



ORDINARY COUNCIL MEETING

AGENDA

**NOTICE IS HEREBY GIVEN that an
Ordinary Meeting of Council will be held
via Electronic means on
Monday, 20 April 2020 at 5pm**

A handwritten signature in blue 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 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: Nil

Members of Public: Nil

Members of Media: Nil

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, 16 March 2020 and the Special Council Meeting held on Monday, 30 March 2020 be confirmed as a true and correct record of proceedings.

8 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

Mayor
04/03/2020 – State Council Meeting
05/03/2020 – WA Major Projects Conference
09/03/2020 – Karratha Central Healthcare Meeting
09/03/2020 – Councillor Briefing Session (City of Karratha)
10/03/2020 – Safer Communities Partnership Meeting
10/03/2020 – Meeting with ATCO Australia
10/03/2020 – City of Karratha Audit and Organisational Risk Committee Meeting
11/03/2020 – Meeting BBI Group
12/03/2020 – Meeting with Woodside
13/03/2020 – Woodside Community Liaison Group Meeting
13/03/2020 – Meeting with DevelopmentWA
13/03/2020 – Meeting with Yara
16/03/2020 – Ordinary Council Meeting (City of Karratha)
17/03/2020 – Meeting with Department of Communities
18/03/2020 – Meeting with Regional Capitals Australia
19/03/2020 – Meeting with Pilbara Mesquite Management Committee
20/03/2020 – Meeting with RSL WA
20/03/2020 – Meeting with local member Kevin Michel
23/03/2020 – Meeting with Point Samson residents
24/03/2020 – Meeting with WALGA People and Place Policy Team Meeting
27/03/2020 – COVID 19 Briefing State Government
27/03/2020 – Special Meeting of State Council
30/03/2020 – The Quarter Apartments – Management Committee Meeting
30/03/2020 – City of Karratha Special Council Meeting

9 EXECUTIVE SERVICES

10 CORPORATE SERVICES

10.1 FINANCIAL STATEMENT FOR PERIOD ENDED 29 FEBRUARY 2020

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Management Accountant
Date of Report:	18 March 2020
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

To provide a summary of Council’s financial position for the period ending 29 February 2020.

BACKGROUND

The following table is a summary of the Financial Activity Statement Report compared to the Budget as at 29 February 2020:

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	109,541,325	83,209,211	82,967,619	(241,592)	-0.3%	↓
Operating Expense	(104,663,887)	(96,309,229)	(61,515,086)	(56,914,341)	4,600,745	-7.5%	↑
Non Operating Revenue	36,288,733	22,713,181	8,862,476	14,521,686	5,659,210	63.9%	↑
Non Operating Expense	(52,917,546)	(57,387,240)	(29,593,936)	(24,600,344)	4,993,592	-16.9%	↑
Non Cash Items Included	18,176,299	17,305,207	11,911,834	11,363,947	(547,887)	-4.6%	
Restricted Surplus BFWD 18/19	805,297	656,270	656,270	656,270	0	0.00%	
Unrestricted Surplus BFWD 18/19	1,276,159	3,941,964	3,941,964	3,941,964	0	0.00%	
Restricted Surplus CFWD	644,630	452,483	452,483	452,483	0	0.00%	
Surplus/(Deficit) 19/20	27,328	8,995	17,020,250	31,484,318	14,464,068		

This table shows that Council is currently in a surplus position of \$31.48m, a positive variance of \$14.46m compared to the budgeted surplus position of \$17.02m, which reflects timing of transactions associated with 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	
1,116,162	▲ Grants Funds received earlier than planned; Community Safety \$323k, Youth Services \$262k, Cossack Art Program \$107k, Inter Regional Flight Support \$196k, Heavy Vehicle Safety Program \$228K
555,000	▲ Grant funding additional to budget for Karratha Airport Security Screening Equipment
306,927	▲ Investment Property - The Quarter - Income exceeding YTD budget, adjusted at March Budget Review
174,870	▲ Workers Comp & Insurance Rebate - Timing - LGIS 2018/19 Scheme surplus distribution received earlier than anticipated
2,152,959	▲ Positive Variance
1,325,922	▼ Dampier Foreshore Works - Timing - Grant funds will be received later than planned - Cashflow adjusted at March Budget Review
1,057,654	▼ Reimbursement-Roads & Streets - Claim for reimbursement of costs associated with TC Veronica, pending final payment from DFES
2,383,576	▼ Negative Variance
(230,617)	▼ Net Negative Variance
Operating Expenditure	
863,866	▲ Refuse Site Maintenance - 7 Mile - Timing - Evaporation pond cleaning will be rescheduled after cyclone season in cooler months. Plant op costs lower than anticipated due to reduction in reactive maintenance
673,204	▲ Overheads allocated to Functions are higher than anticipated, however as this is a non cash amount, it has no impact on surplus
550,981	▲ Works to commence later than planned: Karratha Open Spaces & Reserves - works to commence March \$177k; Town Street Maintenance - Timing \$197k, Footpath & Kerb Maintenance - Timing \$84k, Baynton West Oval - minor works deferred to 2020/21 \$93k
526,236	▲ General Waste/Recycling Collection & Street Sweeping - Timing
442,461	▲ Disaster Recovery - TC Veronica - Expenditure reclassified to Capex has created a credit balance in operating account
408,063	▲ Wickham AFL Lighting - Timing - Contract delays - Long lead time on materials
265,000	▲ Non Statutory Donations - 40% paid in November, with balance paid in January and June 2020
258,347	▲ Depreciation is lower than anticipated, however as this is a non cash amount, it has no impact on surplus
190,000	▲ Roundabout Mtce - Timing - Gawthorne & Balmoral roundabouts landscaping project c/fwd to 2020/21
172,595	▲ IT Software Expenses - Timing - variation in monthly scheduling of significant software invoices
170,772	▲ Wickham Transfer Station - Timing
138,355	▲ HHBSC Marina Contribution - Timing - cashflow adjusted at March Budget Review
115,027	▲ Kta Airport - WWTP Service & Mtce - Plant performance resulted in reduced maintenance and plant costs, cashflow addressed at March Budget Review
86,706	▲ WM Design & Investigation - Composting Trial Delay, addressed at March Budget Review
86,629	▲ Wickham Recreation Buildings Mtce - Timing - cashflow adjusted at March Budget Review
78,339	▲ Dampier Highway Streetscape - Timing - Dewitt Entry Project c/fwd to 2020/21
69,677	▲ Karratha Leisureplex Oval - Timing - Turf renovation works invoice not yet received
69,115	▲ Karratha Leisureplex Grant Funded Programs - Timing
61,255	▲ Crime Prevention Strategies - Underspend adjusted at March Budget Review - duplication of budget for youth program (City Hoopz), cancellation of Karratha Nightfields program and reduced Security Subsidy Scheme uptake
5,226,628	▲ Positive Variance

Operating Expenditure (cont.)	
896,773	▼ Disaster Recovery Costs - TC Damien - cashflow adjusted at March Budget Review
896,773	▼ Negative Variance
4,329,855	▲ Positive Variance
Non Operating Revenue	
3,626,727	▲ Tsf from Infrastructure Reserve - Timing of Reserve Transfer adjusted at March Budget Review
2,500,000	▲ Tsf from Partnership Reserve - Timing of Reserve Transfer adjusted at March Budget Review
6,126,727	▲ Positive Variance
327,393	▼ Timing of Reserve Transfers - Carry Forward Budget Reserve \$177k & Restricted Funds Reserve \$150k
327,393	▼ Negative Variance
5,799,334	▲ Net Positive Variance
Non Operating Expenditure	
1,178,034	▲ Purchase Plant & Equipment Landfill Operations - Timing - Awaiting delivery of Finecut Shredder Combs, Delay in delivery of MY20 Model Vehicle & Liquid Waste Transfer Pump, Cancelled procurement of Hextra Screen - cashflow adjusted at March Budget Review
863,012	▲ Tsf to Infrastructure Reserve - Timing of Reserve Transfer adjusted at March Budget Review
510,151	▲ Mooligunn Rd - Project completed with some works not required \$124k; Stormwater Structure Projects - Timing Delayed Works \$50k; Footpaths Major Replace/Renewals - Timing - Works delayed and to be completed May \$161k; Footpath Lighting works commenced and due to be completed by April \$107k; Kerb Renewals - Timing works to be completed by May \$68k
649,479	▲ Purchase Equipment Airport - Timing - Slight delay in tender evaluation
594,026	▲ Purchase Plant & Equipment - Road & Streets - procurement of Prime Mover - Timing \$339k; Ranger Services 1 x Light Vehicle & Trailer - Timing \$70k; Sanitation Services 2 x vehicles - Timing \$71k, Parks & Gardens Vehicles - Timing \$114k
456,292	▲ Walgu Park - Timing - Claim submitted and being processed
200,000	▲ 7 Mile Tip - Road Work Extension - Works to be reviewed in 20/21, cashflow adjusted at March Budget Review
150,000	▲ 7 Mile & Wickham Transfer Station - Container Deposit Sorting Sheds not proceeding, cashflow adjusted at March Budget Review
143,444	▲ Information Technology - Software & Hardware Initiatives deferred to 2020/21 including P2P WiFi, New Budget system, Admin alarm system, Altus or equivalent, Building Management System, CCTV
130,969	▲ Murujuga Nat. Park access Road - Timing - Masterplan to be developed over next 12 months, cashflow adjusted at March Budget Review
4,875,407	▲ Positive Variance

