear access ways and an estimated cost for removal. This will include the outcome of discussions with Rio Tinto regarding contribution to rear access removal costs and as to the appropriate approval approach for drainage reserves in the residential cell bounded by Church Road, Central Avenue, The Esplanade and High Street.

The reviewed Crossover Policy - TE06 is presented to provide guidance, clarity and align with feedback received during the community consultation period, whilst still protecting the City’s assets and drainage function. Minor changes to the existing Crossover Policy adopted in July 2019 are now proposed for Council’s consideration.

OFFICER’S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 2.7(2)(b) of the *Local Government Act 1995* RESOLVES to ADOPT the revised Crossover Policy TE06 as attached to this report.

13.2 AIRPORT GROUND TRANSPORT AND AERODROME POLICIES REVIEW

File No:	TA-1
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Manager Airport Services
Date of Report:	28 October 2019
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	<ol style="list-style-type: none"> 1. Reviewed Policy – TA-1 Karratha Aerodrome – Provision of Apron Area and Aircraft Access to Future Lessees 2. Draft new Policy - Karratha Airport Passenger Transport Vehicle Operators 3. Existing Policy (proposed deletion) - AP-GT-SSO – Karratha Airport Ground Transport Shuttle Service Operators 4. Existing Policy (proposed deletion) - AP-GT-TCO – Karratha Airport Ground Transport Tour & Charter Operators 5. Existing Policy (proposed deletion) - AP-GT-TO – Karratha Airport Ground Transport Taxi Operators

PURPOSE

For Council to consider review of the TA-1 Aerodrome Policy and consolidating three existing Airport Ground Transport policies into one Passenger Transport Vehicle (PTV) Operator Policy.

BACKGROUND

The purpose of the TA-1 Aerodrome Policy is to provide consistency relating to the development of lease sites with direct airside access. This policy has now been reviewed and presented for Council's consideration with only minor grammatical changes recommended (refer attachment 1). This is based on there being no material changes to the operating standards nor any legislative changes.

Reviews conducted also identified the three Ground Transport policies AP-GT-SSO Shuttle Service Operators, AP-GT-TCO Tour & Charter Operators and AP-GT-TO Taxi Operators, (refer attachments 3-5) were repetitive and could be replaced by one policy for all Passenger Transport Vehicle Operators, thus ensuring consistent and fair application to all providers of passenger transport services at Karratha Airport. The proposed new policy (refer attachment 2) provides consistent guidance and expectations of all authorised PTV Operators within one policy.

It was also identified that under the new *Transport (Road Passenger Services) Act 2018* all taxi plates, country taxi-car, regular passenger transport and charter vehicles licenses were replaced by one PTV authorisation with four categories of service being:

1. On-demand Rank or Hail (OD-RH) (also known as taxis);
2. On-demand Charter (OD-C);
3. Regular Passenger Transport (RPT); and
4. Tourism Passenger Transport (TPT).

This legislative change meant that terminology used in the policies was inconsistent. Community and Courtesy transport is included with PTVs in the legislation however does not require an authorisation to provide the service.

The key points of difference between the existing policies and the proposed consolidated policy are as follows:

- a) definitions, terminology and references revised to align with legislation;
- b) evidentiary requirements during application process revised to be consistent with the new Department of Transport PTV authorisation requirements;
- c) expiration of Karratha Airport PTV Permit now linked to the Department of Transport PTV Authorisation expiry;
- d) restriction on size of vehicles using the lane (no greater than 22 seater) now articulated;
- e) expectations of Operators and Drivers behaviour whilst at Karratha Airport expanded to include nuisance behaviour and requiring promotion of a professional image;
- f) penalties for breach of policy included;
- g) taxi bay allocation within Bus & Taxi Lane included;
- h) direction provided to all Operators on overflow parking options; and
- i) Karratha Airport Car Parks map included for ease of policy use.

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 for the policy review has taken place with internal staff members from the Airport and Rangers teams (Ground Transport only) in regards to their practical experience, policy inclusions, application and potential implications.

COMMUNITY CONSULTATION

Consultation took place with relevant parties for the Ground Transport Policy only. This was to collaborate with users of the bus and taxi lane. Consultation with others impacted by this policy has occurred as follows:

Who	How	When	What	Outcome
MSS Security, Front of House Security Staff	Email with proposed policy	04/10/2019	Feedback sought from MSS Security who provide Front of House Security staff. They are the primary enforcers of the policy.	Confirmation that no vehicles over 22 seats currently use the lane. No further comments.
PTV Operators, current and past Bus & Taxi Lane users	Email with proposed policy	04/10/2019	Invited to review policy and respond with feedback via email.	One response received regarding the size of vehicles using the lane.

RELEVANT PRECEDENTS

If Council supports the officer's recommendation, the reviewed TA-1 Karratha Aerodrome – Provision of Apron Area and Aircraft Access to Future Lessees Policy will be in effect with a review date scheduled for November 2022.

The Ground Transport Policies being proposed for deletion were approved by Council in November 2011 and were subsequently reviewed in January 2014 and November 2016. If Council supports the Officers recommendation, it is proposed that the new policy presented will be reviewed in November 2022.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 2.7 of the *Local Government Act 1995* RESOLVES to ADOPT the Draft Karratha Airport Passenger Transport Vehicle Operators Policy and TA-1 Karratha Aerodrome – Provision of Apron Area and Aircraft Access to Future Lessees Policy, with the following amendments_____.

Option 3

That Council by SIMPLE Majority pursuant to Section 2.7 of the *Local Government Act 1995* RESOLVES to DEFER consideration of the Draft Karratha Airport Passenger Transport Vehicle Operator Policy and TA-1 Karratha Aerodrome – Provision of Apron Area and Aircraft Access to Future Lessees Policy, pending further review.

CONCLUSION

The Council's TA-1 Aerodrome policy is reviewed and deemed relevant with no major changes suggested. The Ground Transport policies have been reviewed and combined into the one policy for ease of reference for all Karratha Airport Passenger Transport Vehicle Operators. The draft policy has been through extensive review and has been created in consultation with Passenger Transport Vehicle Operators, Karratha Airport and City's Rangers team. It is consistent with the provisions of the *Transport (Road Passenger Services) Act 2018* and the new approach that Department of Transport has for PTV Authorisations.

OFFICER'S RECOMMENDATION

That Council by **SIMPLE** Majority pursuant to Section 2.7(2)(b) of the *Local Government Act 1995* **RESOLVES** to:

1. **ADOPT** the revised TA-1 Karratha Aerodrome – Provision of Apron Area and Aircraft Access to Future Lessees Policy, as per attachment 1 to this report;
2. **ADOPT** the proposed Karratha Airport Passenger Transport Vehicle Operators Policy, as per attachment 2 to this report;
3. **SUBJECT** to 2. above, **DELETE** the following existing policies, as per attachments 3-5 to this report:
 - a) **AP-GT-SSO** Karratha Airport Ground Transport Shuttle Service Operators;
 - b) **AP-GT-TCO** Karratha Airport Ground Transport Tour and Charter Operators;
and
 - c) **AP-GT-TO** Karratha Airport Ground Transport Taxi Operators.

13.3 REQUEST TO TENDER FOR THE SUPPLY AND LAYING OF ASPHALT AND PROFILING SERVICES

File No:	RD.81
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Manger Infrastructure
Date of Report:	24 October 2019
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

For Council to consider calling tenders for the Supply and Laying of Asphalt and Profiling Services.

BACKGROUND

The City of Karratha is not resourced to provide asphalt and profiling services and historically has contracted these services to assist in delivering the City's Infrastructure road works programs.

The current tender awarded to Manning Pavement Services T/A Karratha Asphalt, commenced on 1 November 2017 for a period of two (2) years expiring on 31 October 2019. The contract has 2 x 1 year extension provisions exercisable at the sole discretion of the Principal (City). In recent time the City and Karratha Asphalt have been proactively working through a variety of contractual issues, in particularly focussed on the volume of material per job/day. In the interests of providing clarity moving forward, the City has elected not to exercise the extension options. This approach would enable changes to be made to the contract and to secure new rates for a proposed new 5 year contract.

As a result, retendering is proposed to address contractual issues.

The scope of works is proposed to include:

- Profiling as a stand-alone treatment;
- Profiling, backfilling and compaction of road failures and pavement irregularities;
- Profiling and resurfacing with hot bituminous asphalt;
- Overlaying an existing asphalt surface or sealed bituminous surface with hot bituminous asphalt; and
- Supply of hot and cold patching asphalt to the City's Depot and onto City trucks at the Contractor's depot.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

No community consultation is required however the current Contractor will be advised of the City’s intentions following Council’s decision.