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 29 February 2020	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	0.80
Operating Surplus Ratio Operating Surplus (excl. capital grants & contributions) ÷ Own Source Revenue	0 – 15%	-8.0%	31.9%
Own Source Revenue Ratio Own Source Operating Revenue ÷ Operating Expenses	0.40 or above	0.84	1.26
Debt Service Cover Ratio Operating surplus before interest expense and depreciation ÷ Principal and interest Expense	> 2	32.2	114.5

Statement of Financial Position

	2020 February	2020 January	% change
Current			
Assets	90,336,778	92,601,127	-2.45%
Liabilities	8,021,548	8,345,805	-3.89%
Non Current			
Assets	703,240,160	703,760,461	-0.07%
Liabilities	841,298	841,298	0.00%
Net Assets	784,714,092	787,174,485	

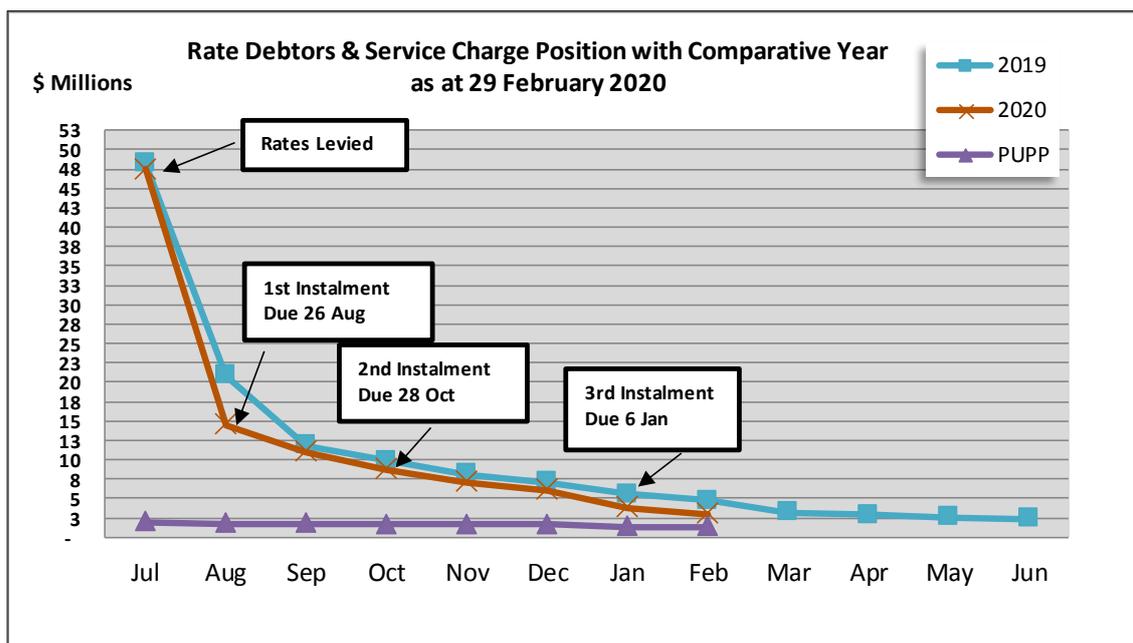
Current Assets decreased by 2.4% from January to February, primarily due to a decrease in accounts receivable. Current Liabilities also decreased by 3.9% compared to January due to a decrease in accounts payable. Non-Current Assets decreased by 0.07% and is partly attributable to accumulated depreciation. Capital expenditure of \$889k was incurred during the month as progress is being made on the capital works program including pavement sealing and crack patching works at Karratha Airport and Dampier Palms redevelopment. 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 February. The table also includes total Rates and PUPP Service Charges outstanding.

Debtors Schedule				
	2020 February	2020 January	Change %	% of Current Total
Current	3,171,869	2,386,037	33%	53.3%
> 40 Days	606,298	468,959	29%	10.2%
> 60 Days	488,665	291,641	68%	8.2%
> 90 Days	1,689,291	1,569,878	8%	28.4%
Total	5,956,123	4,716,515	26%	100%
Rates Debtors				
Total	3,014,465	3,795,190	-21%	100%
PUPP Debtors				
Total	1,354,410	1,375,140	-2%	100%

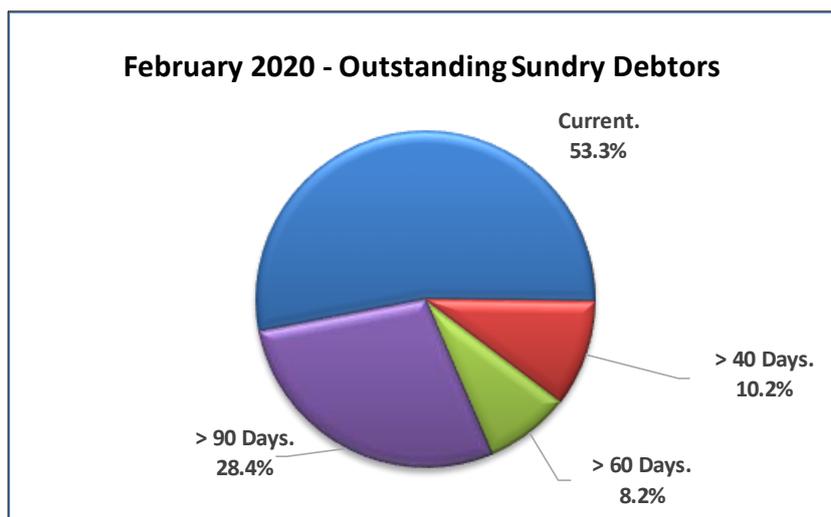
A total of \$46.7m of rates have been paid to end of February, representing a collection rate of 93.9% to date.



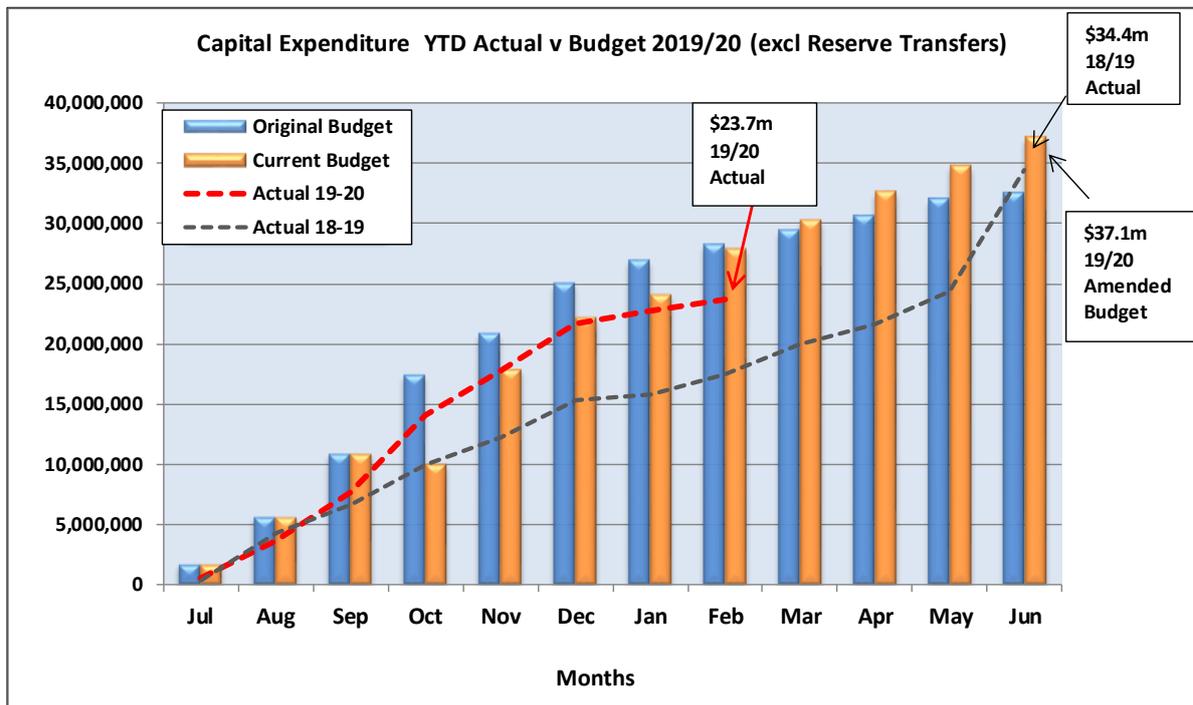
There was a decrease from January of 2% in the PUPP Debtors balance. PUPP payments have now been received on 99.6% of properties, and of those paid 98.0% have paid in full with 2.0% paying by instalments.

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	40 Days \$	60 Days \$	>90 Days \$	Comments
Karratha Sporting & Recreation Club Inc	4,101.83	5,457.97	5,060.97	Relates to Power Usage for October, November and December 2019. Payment reminders sent. Partial payment of \$1,000 received on 12/03/2020. Debtors Officer is liaising with the Club's Treasurer to complete a payment plan.
Supercivil Pty Ltd	0.00	5,184.36	559,621.79	Relates to Overcharge RFT 41 - 13/14 - Supplying and Laying of Asphalt. Legal opinion is being sought in order to advise on the next course of action.
Otan Karratha Pty Ltd	0.00	0.00	742,948.00	Council resolved at the October 2019 OCM to accept the debtor's settlement offer. Deed of settlement with Otan for execution.
Frank Smith	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. The Defendant has verbally agreed to the City's proposed settlement offer to transfer title in the property. Awaiting response from Debtor's lawyer.



Capital Expenditure



Council’s 2019/20 current Capital Expenditure amended budget is \$37.1m with the majority associated with major projects including Dampier Palms and Hampton Oval Redevelopment, Mooligunn Road, Karratha Airport Hanger projects and other infrastructure improvements. The following table shows capital expenditure is 15% 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
	29-Feb-20			30-Jun-20		
Land	0	0	0%	0	0	0%
Artwork	174,341	59,221	-66%	250,000	540,145	11%
Buildings	5,141,457	4,680,342	-9%	5,133,568	6,331,849	74%
Equipment	855,000	6,984	-99%	828,500	992,000	1%
Furn & Equip	647,758	447,918	-31%	1,008,237	1,787,758	25%
Plant	2,725,050	888,732	-67%	2,415,500	3,341,050	27%
Infrastructure	18,316,383	17,598,856	-4%	22,837,018	24,108,844	73%
Totals	27,859,989	23,682,053	-15.0%	32,472,823	37,101,646	64%

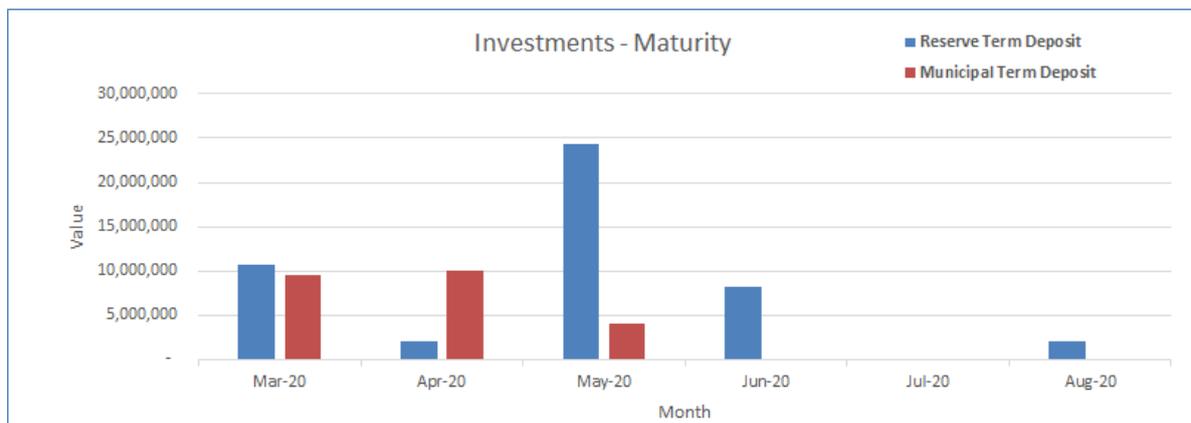
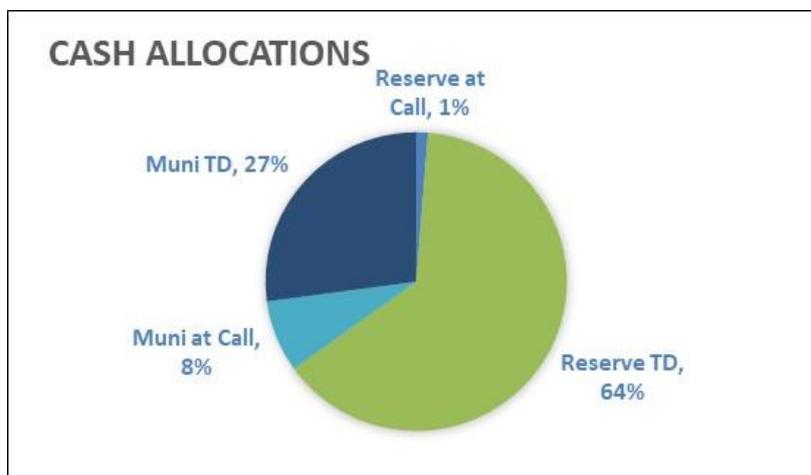
Further detail on these variances is included later in this report in the variance commentary by Program in the Statement of Financial Activity.

Cash and Investments

The following table indicates the financial institutions where the City has investments as of 29 February 2020.

Institution	Accounts	Principal Investment \$	Balance 29 Feb 2020 \$	Interest %	Investment Term	Maturity
RESERVE FUNDS						
WBC	Business Premium Cash Reserve		6,734,316	1.05	At Call	
WBC	Reserve Term Deposit	7,566,869	7,594,483	1.80	3 months	Mar-20
WBC	Reserve Term Deposit	3,014,248	3,026,606	1.74	3 months	Mar-20
WBC	Reserve Term Deposit	2,000,000	2,004,959	1.81	3 months	Apr-20
WBC	Reserve Term Deposit	9,583,448	9,786,617	2.65	12 months	May-20
BWEST	Reserve Term Deposit	5,019,973	5,020,425	1.64	3 months	May-20
WBC	Reserve Term Deposit	1,500,000	1,501,716	1.74	3 months	May-20
BWEST	Reserve Term Deposit	8,000,000	8,004,123	1.71	3 months	May-20
WBC	Reserve Term Deposit	8,000,000	8,133,611	2.40	12 months	Jun-20
ME	Reserve Term Deposit	2,000,000	2,000,959	1.75	6 months	Aug-20
MUNICIPAL FUNDS						
BWEST	Municipal Term Deposit	3,500,000	3,519,721	1.82	4 months	Mar-20
BWEST	Municipal Term Deposit	2,000,000	2,009,644	1.76	4 months	Mar-20
WBC	Municipal Term Deposit	2,000,000	2,008,199	1.74	3 months	Mar-20
WBC	Municipal Term Deposit	2,000,000	2,008,485	1.74	3 months	Mar-20
WBC	Municipal Term Deposit	6,025,403	6,042,135	1.81	3 months	Apr-20
WBC	Municipal Term Deposit	4,000,000	4,008,827	1.79	3 months	Apr-20
WBC	Municipal Term Deposit	2,000,000	2,002,288	1.74	3 months	May-20
BWEST	Municipal Term Deposit	2,000,000	2,008,901	1.64	4 months	Jun-20
WBC	Municipal (Transactional)		6,966,327	0.20	At Call	
	Cash on Hand		13,614			
TOTAL		70,209,942	84,395,956			

The balance of all Term Deposits includes interest accrued to 29 February 2020

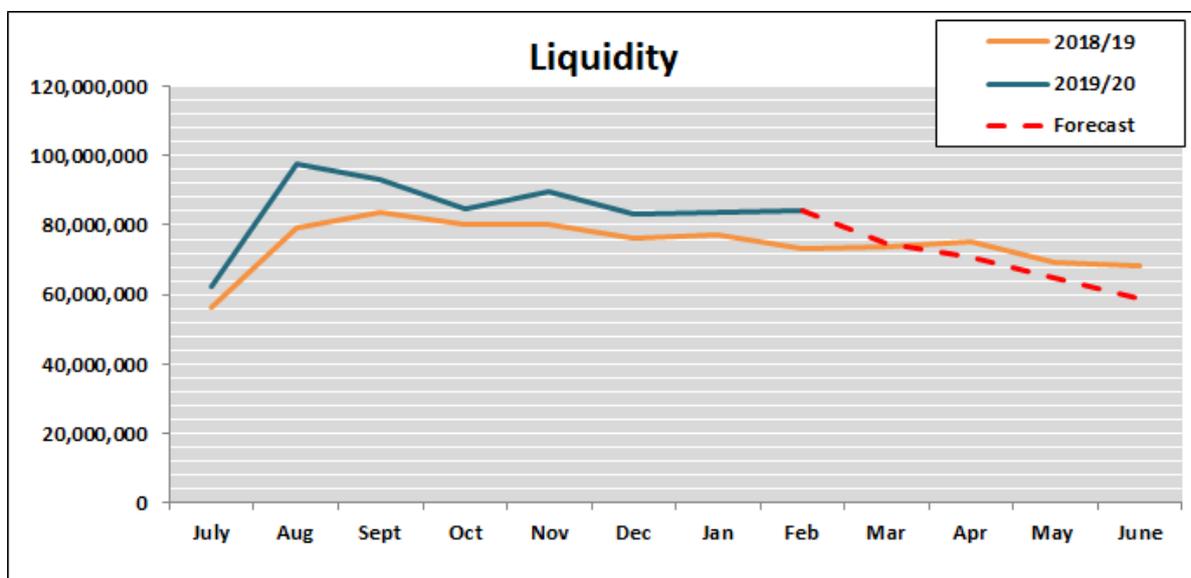


The Reserve Bank cash rate (overnight money market interest rate) remained at 0.75% during February. The Municipal funds held with Westpac Bank are currently earning 0.06% interest on balances between \$1m and \$5m in the everyday account and amounts greater than \$5m will earn 0.16%.

During February, Council had a total of \$21m matured in Municipal and Reserve investments, and \$15.5m was invested as follows:

- Reserve - \$8m for 3 months at 1.71%
- Reserve - \$2m for 6 months at 1.75%
- Reserve - \$1.5m for 3 months at 1.74%
- Municipal - \$2m for 3 months at 1.74%
- Municipal - \$2m for 4 months at 1.64%

The liquidity graph for 2019/20 demonstrates a decrease in liquidity during February, primarily due to payment of accounts payable.



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

	Month End – Feb 2020 \$	Year to Date – Feb 2020 \$	Life to Date – Feb 2020 \$
Total Income Received	281,371	1,954,658	6,678,712
Total Expense Paid	(112,931)	(838,060)	(3,305,417)
Net Income	168,440	1,116,598	3,373,295
Annualised ROI	10.1%	8.4%	6.5%

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 February 2020 with a year to date budget surplus position of \$17,020,250 (comprising \$16,567,767 unrestricted surplus and \$452,483 restricted surplus) and a current surplus position of \$31,484,318 (comprising \$31,031,835 unrestricted surplus and \$452,483 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	N/A	Nil
Financial	Low	The completion of the Monthly Financial Activity Statement report is a control that monitors this risk
Service Interruption	N/A	Nil
Environment	N/A	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 29th February 2020;
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 29th February 2020.