STATUTORY IMPLICATIONS

Tenders are proposed to be called in accordance with Section 3.57 of the *Local Government Act 1995* and associated regulations

POLICY IMPLICATIONS

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

It is proposed that the contract be for a term of three (3) years with two (2) x one (1) year extension options. This is intended to provide confidence to potential business and consistent delivery of quality service to the City. The following tender criteria is proposed:

Criteria	Weighting
Key Personnel Skills and Relevant Experience	15%
Capacity to Deliver	15%
Demonstrated Understanding	10%
Price	60%

FINANCIAL IMPLICATIONS

Council expended \$809,940 for asphalt overlays and a further \$115,390 GST exclusive for road repairs and the supply of asphalt products in 2018/19.

Council has also allocated \$895,944 for asphalt overlays and a further \$120,000 GST exclusive for road repairs in the 2019/20 budget. It is forecast that similar annual budgets will be required in future years given the value of the City’s asset and based on the Long Term Financial Plan and historic maintenance requirements.

STRATEGIC IMPLICATIONS

This item is relevant to Council’s approved Strategic Community Plan 2016-2026 and Corporate Business Plan 2016-2021. In particular, the Operational Plan 2019-2020 provided for this activity:

- Programs/Services: 1.a.1.1.1 Civil Infrastructure Works Construction and Maintenance
- Projects/Actions: 1.a.1.1.2 Implement Road Reseal Program

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	Ongoing costs for asphalt reseals and road repairs can be modified to the City’s endorsed program requirements.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Moderate	Failure to maintain the current service levels will attribute to accelerated road deterioration and increased poor community feedback and complaints.
Compliance	N/A	Nil

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

The City has historically tendered for Supply and Laying of Asphalt and Profiling Services as contractors can provide specialised equipment and provide the most cost effective option for Council.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT call tenders for the supply and laying of asphalt and profiling services at this time and PROCURE services on a case by case basis.

CONCLUSION

Officers believe the opportunity now presents to test the market given the expiry of the current contract. It is also proposed that Council consider calling for tenders for a term of 3 years with two (2) x one (1) year extension options as it provides confidence to potential business and consistent delivery and quality of service to the City.

OFFICER’S RECOMMENDATION

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

1. **CALL tenders for the Supply and Laying of Asphalt and Profiling Services (for the period of three years (3) with two (2) x one (1) year extension options in accordance with the scope of works outlined in this report; and**
2. **ENDORSE the tender selection evaluation criteria as follows:**

Criteria	Weighting
Key Personnel Skills and Relevant Experience	15%
Capacity to Deliver	15%
Demonstrated Understanding	10%
Price	60%

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 November 2019.

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 by the Chief Executive Officer Under Delegation
- 14.3 Concession on Fees for Council Facilities
- 14.4 Community Services update
- 14.5 Pilbara 2050 Regional Cycling Strategy
- 14.6 Development Services update
- 14.7 Developing Northern Australia Conference update
- 14.8 Regional Tourism Conference

14.1 REGISTER OF DOCUMENTS STAMPED WITH THE CITY OF KARRATHA COMMON SEAL**Responsible Officer: Chief Executive Officer****Reporting Author: EA to CEO & Mayor****Disclosure of Interest: Nil**

PURPOSE

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

DATE	DOCUMENT
29/10/2019	City of Karratha Local Planning Scheme No. 8 - Amendment No.49 to provide for an additional use of Noxious Industry (Restricted) for Lot 178 Sturt Pea Road, Wickham

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: 13 November 2019
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 43-18/19	Project Budget:	\$250,000
Tender Title:	Pest Control Management Services		
State-wide Advertising Commenced:	21/08/19	Tender Closing Date/ Time:	05/09/19 2pm (AWST)
Scope of Works:	The provision of Pest Control Services to Council buildings, facilities and residential properties including preventative, programmed and reactive maintenance.		
Selection Criteria:	Relevant Experience	20%	
	Capacity to Deliver	10%	
	Methodology	10 %	
	Price	60%	
Submissions Received:	Rol-WA Pty Ltd T/A Allpest Allrid Pest Management Rentokil Initial Pty Ltd T/A Advanced Pest Control Flick Anticimex Pty Ltd		
Tender Awarded to:	ROL WA Pty Ltd		
Contract Value:	\$250,000	Date of Award:	6/11/19
Contract Term:	3 years	Contract Options:	1 + 1

14.3 CONCESSION ON FEES FOR COUNCIL FACILITIES

File No: CR.38
Responsible Executive Officer: Director Community Services
Reporting Author: Director Community Services
Date of Report: 1 November 2019
Disclosure of Interest: Nil
Attachment(s) Nil

PURPOSE

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

Name	Reason	Amount (exc GST)
Dampier Community Association	Fee waiver to provide entertainment for the local children while DCA update their community plan and to encourage as many residents as possible to attend.	\$181.82
Blanche Bar	Fee waiver for Beats in the Heat as difference in hire fee between REAP Ampitheatre and KLP Outdoor Courts 16 November 2019.	\$182.73
Move Your Body	Fee waiver of for Court Yard Hire for a free Ladies Night at Pam Buchanan Centre Friday 1 November.	\$109.09

14.4 COMMUNITY SERVICES UPDATE

File No:	CS.23
Responsible Executive Officer:	Director Community Services
Reporting Author:	Director Community Services
Date of Report:	1 November 2019
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

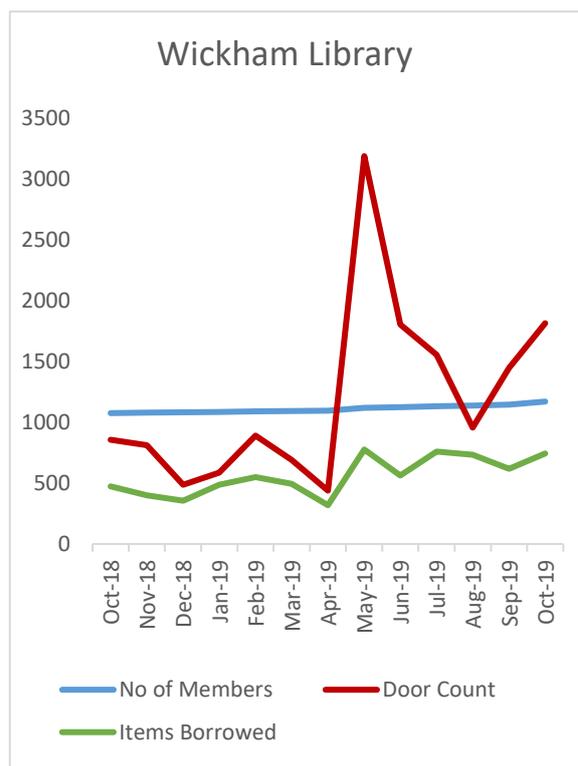
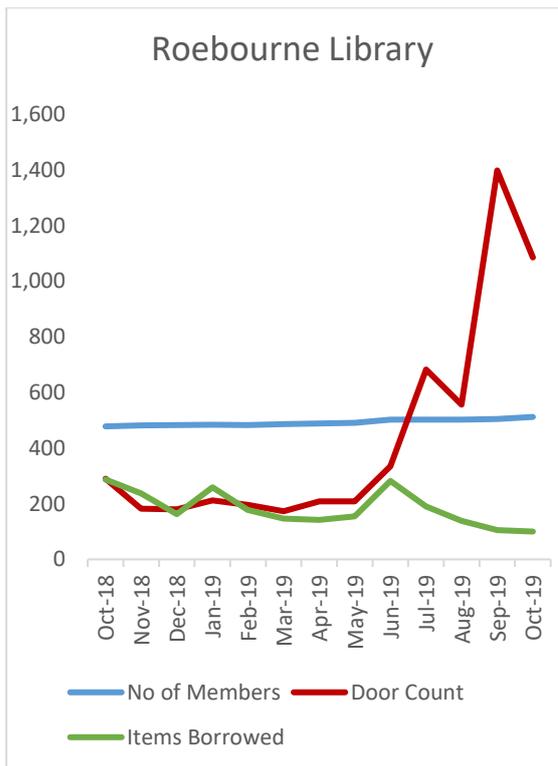
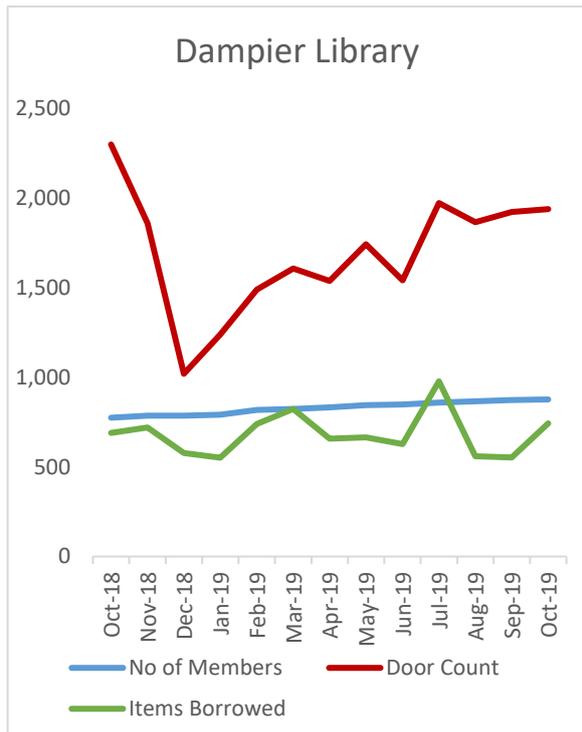
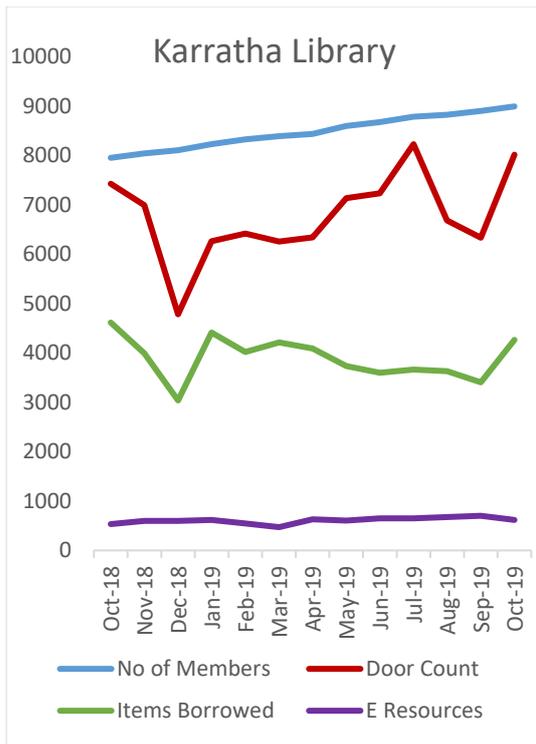
To provide Council an update on October activities for Community Services.