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 29th February 2020.

City of Karratha**Statement of Comprehensive Income**

By Nature or Type

for the period ending 29 February 2020

	Original Budget	Amended Budget	Budget YTD	Actual YTD	Material Variance ≥10%	\$50,000 or more	2018/19
	\$	\$	\$	\$	%	\$	\$
Revenue							
Rates	42,075,758	42,341,706	42,262,647	42,100,217	-	(162,430)	40,488,172
Fees and Charges	43,041,634	42,865,291	27,838,925	28,212,987	-	374,062	38,548,526
Operating Grants, Subsidies and Contributions	8,556,486	12,084,467	5,713,408	6,486,610	13.53%	773,202	13,840,155
Service charges	0	0	0	0			861
Interest Earned	2,316,425	2,002,782	1,520,656	1,551,695	-	-	2,455,903
Proceeds/Realisation	-	-	-	-			-
All Other	938,962	1,983,637	1,780,447	1,413,468	-20.61%	(366,979)	995,327
	96,929,265	101,277,882	79,116,082	79,764,977	-	648,895	96,328,944
Expenses							
Employee Costs	(34,467,960)	(35,079,194)	(22,623,315)	(23,490,440)	-	(867,125)	(35,315,195)
Materials and Contracts	(28,560,908)	(31,782,549)	(18,558,634)	(14,065,023)	-24.21%	4,493,611	(26,036,342)
Utilities (gas, electricity, water etc)	(6,268,791)	(6,335,794)	(4,191,871)	(3,776,619)	-	415,252	(5,824,123)
Interest Expenses	(8,076)	(8,076)	(4,295)	(3,496)	-18.60%	-	(9,919)
Depreciation	(18,688,498)	(17,740,354)	(11,810,692)	(11,554,927)	-	255,765	(17,692,578)
Insurance Expenses	(1,724,673)	(1,792,715)	(1,778,715)	(1,772,577)	-	-	(1,573,650)
Other Expenses	(14,764,981)	(3,329,595)	(2,446,422)	(2,094,356)	-14.39%	352,066	(2,726,957)
	(104,483,887)	(96,068,277)	(61,413,944)	(56,757,438)		4,656,506	(89,178,764)
	(7,554,622)	5,209,606	17,702,138	23,007,539			7,150,180
Non Operating Grants, Subsidies & Contributions							
Contributions	4,085,439	7,587,343	4,093,129	3,081,474	-24.72%	(1,011,655)	14,696,422
Profit on Asset Disposal	692,199	676,099	-	121,168	-	121,168	134,365
(Loss) on Asset Disposal	(180,000)	(240,952)	(101,142)	(156,903)	55.13%	(55,761)	(1,674,523)
Asset Accounting Change Reg 17A	0	0	0	0			(290,670)
Fair value adjustments to financial assets at fair value through profit or loss	0	0	0	0			122,620
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)	13,232,096	21,694,125	26,053,278			21,863,421
Other Comprehensive Income							
<i>Items that will not be reclassified subsequently to profit or loss</i>							
Changes in asset revaluation surplus	0	0	0	0		-	157,537
Total other comprehensive income	0	0	0	0			157,537
Total Comprehensive Income	(2,956,984)	13,232,096	21,694,125	26,053,278			22,020,958

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 Grants, Subsidies and Contributions	13.53%	773,202	323,274	▲ Community Safety - Timing - funds received earlier than planned
			262,000	▲ Youth Services - Timing - funds received earlier than planned
			195,900	▲ Economic Development Inter-Regional Flight Network - Timing - funds received earlier than planned
			107,145	▲ Cossack Art Program - Timing - Contribution received earlier than planned
			61,262	▲ Education Dept - Roebourne Pool Contribution - Additional funds received, cashflow adjusted at March Budget Review
			949,581	▲ Positive Variance
			310,000	▼ Grants & Contributions Ovals - Timing - Education Department contribution for Joint Use of Ovals
			310,000	▼ Negative Variance
			639,581	▼ Net Positive Variance
All Other Revenue	-20.61%	(366,979)	213,722	▼ Reimbursement-Roads & Streets - Insurance claim reimbursement of costs associated with TC Veronica
			180,000	▼ Dampier Community Hub - Timing - Insurance claim reimbursement
			393,722	▼ Negative Variance
Expenses from Operations	Material Variance		Significant Items	
Materials & Contracts	-24.21%	4,493,611	708,308	▲ General Waste/Recycling Collection & Street Sweeping - Timing
			547,573	▲ Works to commence later than planned: Karratha Open Spaces & Reserves - works to commence March \$151k; Town Street Maintenance - Timing \$136k, Footpath & Kerb Maintenance - Timing \$105k, Drainage Maintenance - Timing \$104k, Median Strip Maintenance - Timing \$52k
			442,461	▲ Disaster Recovery - TC Veronica - Expenditure reclassified to Capex has created a credit balance in operating account
			400,728	▲ Wickham AFL Lighting - Timing - Long lead time on materials
			351,585	▲ Economic Development Projects - Timing
			183,963	▲ Airport Recoverable - Security & Screening - Timing - Invoice delay
			172,595	▲ IT Software Expenses - Timing - variation in monthly scheduling of significant software invoices
			193,995	▲ Roundabout Mtce - Timing - Gawthorne & Balmoral roundabouts landscaping project c/fwd to 2020/21
			139,633	▲ Strategic Planning Projects - cashflow adjusted at March Budget Review
			117,831	▲ Investment Property - The Quarter Bldg & Carpark Op Costs - Timing, cashflow adjusted at March Budget Review
			104,568	▲ Baynton West Oval - Minor works deferred to 2020/21
			86,706	▲ WM Design & Investigation - Composting Trial Delay, addressed at March Budget Review
			74,640	▲ Dampier Highway Streetscape - Timing - Dewitt Entry Project c/fwd to 2020/21
			61,255	▲ Crime Prevention Strategies - Underspend adjusted at March Budget Review - duplication of budget for youth program (City Hoopz), cancellation of Karratha Nightfields program and reduced Security Subsidy Scheme uptake
			3,585,841	▲ Positive Variance
			87,552	▼ Disaster Recovery Costs - TC Damien - cashflow adjusted at March Budget Review
			87,552	▼ Negative Variance
			3,498,289	▲ Net Positive Variance

Variance Commentary by Nature & Type (cont.)

Expenses from Operations	Material Variance		Significant Items	
Other Expenses	-14.39%	352,066	239,292	▲ Non Statutory Donations - 40% paid in November, with balance paid in January and June 2020
			142,900	▲ HHBSC Marina Contribution - Timing - cashflow adjusted at March Budget Review
			61,329	▲ Investment Property - The Quarter Bldg & Carpark Op Costs - Timing
			443,521	▲ Positive Variance
Other	Material Variance		Significant Items	
Non Operating Grants, Subsidies & Contributions	-24.72%	(1,011,655)	555,000	▲ Grant Funding additional to budget for Karratha Airport Security Screening Equipment
			227,543	▲ C'wealth Grant Heavy Vehicle Safety Program - Timing
			782,543	▲ Positive Variance
			1,325,922	▼ Dampier Foreshore Works - Timing - Grant funds will be received later than planned - Cashflow adjusted at March Budget Review
			500,000	▼ Red Earth Arts Precinct Contribution - Timing - Final Payment
			1,825,922	▼ Negative Variance
			(1,043,379)	▼ Net Negative Variance
Loss on Asset Disposal	55.13%	(55,761)	55,761	▲ Loss on Asset Disposal - Timing, cashflow adjusted at March Budget Review

City of Karratha**Statement of Financial Activity
for the period ending 29 February 2020**