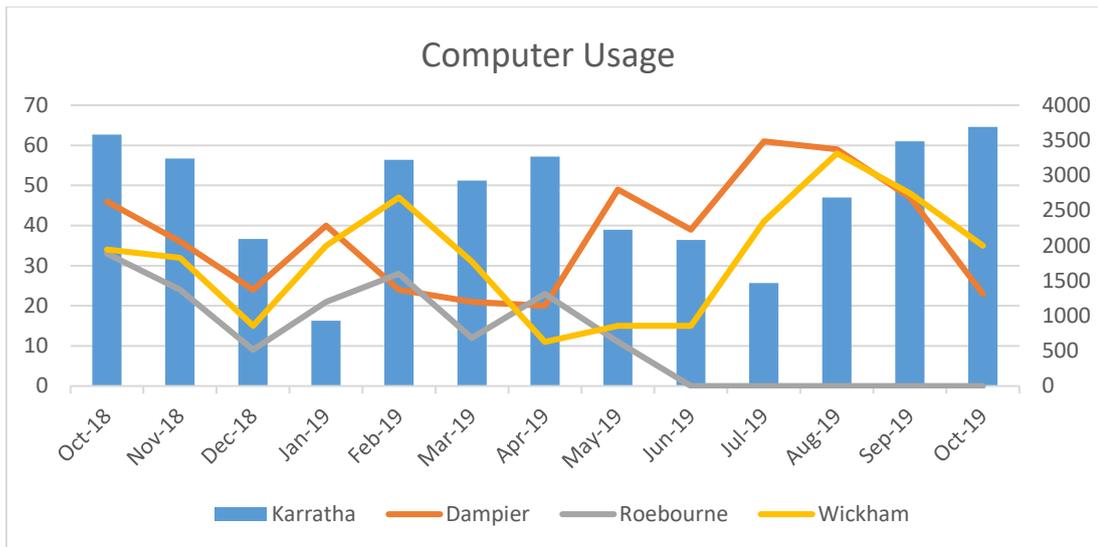
1. COMMUNITY PROGRAMS**1.1 Arts & Culture****Citizenship Ceremony**

- Held Thursday 24 October.
- 69 new citizens and 78 guests in attendance.

1.2 Library Services

- Karratha – Door numbers increased due to a very busy school holiday period and the library being a collection point for the Water Corp Shower Head Swap. Computer usage has increased again in October and increased number of patrons through the door can be attributed to school holiday users.
- Dampier – Computer usage decreased by 51% due to downtime for public management system installation.
- Wickham – New families have been visiting the library and signing up as library members. Increase in door count is directly related to the increase in visitors during the school holidays. The library was part of the Wickham Rec Precinct school holiday program which influenced the increase in the number of visits.





1.3 Youth Services

Western Corridor

- Now opening Sundays (7-day operation)
- Indigenous engagement remains about 80%.
- Attendance has increased from Oct 2018 as a result of school holiday program, offering 10-11 programs per week in Karratha/Dampier.

Western Corridor Youth Programs Attendance													
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2015						316	587	419	446	691	301	288	3,048
2016	290	251	428	615	434	432	1,384	439	393	691	586	371	6,314
2017	424	405	677	435	582	445	601	350	410	420	392	279	5,420
2018	497	335	551	447	350	363	373	301	342	470	312	243	4,584
2019	200	445	442	761	813	746	1,098	575	596	609			6,285

Eastern Corridor

- Eastern Corridor Youth Services ran 15 programs in every school week in October. These programs ran 7 days per week. Each day was a combination of a Program and 'Drop In' time.
- A school holiday program was also delivered this month.
- There was a 20% increase in numbers from last month and attendance is more than double from the same time last year. This is due to a wider range of programming over extended days and times.
- 85% of youth attending Eastern Corridor Youth Services identified as being either Indigenous or Torres Strait Islander.

Eastern Corridor Youth Programs Attendance													
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2015						402	717	384	354	591	301	391	3,140
2016	283	448	488	676	528	528	422	401	479	426	252	257	5,188
2017	216	276	422	441	508	494	481	397	384	296	179	227	4,321
2018	355	246	292	227	258	272	344	298	307	258	248	137	3,242
2019	78	150	193	196	782	676	1,002	580	555	668			4,880

2 COMMUNITY FACILITIES

2.1 Karratha Leisureplex

- Highest ever membership numbers for October, with an approximate 6% increase on October 2018. Results from a good renewal rate of above 50% of expiring members assisted by ongoing member engagement and marketing via social media.
- 28% increase in member attendance when compared to September 2019 on the back of an additional 12,105 people attending the aquatic area due to warmer weather and the recommencement of Swim Club & Water Polo.
- Approx 1.3% increase in total attendances YTD when compared to 2018 and on track for over 500,000 annually in 2019/2020.
- Term 4 swim school of 614 participants, up approx. 10% compared to Term 4 2018.

	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	June 2019	July 2019	Aug 2019	Sep 2019	Oct 2019
CURRENT MEMBERS	1,299	1,344	955	1,325	1,395	1,382	1,272	1,193	1,173	1,148	1,172	1,180	1,399
SUSPENDED MEMBERS	150	146	431	187	132	142	166	167	154	156	157	201	139
TOTAL MEMBERS	1,449	1,490	1,386	1,512	1,527	1,524	1,438	1,360	1,327	1,304	1,329	1,381	1,538
FULL MEMBER VISITS	2,597	2,834	2,041	2,359	3,280	2,353	1,973	1,988	1,530	1,627	1,707	1,980	2,467
GYM MEMBER VISITS	1,428	1,410	963	1,150	1,368	1,334	1,237	1,353	1,188	1,345	1,335	1,579	1,725
POOL MEMBER VISITS	1,639	1,971	1,210	1,816	1,972	1,407	1,007	620	327	461	406	476	1,887
GROUP FITNESS VISITS	1,161	1,246	662	728	1,111	1,054	850	1,126	1,111	1,022	1,179	1,126	1,206
24 HOUR MEMBER VISITS	3,233	3,236	2,648	3,196	3,491	3,084	3,143	2,954	2,596	4,053	4,304	4,449	4,984
TOTAL MEMBER VISITS	10,058	10,697	7,524	9,249	11,222	9,232	8,210	8,041	6,752	8,508	8,931	9,610	12,269
TREND	34%	6%	-30%	23%	21%	-18%	-11%	-2%	-16%	26%	5%	8%	28%
MEMBER VISIT RATIO / MONTH	7.7	8.0	7.9	7.0	8.0	6.7	6.5	6.7	5.8	7.4	7.6	8.1	8.8