	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	48,023,017	46,304,528	46,536,980	-	232,452	↑
Governance	482,566	1,215,191	706,955	784,288	10.94%	77,333	↑
Law, Order And Public Safety	795,984	816,764	411,493	743,160	80.60%	331,667	↑
Health	156,850	157,250	142,450	143,742	-	-	
Education and Welfare	58,008	58,008	38,672	53,649	38.73%	-	
Housing	942,747	1,005,970	505,322	682,624	35.09%	177,302	↑
Community Amenities	12,308,200	12,316,278	8,884,480	8,667,681	-	(216,799)	↓
Recreation And Culture	14,273,422	17,297,225	7,074,081	6,090,168	-13.91%	(983,913)	↓
Transport	23,846,162	27,499,839	18,266,769	18,368,582	-	101,813	↑
Economic Services	627,440	692,979	472,958	453,836	-	-	
Other Property And Services	275,144	458,804	401,504	442,909	10.31%	-	
	101,706,903	109,541,325	83,209,211	82,967,619	-	(241,592)	
Expenses (Applications)							
General Purpose Funding	(11,627,044)	(1,844,337)	(1,376,803)	(1,177,455)	-14.48%	199,348	↑
Governance	(3,750,137)	(3,982,586)	(2,268,833)	(1,738,036)	-23.40%	530,797	↑
Law, Order And Public Safety	(1,874,341)	(1,600,349)	(1,071,018)	(1,044,279)	-	-	
Health	(1,188,091)	(1,226,100)	(806,608)	(839,661)	-	-	
Education and Welfare	(196,767)	(342,681)	(137,266)	(113,713)	-17.16%	-	
Housing	(830,189)	(903,508)	(655,455)	(713,558)	-	(58,103)	↓
Community Amenities	(16,048,012)	(18,175,770)	(11,610,881)	(9,492,428)	-18.25%	2,118,453	↑
Recreation And Culture	(41,135,777)	(40,472,614)	(25,282,473)	(23,675,131)	-	1,607,342	↑
Transport	(25,831,827)	(25,450,639)	(16,630,521)	(16,330,820)	-	299,701	↑
Economic Services	(2,184,678)	(2,437,547)	(1,589,442)	(1,193,967)	-24.88%	395,475	↑
Other Property And Services	2,976	126,902	(85,787)	(595,293)	593.92%	(509,506)	↓
	(104,663,887)	(96,309,229)	(61,515,086)	(56,914,341)	-	4,600,745	
NON OPERATING							
Revenue							
Proceeds From Disposal Of Assets	1,812,500	1,948,600	688,832	564,050	-18.12%	(124,782)	↓
Tsf From Plant Replacement Reserve	746,000	746,000	0	0	-	-	
Tsf From Infrastructure Reserve	27,998,755	13,664,684	7,790,763	11,416,816	46.54%	3,626,053	↑
Tsf From Partnership Reserve	4,970,501	5,304,929	0	2,500,000	-	2,500,000	↑
Tsf From Waste Management Reserve	0	627,726	0	0	-	-	
Tsf From Carry Forward Budget Reserve	177,393	177,393	177,393	0	-100.00%	(177,393)	↓
Tsf From Restricted Funds Reserve	0	150,000	150,000	0	-100.00%	(150,000)	↓
Tsf From Economic Development Reserve	500,000	0	0	0	-	-	
Proceeds from Self-supporting loans	83,584	93,849	55,488	40,820	-26.43%	-	
	36,288,733	22,713,181	8,862,476	14,521,686	63.86%	5,659,210	
Expenses							
Purchase Of Assets - Artwork	(250,000)	(540,145)	(174,341)	(59,221)	-66.03%	115,120	↑
Purchase Of Assets - Buildings	(5,133,568)	(6,331,849)	(5,141,457)	(4,680,342)	-	461,115	↑
Purchase Of Assets - Equipment	(828,500)	(992,000)	(855,000)	(6,984)	-99.18%	848,016	↑
Purchase Of Assets - Furniture & Equipment	(1,008,237)	(1,787,758)	(647,758)	(447,918)	-30.85%	199,840	↑
Purchase Of Assets - Plant	(2,415,500)	(3,341,050)	(2,725,050)	(888,732)	-67.39%	1,836,318	↑
Purchase Of Assets - Infrastructure	(22,837,018)	(24,108,844)	(18,316,383)	(17,598,856)	-	717,527	↑
Repayment of debentures	(83,438)	(83,438)	(41,463)	(41,462)	-	-	
Tsf To Aerodrome Reserve	(1,687,239)	(1,503,314)	(39,787)	(41,794)	-	-	
Tsf To Dampier Drainage Reserve	(286)	(209)	(152)	(160)	-	-	
Tsf To Plant Replacement Reserve	(22,997)	(15,858)	(12,167)	(12,781)	-	-	
Tsf To Walkington Theatre Reserve	(873)	(638)	(463)	(486)	-	-	
Tsf To Workers Compensation Reserve	(14,728)	(7,512)	(5,450)	(5,725)	-	-	
Tsf To Infrastructure Reserve	(14,713,042)	(16,444,514)	(1,101,046)	(263,706)	-76.05%	837,340	↑
Tsf To Partnership Reserve	(1,018,685)	(1,689,263)	(140,844)	(139,802)	-	-	
Tsf To Waste Management Reserve	(2,689,503)	(392,504)	(284,918)	(299,288)	-	-	
Tsf To Mosquito Control Reserve	(817)	(751)	(131)	(138)	-	-	
Tsf To Employee Entitlements Reserve	(133,342)	(97,693)	(70,879)	(74,453)	-	-	
Tsf To Community Development Reserve	(35,922)	(17,449)	(12,660)	(13,299)	-	-	
Tsf To Medical Services Assistance Package Reserve	(9,119)	(7,739)	(5,614)	(5,898)	-	-	
Tsf To Economic Development Reserve	(34,732)	(24,712)	(18,373)	(19,299)	-	-	
	(52,917,546)	(57,387,240)	(29,593,936)	(24,600,344)	-16.87%	4,993,592	

City of Karratha
Statement of Financial Activity
 for the period ending 29 February 2020

	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	17,740,354	11,810,692	11,554,927	-	(255,765)
Movement in Accrued Interest	-	-	-	(799)	-	-
Movement in Accrued Salaries & Wages	-	-	-	(225,916)	-	(225,916)
(Profit) / Loss On Disposal Of Assets	(512,199)	(435,147)	101,142	35,735	-64.67%	(65,407)
	18,176,299	17,305,207	11,911,834	11,363,947	-	(547,887)
Restricted Surplus/(Deficit) B/Fwd 1 July	805,297	656,270	656,270	656,270	-	-
Unrestricted Surplus/(Deficit) B/Fwd 1 July	1,276,159	3,941,964	3,941,964	3,941,964	-	-
Restricted Surplus/(Deficit) C/Fwd	644,630	452,483	452,483	452,483	-	-
Surplus / (Deficit)	27,328	8,995	17,020,250	31,484,318		14,464,068

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	10.94%	77,333	77,333	▲ Small variances exist across several accounts
			77,333	▲ Positive Variance
Law, Order, Public Safety	80.60%	331,667	323,274	▲ Grants Community Safety - Safer Communities funds received early
			323,274	▲ Positive Variance
Housing	35.09%	177,302	119,106	▲ Profit on Sale - Staff Housing - Sale of 38 Clarkson Way
			119,106	▲ Positive Variance
Recreation & Culture	-13.91%	(983,913)	262,000	▲ Youth Services - Timing - funds received earlier than planned
			261,987	▲ Arts & Culture Program - Events Income - Timing
			107,145	▲ Cossack Art Program - Timing - Contribution received earlier than planned
			99,153	▲ Karratha Leisureplex Swimming Lessons - Timing - Enrolments opened 1 month early
			730,285	▲ Positive Variance
			1,325,922	▼ Dampier Foreshore Works - Timing - Grant funds will be received later than planned - Cashflow adjusted at March Budget Review
			219,727	▼ Dampier Community Hub - Timing - Insurance claim reimbursement
			89,635	▼ Red Earth Arts Precinct Program Income - Less programming during REAP restructure
			1,635,284	▼ Negative Variance
			(904,999)	▼ Net Negative Variance
Expenses from Operations	Material Variance		Significant Items	
General Purpose Funding	-14.48%	199,348	174,865	▲ Investment Property - The Quarter Bldg & Carpark Op Costs - Timing
			174,865	▲ Positive Variance
Governance	-23.40%	530,797	265,000	▲ Non Statutory Donations - 40% paid in November, with balance paid in January and June 2020
			265,000	▲ Positive Variance
Community Amenities	-18.25%	2,118,453	863,866	▲ Refuse Site Maintenance - 7 Mile - Timing - Evaporation pond cleaning will be rescheduled after cyclone season in cooler months. Plant op costs lower than anticipated due to reduction in reactive maintenance
			526,236	▲ General Waste/Recycling Collection & Street Sweeping - Timing
			170,772	▲ Wickham Transfer Station Costs - Timing
			139,633	▲ Strategic Planning Projects - cashflow revised down at March Budget Review
			105,000	▲ Inter Regional Air Travel - Timing - Cashflow updated at March Budget Review
			97,485	▲ Drainage Access Prevention - Timing - Delay in materials
			1,902,992	▲ Positive Variance

Variance Commentary by Program (cont.)

Expenses from Operations	Material Variance		Significant Items	
Community Amenities (cont.)			110,956 ▼	Drainage Maintenance - Additional drainage works throughout various areas
			110,956 ▼	Negative Variance
			1,792,036 ▲	Net Positive Variance
Economic Services	-24.88%	395,475	190,000 ▲	Roundabout Mtce - Timing - Gawthorne & Balmoral roundabouts landscaping project c/fwd to 2020/21
			78,339 ▲	Dampier Highway Streetscape - Timing - Dewitt Entry Project c/fwd to 2020/21
			268,339 ▲	Positive Variance
Other Property and Services	593.92%	(509,506)	258,347 ▲	Depreciation is lower than anticipated, however as this is a non cash amount, it has no impact on surplus
			86,706 ▲	WM Design & Investigation - Composting Trial Delay, addressed at March Budget Review
			345,053 ▲	Positive Variance
			866,161 ▼	Overheads direct employment costs - offset by higher Overheads allocated. Cashflow corrected at March Budget Review
			866,161 ▼	Negative Variance
			(521,108) ▲	Net Negative Variance
Non Operating Revenue	Material Variance		Significant Items	
Proceeds from Disposal of Assets	-18.12%	(124,782)	124,782 ▼	Sale of Assets - Timing
Tsf from Infrastructure Reserve	46.54%	3,626,053	3,626,053 ▲	Tsf from Infrastructure Reserve - Timing of Reserve Transfer
Tsf from Carry Forward Budget Reserve	-100.00%	(177,393)	177,393 ▼	Tsf from Carry Forward Budget Reserve - Timing of Reserve Transfer
Tsf from Restricted Funds Reserve	-100.00%	(150,000)	150,000 ▼	Tsf from Restricted Funds Reserve - Timing of Reserve Transfer
Non Operating Expenses	Material Variance		Significant Items	
Purchase of Assets - Artwork	-66.03%	115,120	118,650 ▲	Artwork - Arts & Culture - Timing - Water Tank Artwork
Purchase of Assets - Equipment	-99.18%	848,016	649,479 ▲	Purchase Equipment Airport - Timing - Slight delay in tender evaluation
			134,000 ▲	Landfill Operations - Awaiting delivery of Finecut Shredder Combs & Liquid Waste Transfer Pump
			783,479 ▲	Positive Variance
Purchase of Assets - Furniture & Equipment	-30.85%	199,840	143,444 ▲	Information Technology - Software & Hardware Initiatives deferred to 2020/21 including P2P WiFi, New Budget system, Admin alarm system, Altus or equivalent, Building Management System, CCTV
Purchase of Assets - Plant	-67.39%	1,836,318	1,567,060 ▲	Purchase Plant Landfill Operations - Timing - Delay in delivery of MY20 Model Vehicle, Road & Streets - procurement of Prime Mover - Timing \$339k; Ranger Services 1 x Light Vehicle & Trailer - Timing \$70k; Sanitation Services 2 x vehicles - Timing \$71k, Parks & Gardens Vehicles - Timing \$114k
			1,567,060 ▲	Positive Variance
Tsf to Infrastructure Reserve	-76.05%	837,340	837,340 ▲	Tsf to Infrastructure Reserve - Timing of Reserve Transfer
			837,340 ▲	Positive Variance

City of Karratha

Net Current Funding Position

for the period ending 29 February 2020

	Year to Date Actual	Brought Forward
Note	29/02/2020	1/07/2019
	\$	\$
Current Assets		
Cash and Cash Equivalents - Unrestricted	30,588,141	1,199,951
Cash and Cash Equivalents - Restricted - Reserves	53,807,815	66,847,801
Trade and Other Receivables	5,538,775	13,242,937
Land held for Resale - Development Costs	35,893	35,893
Inventories	366,154	375,465
Total Current Assets	90,336,778	81,702,049
Current Liabilities		
Trade and Other Payables	3,856,583	10,361,336
Current Portion of Long Term Borrowings	41,976	83,439
Current Portion of Provisions	4,122,989	4,122,989
Total Current Liabilities	8,021,548	14,567,763
Net Current Assets	82,315,230	67,134,286
Less		
Cash and Cash Equivalents - Restricted - Reserves	(53,807,815)	(66,847,801)
Loan repayments from institutions	(40,820)	(24,777)
Movement in Accruals (Non Cash)	(226,715)	(225,916)
Add back		
Current Loan Liability	41,976	83,439
Cash Backed Employee Provisions	5,079,590	5,005,137
Current Provisions funded through salaries budget	(1,877,128)	(526,134)
Net Current Asset Position	31,484,318	4,598,234
1) Note Explanation:		
Rates Debtors	3,014,465	2,990,652
Trade & Other Receivables	2,524,310	10,252,286
Total Trade and Other Receivables	5,538,775	13,242,937

City of Karratha
Statement of Financial Position
As at 29 February 2020

	2019/20	2018/19
	\$	\$
Current Assets		
Cash On Hand	13,614	17,517
Cash and Cash Equivalents - Unrestricted	30,574,527	1,182,434
Cash and Cash Equivalents - Restricted (Reserves/Muni)	53,807,815	66,847,801
Trade and Other Receivables	5,538,775	13,242,937
Inventories	402,047	411,358
Total Current Assets	<u>90,336,778</u>	<u>81,702,049</u>
Non Current Assets		
Trade and Other Receivables	237,559	893,830
Property, Plant and Equipment	259,682,437	258,518,365
Infrastructure	420,959,186	410,595,902
Investment Property	21,872,620	21,872,620
Inventories	488,358	488,358
Total Non Current Assets	<u>703,240,160</u>	<u>692,369,074</u>
Total Assets	<u>793,576,938</u>	<u>774,071,123</u>
Current Liabilities		
Trade and Other Payables	3,856,583	10,361,336
Long Term Borrowings	41,976	83,439
Provisions	4,122,989	4,122,989
Total Current Liabilities	<u>8,021,548</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>8,862,846</u>	<u>15,409,061</u>
Net Assets	<u>784,714,092</u>	<u>758,662,061</u>
Equity		
Accumulated Surplus	487,735,305	448,643,288
Revaluation Surplus	243,170,970	243,170,966
Reserves	53,807,817	66,847,807
Total Equity	<u>784,714,092</u>	<u>758,662,061</u>

City of Karratha
Cash & Cash Equivalents
for the period ending 29 February 2020

	\$
Unrestricted Cash	
Cash On Hand	13,614
Westpac at call	6,966,327
Term deposits	23,608,200
	<u>30,588,141</u>
Restricted Cash	
Reserve Funds	53,807,815
Restricted Unspent Grants	0
	<u>53,807,815</u>
Total Cash	<u>84,395,956</u>

City of Karratha
Statement of Financial Activity By Divisions
for the period ending 29 February 2020

	2019/20 Original Budget	2019/20 Amended Budget	2019/20 YTD Budget	2019/20 Actual to Date
	\$	\$	\$	\$
EXECUTIVE SERVICES				
Net (Cost) to Council for Members of Council	(747,922)	(708,690)	(487,261)	(452,726)
Net (Cost) to Council for Executive Admin	(685,251)	(936,341)	(493,182)	(435,458)
TOTAL EXECUTIVE SERVICES	(1,433,173)	(1,645,031)	(980,443)	(888,184)
CORPORATE SERVICES				
Net (Cost) to Council for Rates	42,639,604	42,820,432	42,731,877	42,591,135
Net (Cost) to Council for General Revenue	(21,858,116)	(11,979,917)	1,767,793	2,191,685
Net (Cost) to Council for Financial Services	(2,501,361)	(1,828,443)	(969,177)	(941,805)
Net (Cost) to Council for Corporate Services Admin	18,299,431	7,358,917	5,211,595	5,632,640
Net (Cost) to Council for Human Resources	(1,969,355)	(1,976,876)	(1,278,270)	(1,456,845)
Net (Cost) to Council for Governance & Organisational Strategy	(1,153,308)	(1,186,621)	(786,529)	(825,771)
Net (Cost) to Council for Information Services	(2,576,891)	(2,716,425)	(1,786,213)	(1,561,785)
Net (Cost) to Council for Television & Radio Services	(1,760)	(7,662)	(7,236)	(12,344)
Net (Cost) to Council for Staff Housing	499,647	491,204	94,658	105,089
Net (Cost) to Council for Public Affairs	(901,219)	(1,454,795)	(624,002)	(620,864)
TOTAL CORPORATE SERVICES	30,476,672	29,519,814	44,354,496	45,101,135
COMMUNITY SERVICES				
Net (Cost) to Council for Arts Development & Events	(983,413)	(1,386,692)	(1,329,561)	(994,491)
Net (Cost) to Council for Child Health Clinics	(43,286)	(29,919)	(25,519)	(20,233)
Net (Cost) to Council for Club Development	50,900	50,900	20,000	49,944
Net (Cost) to Council for Community Engagement	(1,488,462)	(1,048,323)	(677,491)	(632,606)
Net (Cost) to Council for Community Grants	(655,428)	(667,426)	(523,320)	(265,095)
Net (Cost) to Council for Community Programs	(350,782)	(350,350)	(159,710)	(120,737)
Net (Cost) to Council for Community Safety	(116,827)	(100,952)	(285,690)	60,807
Net (Cost) to Council for Dampier Community Hub	300,770	395,287	(445,993)	(146,899)
Net (Cost) to Council for Daycare Centres	(109,304)	(254,905)	(82,189)	16,448
Net (Cost) to Council for Indoor Play Centre	(21,860)	29,314	21,030	(10,478)
Net (Cost) to Council for Karratha Bowling & Golf	(654,486)	(689,541)	(446,788)	(430,774)
Net (Cost) to Council for Karratha Leisureplex	(4,032,240)	(4,176,941)	(2,781,406)	(2,465,091)
Net (Cost) to Council for Library Services	(1,813,194)	(1,749,442)	(1,160,410)	(1,159,527)
Net (Cost) to Council for Liveability	1,216,633	1,073,184	(434,566)	(286,010)
Net (Cost) to Council for Local History	(240,682)	(192,572)	(130,102)	(130,611)
Net (Cost) to Council for Other Buildings	45,002	50,150	73,594	39,823
Net (Cost) to Council for Ovals & Hardcourts	(1,550,861)	(2,622,633)	(1,895,182)	(1,770,186)
Net (Cost) to Council for Pam Buchanan Community Hub	(47,983)	(120,148)	(88,898)	(67,456)
Net (Cost) to Council for Partnerships	3,626,186	3,599,384	(147,262)	2,342,742
Net (Cost) to Council for Pavilions & Halls	(592,758)	(650,296)	(440,869)	(359,108)
Net (Cost) to Council for Red Earth Arts Precinct	(2,248,375)	(2,091,619)	(1,457,641)	(1,218,292)
Net (Cost) to Council for Roebourne Aquatic Centre	(300,908)	(335,973)	(191,993)	(70,112)
Net (Cost) to Council for The Base	(363,648)	(408,670)	(256,267)	(164,313)
Net (Cost) to Council for The Youth Shed	(927,532)	(1,058,947)	(695,818)	(677,660)
Net (Cost) to Council for Wickham Community Hub	(228,854)	(449,992)	(758,200)	(655,068)
Net (Cost) to Council for Wickham Recreation Precinct	(1,242,956)	(2,675,118)	(1,886,184)	(1,261,623)
Net (Cost) to Council for Youth Services	145,753	155,453	(31,632)	142,883
TOTAL COMMUNITY SERVICES	(12,628,595)	(15,706,787)	(16,218,067)	(10,253,723)

City of Karratha
Statement of Financial Activity by Divisions
for the period ending 29 February 2020