	TOTAL19/20 Year to Date	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct 2019
AQUATIC	28,455	14,818	15,861	12,094	12,573	14,447	11,582	7,664	7,850	2,224	3,067	3,406	4,939	17,044
GYM	32,061	6,372	6,476	4,971	5,901	6,914	5,911	5,696	5,665	4,578	6,589	6,884	10,178	8,411
PERSONAL TRAINING	855	295	276	200	123	224	221	246	312	187	187	239	239	220
GROUP FITNESS	8,790	2,528	2,945	1,456	1,671	2,882	2,394	1,883	2,364	2,160	2,021	2,279	2,202	2,288
CRECHE	4,722	1,478	1,370	809	1,216	1,365	1,087	1,142	1,222	933	1,065	1,045,	1,206	1,406
HOLIDAY PROGRAM	1,287	885	0	398	944	84	0	0	0		623	0	0	664
TOTAL RECORDABLE VISITS	76,200	26,375	26,930	19,927	22,427	25,916	21,194	17,208	17,413	10,082	13,552	13,852	18,764	30,032
OTHER VISITS	84,104	30,035	31,630	17,844	10,014	29,242	29,242	22,594	28,322	21,813	15,702	19,944	24,552	23,906
TOTAL VISITS	160,304	56,410	58,560	37,771	32,441	55,158	53,613	39,802	45,735	31,895	29,254	33,796	43,316	53,938
GROUP FITNESS AV/CLASS	12.47	13.89	14.8	10.7	15.2	16.6	14.5	12.6	12	12.13	11.48	13.2	12.63	12.57
Swim school participants	1,253	555	555	555	556	556	556	310	310	310	167	213	213	614

2.2 Wickham Recreation Precinct

- Fitness attendance continues to increase due to Fitness Challenge incentives and membership drive (adding value to current memberships through programs offered & additional fitness appraisals).
- Play Program (crèche) attendance higher due to more people in town accessing classes and gym. These numbers could be higher but we have had to limit our sessions due to staffing resources. (currently exploring options on how to accommodate these additional numbers).
- Programs attendance higher due to Halloween Program run at the Pool and our Holiday Program was another sell out.
- Wickham attendance is higher due to the warmer weather, increase in programs offered, WRP run swimming lessons and new summer hours allowing shift workers to access the pool before and after work.

Wickham Rec Precinct and Roebourne Aquatic Centre continual improvements due to offering new, exciting and innovative programs not currently offered around towns.

	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct 2019
Total Members	244	248	236	254	252	255	241	232	222	215	218	223	226
Pool Attendance	2,316	2,251	1,928	2,178	2,041	1,926	2,999	218	63	207	252	955	3,040
Group Fitness Average/ Class	10.0	10.1	9.1	10.3	10.6	10.1	12.0	13.3	11.5	11.3	12.2	10.9	11.9
Group Fitness Classes	41	38	27	35	36	30	35	32	33	44	35	38	40
Group Fitness Total Participants	415	381	246	362	381	303	420	426	378	498	428	415	474
Gym Attendance	1,251	1,430	1,193	1,240	1,432	1,309	1,290	1,200	1,021	1,111	1,191	1,267	1,391
Rec Programs	198	290	132	196	204	438	391	71	111	272	216	217	451
Play Program	380	454	259	272	350	286	392	306	279	388	392	403	517
TOTAL RECORDABLE VISITS	4,560	4,806	3,758	4,248	4,408	4,262	5,492	2,221	1,852	2,476	2,479	3,257	5,873

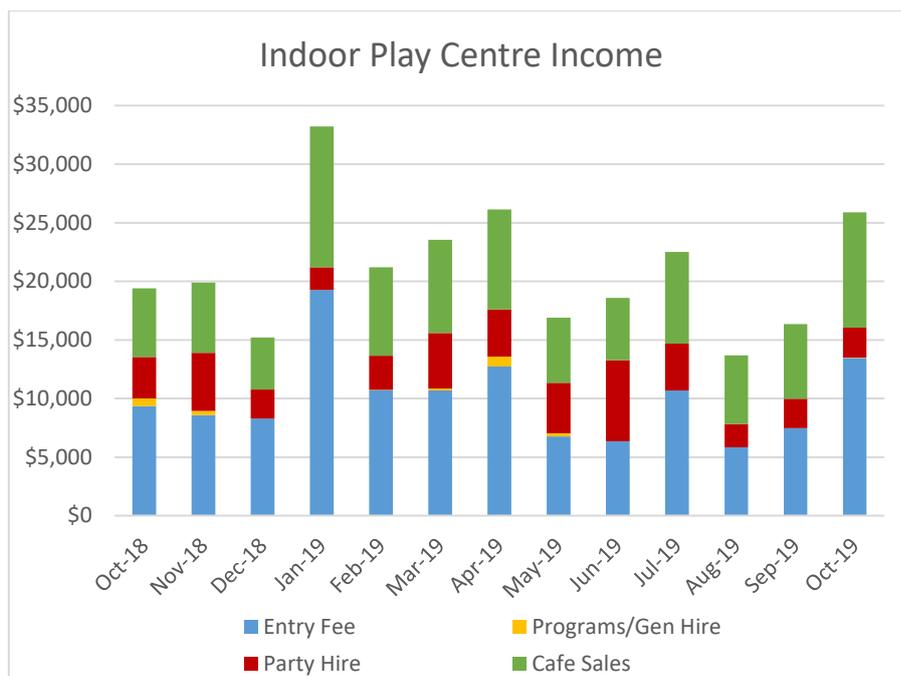
2.3 Roebourne Aquatic Centre

- RAC attendance higher due to warmer weather, later hours offered on the Friday and programs run during this time.

	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May to Sept 2019	Sept 2019	Oct 2019
Pool Attendance	1,067	1,248	1024	872	1212	1113	883	CLOSED	52	1,537

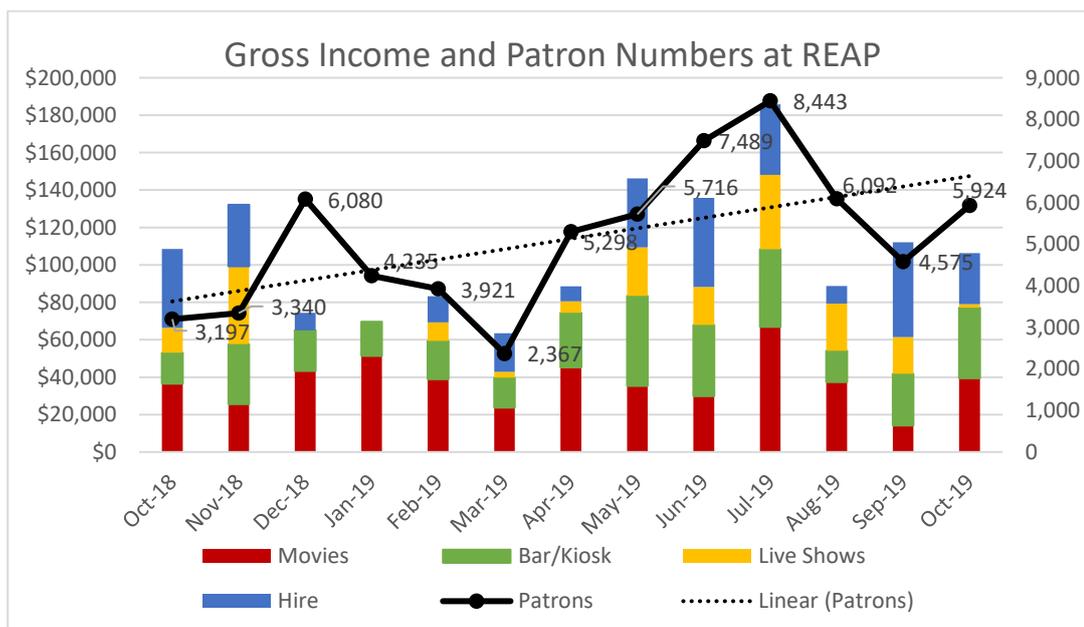
2.4 Indoor Play Centre

- Party hire is down this month.
- After school afternoons brought in 78 guests this month.
- Rolled out new program for Fridays and having great feedback.
- As the weather continues to get warmer we are getting busier.



2.5 Red Earth Arts Precinct

- 26 Venue hires including KDCCI Business Excellence Awards, Pilbara Educational Forum for 350 teachers across the City, RioTinto Service Dinner and a Rio Tinto Manager’s Meeting, Octoberfest, Karratha Senior High School Presentation Evening plus dance school and theatrical groups regular weekly bookings.
- 21 Movie screenings across a wide range of genres, with an average attendance of 146 patrons.
- 2 Live performances of Picasso and His Dog presented by Lemony S Puppet Theatre.
- Compared to October 2018 the ticketing income from movie sales has only slightly increased, the bar and kiosk sales have nearly doubled.