	2019/20	2019/20	2019/20	2019/20
	\$	\$	\$	\$
DEVELOPMENT & REGULATORY SERVICES				
Net (Cost) to Council for Building Control	(164,788)	(163,732)	(46,323)	(17,072)
Net (Cost) to Council for Camping Grounds	41,377	33,806	(24,512)	(15,651)
Net (Cost) to Council for Cossack Operations	(336,518)	(306,913)	(224,047)	(202,702)
Net (Cost) to Council for Development Services	(13,500)	(13,500)	(9,000)	(9,942)
Net (Cost) to Council for Economic Development	(1,193,405)	(1,923,846)	(1,301,146)	(910,556)
Net (Cost) to Council for Emergency Services	(9,210)	(36,089)	(20,442)	(51,197)
Net (Cost) to Council for Health Services	(925,692)	(995,291)	(640,158)	(640,303)
Net (Cost) to Council for Karratha Tourism & Visitor Centre	(174,124)	(348,627)	(235,665)	(186,336)
Net (Cost) to Council for Ranger Services	(796,106)	(909,143)	(583,057)	(495,597)
Net (Cost) to Council for Strategic Planning	(291,296)	(572,751)	(350,900)	(28,169)
Net (Cost) to Council for Tourism/Visitors Centres	(250,000)	(235,000)	(175,000)	(161,989)
Net (Cost) to Council for Town Planning	(1,477,613)	(1,157,210)	(724,477)	(1,007,179)
TOTAL DEVELOPMENT & REGULATORY SERVICES	(5,590,875)	(6,628,296)	(4,334,727)	(3,726,693)
INFRASTRUCTURE SERVICES				
Net (Cost) to Council for Beaches, Boat Ramps, Jetties	(3,409,747)	(3,462,935)	(6,055,466)	(3,956,987)
Net (Cost) to Council for Bus Shelters	(148,300)	(149,619)	(89,619)	(82,845)
Net (Cost) to Council for Cemeteries	(229,803)	(237,804)	(121,481)	(110,492)
Net (Cost) to Council for Depots	(1,061,460)	(1,128,352)	(735,251)	(678,680)
Net (Cost) to Council for Disaster Preparation & Recovery	(360,691)	0	0	(455,312)
Net (Cost) to Council for Drainage	(1,218,204)	(1,479,546)	(960,364)	(902,352)
Net (Cost) to Council for Effluent Re-Use Scheme	(22,345)	(18,585)	(13,793)	(13,798)
Net (Cost) to Council for Fleet & Plant	1,496,441	1,451,998	463,876	145,635
Net (Cost) to Council for Footpaths & Bike Paths	(1,085,443)	(1,165,807)	(1,386,130)	(999,893)
Net (Cost) to Council for Parks & Gardens	(6,343,199)	(5,573,357)	(3,135,739)	(2,635,173)
Net (Cost) to Council for Parks & Gardens Overheads	755,340	600,350	394,786	226,705
Net (Cost) to Council for Private Works & Reinstatements	(152)	(15,897)	(15,845)	6,694
Net (Cost) to Council for Public Services Overheads	(869,120)	(890,788)	(637,804)	(139,083)
Net (Cost) to Council for Public Toilets	(210,011)	(209,891)	(59,891)	(10,480)
Net (Cost) to Council for Roads & Streets	(5,648,842)	(3,612,866)	(1,656,112)	(2,186,005)
Net (Cost) to Council for Town Beautification	(2,094,073)	(2,068,308)	(1,105,935)	(564,116)
Net (Cost) to Council for Works Overheads	921,790	868,978	421,225	636,567
Net (Cost) to Council for Tech Services	(3,621,909)	(3,433,405)	(2,223,273)	(1,165,746)
Net (Cost) to Council for Tech Services Overheads	0	0	0	0
Net (Cost) to Council for SP & Infrastructure Services	(15,000)	(14,954)	(10,741)	(16,584)
TOTAL INFRASTRUCTURE SERVICES	(23,164,728)	(20,540,788)	(16,927,557)	(12,901,945)
STRATEGIC BUSINESS PROJECTS				
Net (Cost) to Council for Project Management	(573,664)	(788,983)	(474,427)	(331,341)
Net (Cost) to Council for Comm. Projects - Playgrounds	(100,000)	50,109	(50,000)	0
Net (Cost) to Council for Waste Collection	(1,258,240)	497,772	1,408,844	2,100,044
Net (Cost) to Council for Landfill Operations	224,188	(1,584,176)	(1,674,916)	581,435
Net (Cost) to Council for Waste Overheads	2,784,248	2,797,954	1,779,469	(35,744)
Net (Cost) to Council for Karratha Airport	9,864,733	9,901,747	5,991,918	7,952,114
Net (Cost) to Council for Other Airports	(10,064)	(10,091)	(91)	(31,816)
TOTAL STRATEGIC BUSINESS PROJECTS	10,931,201	10,864,332	6,980,797	10,234,692
TOTAL DIVISIONS	(1,409,498)	(4,136,756)	12,874,499	27,565,282

City of Karratha
Statement of Financial Activity by Divisions
 for the period ending 29 February 2020

	2019/20	2019/20	2019/20	2019/20
	\$	\$	\$	\$
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	656,270	656,270	656,270
Unrestricted Surplus/(Deficit) B/Fwd 1 July	1,276,159	3,941,964	3,941,964	3,941,964
Restricted Surplus C/Fwd	644,630	452,483	452,483	452,483
Surplus / (Deficit)	27,328	8,995	17,020,250	31,484,318

10.2 LIST OF ACCOUNTS – 22 FEBRUARY 2020 TO 23 MARCH 2020

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Senior Creditors Officer
Date of Report:	17 April 2020
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

To advise Council of payments made for the period from 22 February 2020 to 23 March 2020.

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 22 February 2020 to 23 March 2020 totalled \$31,316,555 which included the following payments:

- City of Karratha – Muni/Reserve Fund TD Investments - \$23,600,000
- Georgiou Group – Dampier Palms Redevelopment - \$494,050

- Department of Fire & Emergency Services – ESL Levies Collected - \$446,488

Consistent with CG-11 Regional Price Preference Policy 39% 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. **EFT74308 to EFT74858 (Inclusive);**
3. Cheque Voucher 78650 to 78650;
4. Cancelled Payments: EFT74508, EFT74352, EFT74355, EFT74415, EFT74512, EFT74526, EFT74536, EFT74553, EFT74598 EFT74794;
5. Direct Debits: DD37074.1 to DD37206.1;
6. Credit Card Payments: \$10,982.84; and
7. Payroll Cheques \$1,620,712.02
8. with the EXCEPTION OF (as listed)

CONCLUSION

Payments for the period 22 February 2020 to 23 March 2020 totalled \$31,316,555. 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 \$31,316,555.72 submitted and checked with vouchers, being made up of:

1. Trust Vouchers: nil;
2. **EFT74308 to EFT74858 (Inclusive);**
3. Cheque Voucher 78650 to 78650;
4. Cancelled Payments: EFT74508, EFT74352, EFT74355, EFT74415, EFT74512, EFT74526, EFT74536, EFT74553, EFT74598 EFT74794;
5. Direct Debits: DD37074.1 to DD37206.1;
6. Credit Card Payments: \$10,982.84; and
7. Payroll Cheques \$1,620,712.02.

Chq/EFT	Date	Name	Description	Amount
EFT74308	28.02.2020	Horizon Power	Electricity Usage Charges	74,072.77
EFT74309	28.02.2020	Optus Billing Services Pty Ltd	KLP Emergency Lift Phone Jan 2020	19.99
EFT74310	28.02.2020	Water Corporation	Water Usage Charges	31,360.44
EFT74311	28.02.2020	Water Corporation	Water Usage Charges	21,273.16
EFT74312	28.02.2020	G Bailey	Sitting Fee - February 2020	2,931.50
EFT74313	28.02.2020	E Smeathers	Sitting Fee - February 2020	2,931.50
EFT74314	28.02.2020	M Bertling	Sitting Fee - February 2020	2,931.50
EFT74315	28.02.2020	G Evans	Sitting Fee - February 2020	3,511.27
EFT74316	28.02.2020	G Harris	Sitting Fee - February 2020	2,931.50
EFT74317	28.02.2020	P Long	Sitting Fee - February 2020	11,730.75
EFT74318	28.02.2020	P Miller	Sitting Fee - February 2020	2,931.50
EFT74319	28.02.2020	K Nunn	Sitting Fee - February 2020	5,709.67
EFT74320	28.02.2020	D Scott	Sitting Fee - February 2020	2,931.50
EFT74321	28.02.2020	J Waterstrom Muller	Sitting Fee - February 2020	2,931.50
EFT74322	28.02.2020	Airside Data and Training Ltd t/as AIRDAT	Kta Airport 19/20 - Airport Management System	56,389.03
EFT74323	28.02.2020	Blue Hat Cleaning Services T/as Damel Cleaning Services	KTA Terminal - Cleaning Services Contract - Jan 2020	50,728.33