14.5 PILBARA 2050 REGIONAL CYCLING STRATEGY

File No:	CS.87
Responsible Executive Officer:	Director Community Services
Reporting Author:	Community Safety Coordinator
Date of Report:	24 October 2019
Disclosure of Interest:	Nil
Attachment(s)	1. Pilbara Regional Cycling Strategy Preliminary Routes Consultation Package 2. Bicycle Route Hierarchy

PURPOSE

To inform Council on the progress of the Pilbara 2050 Regional Cycling Strategy by the State Government's Department of Transport (DoT).

BACKGROUND

The DoT has been developing regional cycling strategies in response to key actions of the Western Australian Bicycle Network (WABN) to identify gaps in existing cycling networks, plan for future growth corridors and produce strategic and operational plans for regional centres.2031. Regional Cycling Strategies have already been completed in Esperance, Bunbury-Wellington, Leeuwin- Naturaliste, Warren-Blackwood and Geraldton areas.

The DoT has commenced developing the 2050 Regional Cycling Strategy for the Pilbara, in collaboration with the local governments of the area. This will set out a vision for a long-term cycling network for key Pilbara townsites, including Dampier, Karratha, Roebourne, Wickham and Point Samson.

The project team have developed aspirational bicycle network plans based on the themes of:

- Creating connected towns;
- Developing unique cycling tourism experiences;
- Enabling healthy active communities;
- Connecting people to where they live, work, play and learn; and
- Fostering connections between industry and towns.

The DoT project team is conducting community and stakeholder consultation with and within the City of Karratha during October and November. Council will have opportunity to provide feedback on the draft Strategy prior to being requested to endorse the finalised Strategy mid-2020.

The City of Karratha has been successful in securing grant funding from the WABN over the last 7 years, with a total contribution of nearly \$1.78 million provided to assist in planning and installation of bicycle networks in the City.

Opportunities provided through the Strategy include development of the following cycle networks:

- Point Samson to Wickham and Roebourne;
- Wickham to Cossack;

- Karratha to Dampier;
- Burrup Road to Hearsons Cove and Withnell Bay/King Bay Industrial area; and
- Completion of Karratha network outlined in Footpath Strategy.

CONCLUSION

Officers from the City will continue to engage with the DoT in the development of the Pilbara Regional Cycling Strategy. This engagement will be will be underpinned by the City's existing plans, including the Strategic Community Plan, Community Footpath Plan, Footpath Lighting Strategy and Karratha Revitalisation Strategy.

14.6 DEVELOPMENT SERVICES UPDATE

File No:	LE.245; LE.288; GR.27; TA/1/1; ED.1
Responsible Executive Officer:	Director Development Services
Reporting Author:	Manager Approvals & Compliance
Date of Report:	30 October 2019
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To provide annual statistics from Development Services for the Council's information. The period reported on includes 01.10.2019 to 29.10.2019 (21 business days).

- There were 67 after hours calls received for this period, of which 50 required an immediate response.
- This period had a focus on dog and cat control, as well as bush fire inspections and cyclone preparation.
- Nearly 70% more commercial building permits issued so far this year in comparison to last year.
- 14 Applications for a Certificate of Design Compliance have been received from the Town of Port Hedland this month.
- Works have commenced at PMG's new base at the Homemaker's Centre.
- Rio Tinto have completed all works in regards to the re-clad of the Wickham Lodge and Cajuput Village.
- Estimated cost of development so far in 2019 is 16 times higher than 2018 figure
- Active Direction Notices: 4 (KIE = 2)
 - Within 65 day notice period 2;
 - Applications for development approval received 1; and
 - Expired and likely to be prosecuted through Courts 1.
- There are currently 21 projects being progressed of which 16 are on target and 5 are within tolerance.

Rangers Statistics 2019											
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD
Inspections/reinspections/audits											
Activities on City Properties	11	4	7	7	33	37	10	7	47	4	167
Abandoned vehicles	18	21	34	32	30	23	17	10	16	20	221
Animal (dogs/etc)	91	123	160	161	153	161	292	178	145	129	1593
Cats	41	42	51	47	39	49	47	28	40	61	445
Camping	1	1	0	6	14	25	37	8	13	1	106
Cyclone	3	0	43	19	2	2	0	0	5	3	77
Bushfire Hazard/Permit to burn	1	0	1	3	6	3	2	3	5	46	70
Litter	73	80	58	57	67	47	33	18	38	36	507
Parking	13	126	162	129	157	111	116	12	119	95	1040
Off Road Vehicles	6	5	19	24	14	7	17	6	11	7	116
Unsightly Properties	6	5	21	8	11	27	10	2	25	38	153
Monthly total	264	407	556	493	526	492	581	272	464	440	4495
Infringements Issued											
Bushfire	1	0	0	0	0	0	0	0	0	0	1
Activities on City Properties	0	0	1	0	4	0	3	0	0	0	8
Animal Environment & Nuisance	6	0	2	1	1	0	0	1	0	0	11
Animal (dogs/cats/etc)	6	9	12	15	12	19	34	25	13	12	157
Camping	0	0	0	0	0	1	0	1	1	0	3
Litter	6	1	4	4	7	1	4	1	1	2	31
Parking	9	38	38	31	43	28	33	6	78	37	341
Monthly total	28	48	57	51	67	49	74	34	93	51	552
Infringements											
Value of Infringements Paid to Date	10534	19560	29792	39505	58009	66776	74816	81089	91499	101890	101890
Infringements withdrawn	3	4	2	6	2	5	15	4	3	6	50
Impounded Dogs											
Central	6	8	3	12	16	10	14	18	10	17	114
East	12	9	9	3	3	10	3	21	12	11	93
West	16	11	17	19	14	9	19	18	13	12	148
Monthly total	34	28	29	34	33	29	36	57	35	40	355
Released to Owner	10	13	15	16	19	12	21	25	11	20	162
Rehomed to SAFE	13	4	8	8	5	10	4	13	13	13	91
In pound at present	6	1	2	7	4	3	7	6	6	6	48
Holding pending court cases	0	1	2	0	0	0	0	0	0	0	3
Deceased	0	0	0	0	0	0	0	1	0	1	2
Euthanised	5	9	2	3	5	4	4	13	5	0	50
Monthly total	34	28	29	34	33	29	36	58	35	40	356
Impounded Cats											
Central	13	17	12	14	10	18	8	7	13	9	121
East	24	15	11	6	5	9	4	3	12	14	103
West	4	3	18	11	16	16	19	2	6	14	109
Monthly total	41	35	41	31	31	43	31	12	31	37	333
Released to Owner	0	2	26	0	0	0	1	0	2	1	32
Rehomed to SAFE	22	16	14	9	5	14	6	2	8	5	101
In pound at present	4	1	0	2	0	1	0	1	0	1	10
Euthanised	14	16	1	18	26	28	24	7	19	27	180
Deceased	1	1	0	2	0	0	0	2	2	1	9
Monthly total	41	36	41	31	31	43	31	12	31	35	332

Ranger Statistics 2018												
TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Inspections/reinspections/audits												
215	35	32	44	8	8	7	22	10	5	19	15	10
275	24	15	31	15	20	11	21	24	20	33	27	34
1641	165	132	99	150	148	125	153	187	106	118	101	157
443	23	30	40	48	47	39	47	45	20	22	34	48
103	1	2	4	10	17	19	11	16	8	12	2	1
36	2	2	3	0	0	6	1	0	1	9	4	8
120	7	9	10	5	2	8	3	4	58	5	6	
808	24	22	44	161	86	96	47	79	73	60	31	85
2062	180	161	247	245	271	156	148	136	115	113	172	118
214	38	23	8	11	16	14	12	25	17	18	12	20
412	8	7	44	31	23	8	11	5	20	37	8	9
6128	507	435	574	684	638	489	476	530	389	499	411	496
Infringements Issued												
7	0	0	0	0	0	1	0	0	0	0	0	6
10	2	0	0	0	0	0	0	0	0	0	0	8
15	0	0	2	3	0	0	2	0	1	0	5	2
214	29	18	17	17	13	24	26	30	3	12	7	18
2	0	0	0	0	0	2	0	0	0	0	0	0
40	1	0	1	6	5	0	7	4	5	5	2	4
600	53	50	84	90	100	27	37	28	27	39	32	33
888	85	68	104	116	118	54	72	62	36	56	46	71
Infringements												
108760	9317	17325	27472	38045	53731	65360	77549	84102	89880	96001	101863	108760
53	0	9	0	6	7	1	8	0	8	9	2	3
Impounded Dogs												
157	15	5	10	18	17	9	11	11	5	11	23	22
108	20	10	2	20	11	7	21	5	3	2	3	4
204	28	20	16	19	21	21	22	12	7	13	8	17
469	63	35	28	57	49	37	54	28	15	26	34	43
231	23	18	15	30	25	21	18	16	7	15	16	27
93	19	6	10	12	11	4	7	4	2	5	1	12
60	9	6	3	4	2	5	6	5	4	4	12	0
4	0	2	0	0	1	1	0	0	0	0	0	0
2	0	0	0	0	1	0	0	1	0	0	0	0
78	12	3	0	11	9	6	23	2	2	2	5	3
468	63	35	28	57	49	37	54	28	15	26	34	42
Impounded Cats												
113	6	8	10	13	13	11	10	10	8	2	13	9
75	0	2	9	14	4	1	4	9	3	7	15	7
95	5	1	4	8	12	7	10	4	0	17	13	14
283	11	11	23	35	29	19	24	23	11	26	41	30
9	1	0	0	2	0	0	0	2	2	1	0	1
93	4	1	9	9	4	2	1	5	3	21	27	7
11	0	0	0	0	1	3	1	0	1	1	2	2
164	6	10	14	23	23	12	22	16	4	3	11	20
6	0	0	0	1	1	2	0	0	1	0	1	0
283	11	11	23	35	29	19	24	23	11	26	41	30

Environmental Health Statistics 2019											
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD
Inspections/reinspections/audits											
Food premises inspection/reinspection	6	15	15	10	40	18	23	22	17	3	169
Lodging house inspection	1	0	0	0	14	1	5	6	1	0	28
Camping/caravan park inspection	0	0	0	0	4	2	1	0	0	1	8
Public building inspection	0	0	1	0	8	10	4	11	7	0	41
Swimming pool inspection	0	0	0	0	0	0	0	0	0	0	0
Hairdressers inspection	0	2	0	0	0	0	0	0	2	0	4
Beauty therapy/skin penetration inspection	0	0	0	1	1	0	1	3	1	1	8
Septic tank inspections	1	1	1	4	0	0	2	2	4	3	18
Closed premises	6	10	0	3	2	1	3	3	3	5	36
Monthly total	14	28	17	18	69	32	39	47	35	13	312
Health nuisances/complaints investigated											
Air Pollution	2	0	6	3	4	7	4	7	5	2	40
Building & Accommodation	4	1	1	2	0	0	4	4	2	1	19
Effluent & Water Pollution	0	0	1	3	0	2	2	1	4	2	15
Food Safety	1	0	4	8	2	2	2	1	1	3	24
Noise Pollution	6	3	6	10	2	7	17	5	13	6	75
Nuisance	1	3	2	2	2	0	0	0	3	0	13
Pest Control	3	3	1	9	3	2	3	7	14	4	49
Refuse & Litter	4	2	1	3	0	0	2	3	3	1	19
Skin Penetration	2	0	9	0	3	3	2	0	3	1	23
Stallholders & Traders	2	6	6	7	6	12	9	8	8	6	70
Other	0	0	0	0	0	0	0	0	0	0	0
Monthly total	25	18	37	47	22	35	45	36	56	26	347
Notifiable infectious diseases											
Ross River Virus (RRV)	1	0	0	0	1	0	7	1	1	1	12
Barmah Forest Virus (BHV)	0	0	0	0	0	0	0	0	0	0	0
Salmonellosis	1	1	26	4	2	1	1	0	0	6	42
Campylobacteriosis	1	1	1	2	6	1	0	1	0	4	17
Cryptosporidiosis	0	0	0	0	0	0	0	0	0	1	1
Other	2	0	1	0	1	0	1	2	0	0	7
Monthly total	5	2	28	6	10	2	9	4	1	12	79
Other health											
Assess development applications	4	6	12	18	16	7	20	9	19	12	123
Assess building applications	0	0	0	0	0	0	0	0	0	0	0
Respond to swimming pool positive detections	2	0	2	4	1	0	0	0	0	0	9
Healthy dog day	0	1	0	0	1	0	0	2	0	0	4
Chicken bleeding	2	2	2	3	2	2	3	2	1	2	21
Infringements issued	0	0	0	0	0	1	0	0	0	0	1
Monthly total	8	9	16	25	20	10	23	13	20	14	158

Environmental Health Statistics 2018												
TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Inspections/reinspections/audits												
249	10	55	24	26	12	10	10	11	18	19	17	37
27	0	0	0	1	0	3	8	1	2	11	0	1
7	0	0	5	2	0	0	0	0	0	0	0	0
74	1	4	1	13	3	7	11	0	4	15	4	11
25	0	0	0	0	0	0	0	0	0	16	9	0
13	0	0	0	0	1	0	1	0	1	1	2	7
26	1	1	1	0	1	3	0	1	1	3	5	9
9	0	1	0	4	1	1	1	0	1	0	0	0
39	5	2	2	2	6	3	0	5	1	2	9	2
469	17	63	33	48	24	27	31	18	28	67	46	67
Health nuisances/complaints investigated												
17	2	1	2	1	1	0	2	3	2	1	0	2
19	0	1	2	1	1	4	2	2	2	0	3	1
30	3	0	1	0	4	2	0	9	9	1	0	1
21	2	3	3	1	2	0	0	1	1	4	2	2
67	1	4	1	6	12	9	6	10	7	1	3	7
30	2	3	1	2	1	4	5	4	2	1	3	2
37	0	3	2	1	2	3	6	8	3	5	2	2
33	2	8	2	4	0	1	3	6	2	3	1	1
12	3	0	0	1	1	1	1	2	1	0	0	2
64	4	4	3	15	2	6	5	6	3	6	6	4
0	0	0	0	0	0	0	0	0	0	0	0	0
330	19	27	17	32	26	30	30	51	32	22	20	24
Notifiable infectious diseases												
9	0	0	0	2	4	1	0	0	2	0	0	0
1	0	0	0	1	0	0	0	0	0	0	0	0
25	5	1	3	2	7	4	1	0	0	0	0	2
15	2	1	1	0	1	2	0	4	2	2	0	0
0	0	0	0	0	0	0	0	0	0	0	0	0
10	2	0	1	0	0	1	0	3	2	0	1	0
60	9	2	5	5	12	8	1	7	6	2	1	2
Other health												
45	0	2	7	2	0	1	0	5	5	8	4	11
16	3	2	0	4	2	1	1	3	0	0	0	0
3	0	0	1	0	0	0	0	2	0	0	0	0
4	0	1	0	0	1	0	0	1	0	0	1	0
24	2	2	2	3	2	2	2	2	1	2	2	2
4	0	2	0	1	0	0	0	0	0	1	0	0
96	5	9	10	10	5	4	3	13	6	11	7	13

Building Statistics 2019											
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	YTD
Building Permits											
Dwellings	0	0	0	0	0	0	1	0	2	0	3
Alterations and Additions	0	0	0	0	3	1	3	2	2	1	12
Swimming Pools and Spas	1	7	6	8	2	5	7	3	6	4	49
Outbuildings (inc. signs and shade)	21	30	15	14	28	24	45	37	28	19	261
Group Development	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
Commercial	4	5	2	5	5	3	3	3	6	1	37
Monthly total	26	42	23	27	38	33	59	45	44	25	362
Building Approval Certificates & Demolition Certificates											
Demolition Permits	0	0	1	0	0	0	0	0	0	0	1
BAC's	1	0	0	1	1	0	0	0	0	0	3
BAC Strata	0	0	0	1	0	1	0	0	0	0	2
Monthly Total	1	0	1	2	1	1	0	0	0	0	6
Occupancy Permits											
Occupancy Permits	3	2	1	1	2	2	3	1	1	2	18
OP Strata	0	0	0	1	0	0	0	0	0	0	1
OP Unauthorised	0	0	0	0	0	0	0	0	0	0	0
Monthly total	3	2	1	2	2	2	3	1	1	2	19
Total \$'000 Construction Value	8,073	6,564	1,126	6,927	6,434	13,308	5,250	1,204	96,574	14,142	159,602
Applications Processed for Other Councils											
Shire Of Ashburton	3	6	0	0	8	2	1	0	29	0	49
Shire of Wyndham (East Kimberley)	0	0	0	2	1	3	2	0	0	0	8
Port Hedland	8	6	8	6	6	6	5	7	10	14	76
Monthly Totals	11	12	8	8	15	11	8	7	39	14	119
Private Certifications Provided											
Certificate of Design Compliance	0	0	1	0	2	0	0	1	0	0	4
Certificate of Building Compliance	0	1	1	0	0	1	0	0	0	0	3
Certificate of Construction Compliance	0	0	0	0	0	2	0	0	0	0	2
Monthly total	0	1	2	0	2	3	0	1	0	0	9
Total \$'000 Construction Value	0	7	403	0	927	0	0	0	0	0	1337
Private Swimming Pool Inspections (1 every 4 years)											
Monthly total	12	54	43	30	86	45	41	47	30	25	413

Building Statistics 2018												
TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Building Permits												
3	0	0	0	0	0	0	0	0	2	0	0	1
32	0	0	2	0	3	1	1	7	11	2	2	3
49	3	1	5	2	6	4	3	6	4	7	5	3
250	13	6	21	22	24	18	9	22	25	28	31	31
0	0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0	0
22	3	1	2	1	1	1	1	1	2	2	3	4
356	19	8	30	25	34	24	14	36	44	39	41	42
Building Approval Certificates & Demolition Certificates												
7	0	1	1	0	0	2	0	2	0	0	0	1
12	0	0	2	0	7	0	0	0	0	0	3	0
0	0	0	0	0	0	0	0	0	0	0	0	0
19	0	1	3	0	7	2	0	2	0	0	3	1
Occupancy Permits												
17	3	0	2	6	2	0	1	1	0	0	1	1
1	0	0	0	0	1	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	0	0	0	1	1
20	3	0	2	6	3	0	1	1	0	0	2	2
32,514	1,785	1,044	3,320	1,977	1,607	2,275	348	3,848	3,634	963	8,518	3,195
Applications Processed for Other Councils												
78	8	5	4	8	3	12	4	5	9	6	9	5
4	0	0	0	2	0	0	1	1	0	0	0	0
92	4	8	1	16	6	6	13	4	6	8	5	15
174	12	13	5	26	9	18	18	10	15	14	14	20
Private Certifications Provided												
5	1	0	0	1	1	0	0	0	0	1	1	0
6	1	0	1	2	1	0	0	0	1	0	0	0
4	0	0	1	0	1	0	1	0	0	0	0	1
15	2	0	2	3	3	0	1	0	1	1	1	1
1031	14	0	1	39	412	0	0	0	30	19	481	35

Planning Statistics 2019												Planning Statistics 2018												
CATEGORIES	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	Sep	OCT	YTD	TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Lodgement												Lodgement												
Development Applications	7	9	15	19	20	16	22	11	18	19	156	96	16	9	3	12	4	4	5	12	5	11	1	14
R-Codes Applications	4	2	10	7	7	5	13	6	12	11	77	75	3	8	3	10	9	5	4	8	9	6	6	4
Land Matters	11	10	12	30	10	8	12	5	13	7	118	119	13	10	6	3	7	10	6	21	10	12	7	14
Enforcement Matters	2	15	4	2	2	1	0	12	4	24	66	78	1	19	0	1	4	3	1	3	2	19	8	17
Scheme Amendments	0	0	2	0	0	1	0	0	0	0	3	2	0	0	1	0	0	0	0	0	0	0	1	0
Shire of Exmouth	-	-	-	-	-	-	-	-	-	-	0	13	-	-	-	-	-	2	5	5	1	0	0	0
Monthly total	24	36	41	58	39	30	47	34	47	61	417	383	33	46	13	26	24	24	21	49	27	48	23	49
Processing												Processing												
Average Number of Days (DA)	23	15	35	36	14	11	22	15	18	18	21	28	26	33	31	18	21	23	24	34	31	32	23	33
Application Fees	2489	10663	36483	47873	12364	72050	21537	9716	88720	51408	353304	177769	4650	2610	23562	30304	2184	36538	2039	6118	3228	22144	1549	42844
Development Value \$'000	475	100187	2600	656	25050	40948	86236	1652	126928	180921	565653	35869	5080	873	10675	2680	4592	3	1681	1720	17	380	3338	4830

PROJECTS LIST				
PROJECT	CONSULTANT	MOST RECENT ACTION	NEXT ACTION	STATUS
Local Planning Strategy	TBB RFF	WAPC has referred required modification to City for updating adapted version.	Undertake modifications and refer updated document to WAPC for endorsement.	Within Tolerance
Scheme Amendment 39 and DP10 (Workforce Accommodation)	TBB	Scheme Amendment has been gazetted. Draft revised version of DP10 presented to Council as part of this agenda for final approval consideration.	Council decision on draft revised version of DP10.	On Target
Mulataga Structure Plan	Roberts Day	City Officers have received draft version of updated structure plan prior to formal lodgement.	Formally lodge structure plan with WAPC and commence formal assessment.	Within Tolerance
Scheme Amendment 51 (Nickol Bay Hospital)	Nil (internal)	Scheme Amendment documentation has been referred to the Environmental Protection Authority for assessment.	Upon response from the EPA, the Scheme Amendment will be advertised for public comment.	On Target
40 Mile FMP Implementation	Nil (internal)	Co-contributor (YACMAC) underwent organisational changes which questioned the ability to spend the funding previously committed. YACMAC Director has confirmed works can still be completed.	Considering other options for delivering works with NRM Rangelands and other stakeholders in the event YACMAC unable to deliver works within funding period	Within Tolerance
Cleaverville FMP Implementation	Nil (internal)	The application to Coast West was unsuccessful in obtaining grant funding.	Identify funding sources through other grants or a possible application to Council for future budget review.	Within Tolerance
Smoke Free Strategy	Nil (internal)	Community consultation completed.	Working Group meeting.	On Target
Stall Holder Policy Review	Nil (internal)	The third workshop was held with fixed business and event organisers as part of the consultation and review process.	Workshop with vendors and fixed businesses prior to reporting to Council.	On Target
Local Biodiversity Strategy	Vicki Long and Associates	Field work has been completed. Identification of specimens and species list complete. Final report by consultant in progress and due mid-November.	Final report from Consultant due mid-November. Final report to DPIRD due 29 th November. Final payment to Consultant outstanding. Strategy development will commence.	On Target
Environmental Sustainability Strategy	Nil (internal)	Internal consultation and engagement with working groups took place to refine the draft strategy.	Continue internal consultation and preparation of draft report. Commence design work.	On Target
Business Climate Scorecard	Catalyse	Data has been collated processed by the consultant and the scorecard results have been received by staff.	Consultant to present on the findings. Focus areas and appropriate actions to be identified.	On Target
Direct Freight	Australian Floating Decks	Australian Floating Decks has progressed the establishment of a direct sea freight service from Singapore to Dampier.	Support Australian Floating Decks with progressing the service.	On Target

PROJECTS LIST				
PROJECT	CONSULTANT	MOST RECENT ACTION	NEXT ACTION	STATUS
Victoria Hotel Activation (Ganalili Centre)	RFF	The Visitor Centre and Cultural Centre are now operational with the services being delivered by Wawardu (Juluwarlu).	City staff continue to work with the Operational Steering Group on visitor services and tourism development and promotion of the Centre.	On Target
EcoHub	Naja & Mann Advisory	Work commenced on the preparation of the scope of works to develop a detailed business plan to progress the EcoHub. City Staff met with proponents interested in the development of the greenhouse. Advice has been sought from the Department Planning Lands and Heritage around the development.	Work with interested proponents and the Department to progress the initiative. Investigate options to enable access to the land identified for development.	On Target
Destination Management Plan	Stafford Strategy	The Tourism Advisory Group and industry operators have agreed on a set of priority actions.	City staff to prepare project plans for priority actions.	On Target
Island Camping	RPS	Preliminary reports were prepared to inform the scope of works for the environmental and heritage studies.	Continue to work with MAC to undertake the work to obtain the relevant approvals.	Within Tolerance
Native Yindjibarndi Plants (Wanggalili)	Kings Park Botanical Gardens	368 seedlings of six species of native plants were transported to the City's nursery. Growing, monitoring and reporting by City staff with support from Kings Park Botanic Gardens has commenced.	Monitor and report on progress to inform the business case.	On Target
Economic Development Prospectus	Nil	Work on a draft investment prospectus has commenced.	Finalise investment prospectus.	On Target
Land Supply Pipeline	Nil (internal)	An analysis of land available for development has been completed.	Align City led land supply analysis with the Department of Planning, Lands and Heritage their Land Capacity Analysis project.	On Target
OECD Conference	OECD	Discussions have been held with OECD representatives and City Staff to progress the 2020 OECD Conference in Karratha.	Formalise agreement and work with OECD to plan for the conference.	On Target
Business Bulletin	Nil	Work commenced on the next edition of the City's Business Bulletin.	Finalise and release Business Bulletin	On Target

14.7 DEVELOPING NORTHERN AUSTRALIA CONFERENCE UPDATE

File No: ED.2
Responsible Executive Officer: Director Development Services
Reporting Author: Manager City Growth
Date of Report: 1 November 2019
Disclosure of Interest: Nil
Attachment(s) Nil

PURPOSE

For Council to note the final acquittal and evaluation of the 2019 Developing Northern Australia Conference.

BACKGROUND

Council resolved to support the 5th Developing Northern Australia Conference (DNAC) under the Major Events Sponsorship and Attraction Program (MESAP). The DNAC was held in Karratha from 10th to 12th July and was the first time the conference has been held in WA. The focus of the conference was on the growth, progress and investment aligned to the Northern Australia Whitepaper. The conference involved complementary events including a pre-conference dinner, welcome reception and pre and post tours.

Under the MESAP program, the DNAC was expected to deliver on a number of key objectives and outcomes for the City of Karratha as the Host City Partner. These objectives and their outcomes are outlined below:

Objective/KPI	Outcome
Attendance of 300 delegates at the DNA Initiative.	<ul style="list-style-type: none"> • Delegate numbers reached 361, exceeding the target set. • WA attendance accounted for over 56% of delegates, an increase from 4.7% from the 2018 conference.
A minimum of 70% of suppliers engaged in event delivery to be registered businesses in the City of Karratha.	<ul style="list-style-type: none"> • 75% of suppliers engaged in the event delivery were registered businesses in the City of Karratha. • The total local spend with local businesses by conference organisers was \$204,162. • Local businesses engaged in the delivery of the conference included Onyx, REAP, Signs West, Karratha Florists & Gifts, Tourism Naturally and Kennards Hire, Best Western Plus The Ranges, Ibis Styles Karratha, Karratha Central Apartments and Karratha International.
To obtain a clear understanding of the visitation, social and economic impacts of the conference.	<p>The DNAC had a significant impact on the local economy as outlined below:</p> <ul style="list-style-type: none"> • Over 740 nights of accommodation were booked with local businesses; • The average length of stay for visitors was 2.56 nights; • The average cost per night of accommodation was \$271.50;

	<ul style="list-style-type: none"> • The estimated total accommodation spend was \$203,158; • The total spend with local suppliers (minus accommodation) was valued at \$139,507; • The total conference budget was \$453,888; and • The additional visitor spend in the local economy over the 3 days of the conference was approximately \$100K based on banking transaction data retrieved from Spendmapp. The categories including travel, dining & entertainment and specialised food retailing.
To promote REAP and the City of Karratha to a national audience and contribute to the City’s visions of becoming Australia’s most liveable regional city.	<ul style="list-style-type: none"> • 43% of delegates attending the conference were national attendees • 100% of delegates who completed the survey said they intended to return to the Pilbara.
To position the City as a unique destination for travellers and visitors.	<ul style="list-style-type: none"> • Through the pre & post tour offerings, delegates were able to experience some unique tourism offerings including island cruises, rock & resource tours and art & cultural tours of the Burrup Peninsula. • There were four packaged tours available and 37 delegates participated in one of more of these tours
To obtain a suite of high quality images and vision to be used to attract future events and initiatives.	The conference organisers provided full access to all conference photographs and videos including setup pictures of REAP.

Valuable feedback has been provided from the Conference organisers and has been incorporated into planning for all future conferences.

The delegate and conference organisers’ feedback has been very positive with the organisers commenting that DNAC 2019 was the most successful conference to date. The organisers also highlighted that support from the City of Karratha was instrumental in making the conference a success.

CONCLUSION

The Developing Northern Australia Conference was delivered in July 2019 under the Major Events Sponsorship and Attraction Program. This was the first time this conference had been held in WA and the first time a conference of the scale and calibre had been delivered in the City of Karratha. The DNAC was a success with all objectives and key performance indicators set out in the contract achieved. The total estimated local spend was approximately \$442,600 according to REMPLAN Economic Impact Modelling assessment tool. Officers were able to take a number of important lessons learnt from partnering in the delivery of the DNAC and have implemented the feedback into the delivery and planning of all future conferences.

14.8 REGIONAL TOURISM CONFERENCE UPDATE

File No: ED.2
Responsible Executive Officer: Director Development Services
Reporting Author: Manager City Growth
Date of Report: 1 November 2019
Disclosure of Interest: Nil
Attachment(s) Nil

PURPOSE

For Council to note the evaluation of the 2019 WA Regional Tourism Conference.

BACKGROUND

Council resolved to support the 5th annual WA Regional Tourism Conference (WATC) under the Major Events Sponsorship and Attraction Program (MESAP). The 2019 conference held from 16th to 18th September was the second regional conference and was the first time the Western Australian Indigenous Tourism Operators Council (WAITOC) joined the Tourism Conference. The conference involved complementary events including a gala awards dinner, welcome reception, post conference training as well as pre and post tours.

Under the MESAP program, the WATC was expected to deliver on a number of key objectives and outcomes for the City of Karratha as the Host City Partner. These objectives and their outcomes are outlined below:

Objective/KPI	Outcome
Attract attendance of 200 delegates to the WATC Initiative	<ul style="list-style-type: none"> • Delegate numbers reached 243 for the main Regional Tourism Conference; • 131 delegates attended the Aboriginal Tourism Conference and Visitor Centre session • The City’s sponsorship and travel assistance proved critical to achieving higher than target attendance.
Engage local suppliers in the event delivery and contribute to a measurable benefit to the City’s local businesses	<ul style="list-style-type: none"> • The total spend with local businesses was \$57,800; • This included local businesses such as Onyx, Bushlolly, Empire6714 and Tourism Naturally as well as accommodation providers including Best Western Plus The Ranges, Ibis Styles Karratha, Karratha Central Apartments and Karratha International; and • Five local stallholders were given the opportunity to exhibit and sell local goods at a pop-up market during the conference.
To establish a clear understanding of the visitation, social and economic impacts delivered by the MESAP program	<p>The WATC had a significant impact on the local economy as outlined below:</p> <ul style="list-style-type: none"> • Over 722 nights of accommodation were booked with various providers; • The average length of stay was 3.3 nights; • The average spend per night was \$348; and • Based on survey data, the estimated total delegate expenditure in Karratha was \$222,100.

<p>To promote REAP and the City of Karratha to a national audience and contribute to the City’s visions of becoming Australia’s most liveable regional city</p>	<ul style="list-style-type: none"> • Approximately 45% of all delegates attending the conference were from the Perth metropolitan area; • 88% of attendees surveyed intend to return within the next 3 years.
<p>To position the City as a unique destination for travellers and visitors</p>	<ul style="list-style-type: none"> • Through the pre & post tour offerings, delegates were able to experience some unique tourism offerings including a tour of the eastern corridor, island cruises, rock & resource tours and art & cultural tours of the Burrup Peninsula. • There were two packaged tours available with a number of additional tours offered; • 52 delegates attended the Roebourne and Cossack tour with an overall rating of 85%; and • The conference generated destination promotion to the value of \$45,420.
<p>Develop and promote regional tourism businesses in Australia’s North West</p>	<p>32% of delegates represented businesses from Australia’s North West.</p>
<p>To obtain a suite of high quality images and vision to be used to attract future events and initiatives</p>	<p>The conference organisers provided full access to all conference photographs and videos including setup pictures of REAP.</p>

Valuable feedback has been provided from the Conference organisers and has been incorporated into planning for all future conferences.

The delegate and conference organisers’ feedback has been very positive with the organisers commenting that they were extremely happy that WATC 2019 was better attended than the previous regional conference. The organisers also highlighted that support from the City of Karratha was instrumental in making the conference a success.

CONCLUSION

The WA Regional Tourism Conference was delivered in September 2019 under the Major Events Sponsorship and Attraction Program. This was the second and highest attended regional conference held in WA. The WATC was a success with all objectives and key performance indicators set out in the contract achieved. The total estimated local spend was approximately \$280,000 according to REMPLAN Economic Impact Modelling assessment tool. Officers were able to take a number of important lessons learnt from partnering in the delivery of the WATC and have implemented the feedback into the delivery and planning of all future conferences.

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:

18.1 CONFIDENTIAL ITEM - UNPAID RATES AND SERVICE CHARGES

18.2 CONFIDENTIAL ITEM - 4th OECD MEETING OF MINING REGIONS AND CITIES

Also included is the following:

ATTACHMENT TO ITEM 11.3 SPORTS LIGHTING WICKHAM MAIN OVAL - TENDER RECOMMENDATION REPORT

ATTACHMENT TO ITEM 12.1 LATEST VERSION OF THE KEY CONCEPTS TERM SHEET

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, 9 December 2019 at 6:30pm at Council Chambers
- Welcome Road, Karratha.