Chq/EFT	Date	Name	Description	Amount
EFT74324	28.02.2020	Australian Library And Information Association	CofK Professional Library Membership 21/02/20 - 20/02/21	585.00
EFT74325	28.02.2020	Construction Training Fund (CTF)	CTF - Receipts December 2019	2,919.76
EFT74326	28.02.2020	Bobford Service (the Trustee For The Bobford Service Trust)	TC Damien - Green Waste Removal Services	12,562.00
EFT74327	28.02.2020	Educational Experience Pty Limited	IPC - Craft and Sensory Supplies Messy Monday and Fabulous Fridays.	565.51
EFT74328	28.02.2020	GHD Pty Ltd	7 Mile - Landfill Licence Amendment Close Out	13,834.70
EFT74329	28.02.2020	Hathaways Lubricants	Stock - Lubricants	2,350.01
EFT74330	28.02.2020	Karratha Adventure Sports	KLP - Fenders To Protect Tiles For Pool Boom Move	129.80
EFT74331	28.02.2020	Karratha & Districts Chamber Of Commerce (KDCCI)	Business Development Support Grant Scheme 2019/20 - Council Resolution #154390 50% Uprfront	11,000.00
EFT74332	28.02.2020	KAW Engineering Pty Ltd	Plant Repairs - Various	1,771.00
EFT74333	28.02.2020	Lions Club Of Karratha & Dampier (inc)	Community Event 19/20 - Funding Staging Fenacle Festival As Per Mou 2018	39,600.00
EFT74334	28.02.2020	WALGA	HR - Local Recovery Coordinator Training 08-09/12/2019	1,045.00
EFT74335	28.02.2020	Parry's Merchants	Stock - Cleaning Products	182.60
EFT74336	28.02.2020	St John Ambulance - Karratha	Australia Day 2020 - St John Ambulance Attendance, KLP - First Aid Supplies	664.98
EFT74337	28.02.2020	Sealanes (1985) Pty Ltd	SP&I - Staff Kitchen Amenities	36.40
EFT74338	28.02.2020	TNT Express	Freight - Various	122.14
EFT74339	28.02.2020	Thrifty Car Rental	HR - Car Hire KLP Staff for Les Mills Training	186.69
EFT74340	28.02.2020	West Pilbara Junior Cricket Association	Donation - Bucks For Bags Litter CleanUp 22/02/2020 Kta Back Beach	2,000.00
EFT74341	28.02.2020	Universal Pictures International Australasia Pty Ltd	REAP - Movies Screenings	1,355.52
EFT74342	28.02.2020	Karratha Timber & Building Supplies	General Hardware Items - Various	818.65
EFT74343	28.02.2020	Woolworths Group Limited	The Base - Program Supplies, WRP, IPC, REAP - Kiosk Stock, DCH - Office Supplies, KLP - Staff Kitchen Amenities, Cleaning Products - TC Damien Cleanup	2,475.43
EFT74344	28.02.2020	West Australian Newspapers Limited	Advertising - Various	1,064.00
EFT74345	28.02.2020	Profix Australia (West Pilbara Enterprises Pty Ltd T/as)	Staff Housing - Small Maintenance Works (Various)	2,443.87
EFT74346	28.02.2020	Bunzl Brands And Operations Pty Ltd	Stock - Multi Band / Balaclava - Lime	129.94
EFT74347	28.02.2020	Atom Supply	Stock - Tie Down Ratchet Straps, Face Shields, Caution Tape, String Line, Star Pickets, Safety Glasses	1,404.89
EFT74348	28.02.2020	J Blackwood & Son Pty Limited	HR - Safety Boots, Stock - Sandbags & Builders Polyethylene Film	368.70
EFT74349	28.02.2020	Apple Pty Ltd	Endpoint Hardware - iPads for Youth Centres	994.40
EFT74350	28.02.2020	Allround Plumbing Services Pty Ltd	WWTP - Locate Water Leak Repair Coupling & Pipework	297.00
EFT74351	28.02.2020	Australian Laboratory Services Pty Ltd (ALS)	7 Mile - Ambient Air Testing	1,226.72
EFT74352	28.02.2020	ACE Electrical Australia Pty Ltd (atfThe Balfour Family Trust)	Cancelled Payment	0.00

Chq/EFT	Date	Name	Description	Amount
EFT74353	28.02.2020	A. J Weatherburn & M. P Weatherburn TA Auscoinswest	KTVC Merchandise Expenses - Branded Red Dog Coins X 250	289.30
EFT74354	28.02.2020	ATI Parts Australia	Stock - Filters (Various)	1,689.94
EFT74355	28.02.2020	Bunzl Ltd	Cancelled Payment	0.00
EFT74356	28.02.2020	BC Lock & Key	REAP - Repair Too Short Drive Cam	110.00
EFT74357	28.02.2020	Beacon Equipment	Plant - Parts for Repairs	682.85
EFT74358	28.02.2020	Bushlolly Enterprises Pty Ltd t/as Bushlolly Cafe	Walkington Awards - Catering For 20 People 18/11/2019	176.00
EFT74359	28.02.2020	Centurion Transport Co Pty Ltd	Freight - Various	531.13
EFT74360	28.02.2020	Coca-Cola Amatil (Holdings) Ltd	IPC - Coffee Pods Stock	393.60
EFT74361	28.02.2020	Chadson Engineering Pty Ltd	Stock - Test Tube Round Photo 10ml 18mm	275.00
EFT74362	28.02.2020	Cherratta Lodge Pty Ltd	KLP - Laundry 16 x Table Cloths Function Room	27.14
EFT74363	28.02.2020	Comtec Data Pty Ltd	Kta Airport - Replace Cleaners Door HID Reader, Repair Pager at Gate 7, Main Admin - Repair Cyclone Damage to Door Swipe	1,617.00
EFT74364	28.02.2020	Patrick Churnside (Mayaga Made Arts & Consultation)	A&C - Bennelong Welcome To Country	550.00
EFT74365	28.02.2020	Card Access Services Pty Ltd	January 2020 Charges For Water Filling Station	87.21
EFT74366	28.02.2020	Clean Kimberley Pty Ltd ta Rapidclean Northwest WA	Equipment Replacement - Rubbermaid Pulse Mopping Kit Single Sided	5,534.10
EFT74367	28.02.2020	David Gray And Company Pty Limited	Plant - Poly Tank Repairs, Pump Nova Seal Kit	96.80
EFT74368	28.02.2020	Discovery Parks - Pilbara Karratha	WAC/KLP & RAC - Plantroom Service Technicians Accommodation 17/02/2020 To 21/02/2020	1,772.00
EFT74369	28.02.2020	Fuel Fix Pty Ltd	City Operations Equipment - Repairs Pump 2	528.55
EFT74370	28.02.2020	Feel Creative Pty Ltd	Marketing - Retainer Website Maintenance Work	3,520.00
EFT74371	28.02.2020	Global Security Management (WA)	Kta Main Admin - Security Patrol January 2020	1,650.00
EFT74372	28.02.2020	StrataGreen (Strata Corporation Pty Ltd)	TC Damien 2020 - Jarrah Tree Stake 50x50x1800mm x 100 (Stock)	3,606.57
EFT74373	28.02.2020	Gateway Printing (tff RJ King Family Trust t/as)	Pilbara Industry Road Safety Alliance - Design/Print of Road Safety Cards	1,356.85
EFT74374	28.02.2020	G Bishops Transport Services Pty Ltd atft GBT Services Trust	Freight - Various	1,203.18
EFT74375	27.02.2020	Georgiou Group	Dampier Palms and Hampton Oval Construction Contract - Progress Claim #9 (RFT 11-18/19)	494,050.12
EFT74376	28.02.2020	303 Mullenlowe Australia Pty Ltd	Place Branding Campaign Works - Dec to Jan 2020	41,593.20
EFT74377	28.02.2020	T C Waste (WA) Pty Ltd t/as D & M Waste Management	TC Damien 2020 - Progress Claim, Clean up Works	80,454.00
EFT74378	28.02.2020	Hinaki Whanau Trust/ Tv Te (T/A Kick Up Dust Productions)	The Base - Wickham Disco DJ	150.00
EFT74379	28.02.2020	Hurley Architecture & Planning	Business Support - TYBO 2019/20	2,884.75
EFT74380	28.02.2020	Home Hardware Karratha (Sahajanand Civil Pty Ltd T/as)	General Hardware Items - Various	494.23

Chq/EFT	Date	Name	Description	Amount
EFT74381	28.02.2020	Harvey Norman Karratha (Ahtarrak Pty Ltd t/as)	REAP - Theatre Braun Iron And Sunbeam Ironing Board	158.95
EFT74382	28.02.2020	Connect Call Centre Services	After Hours Call Centre Service - Jan 2020	1,416.80
EFT74383	28.02.2020	Independent Fuel Solutions Pty Ltd	Bulk Diesel Stock - Feb 2020	31,561.20
EFT74384	28.02.2020	Itomic Pty Ltd	Marketing - Audit Of City Of Karratha Website	8,640.00
EFT74385	28.02.2020	James Bennett Pty Limited	New Library Resources	154.56
EFT74386	28.02.2020	Jolly Good In Car Audio and Entertainment T/A Jolly Good Auto Electric	Plant Repairs - Various	525.71
EFT74387	28.02.2020	JR & A Hersey Pty Ltd	Plant - Parts for Repairs	269.50
EFT74388	28.02.2020	Japanese Truck & Bus Spares Pty Ltd	Plant - Parts for Repairs	2,749.25
EFT74389	28.02.2020	Karratha Veterinary Hospital	Animal Control Services	36.70
EFT74390	28.02.2020	Karratha Country Club Inc	Bowling Green - Water Usage Oct/Nov 2019, Nov/Dec 2019	1,288.11
EFT74391	28.02.2020	Karratha Fluid Power	Plant - Parts for Repairs	1,972.17
EFT74392	28.02.2020	Kott Gunning	Legal Fees In Relation To Construction Dispute	611.60
EFT74393	28.02.2020	Sonic Healthplus Pty Ltd	Medical Consultations / Vaccinations	672.10
EFT74394	28.02.2020	Karratha Machinery Hire	Machinery Dry Hire - 8t Excavator 06/02/20	462.00
EFT74395	28.02.2020	Kota Holdings Pty Ltd (The Trustee For Shark Attack Unit Trust)	KTVC - Merchandise Iron Ore Jewellery	851.44
EFT74396	28.02.2020	Karratha Indoor Cricket Association	2019 Biannual Grants Scheme 50% Upfront	6,295.00
EFT74397	28.02.2020	Land Surveys NPJS Pty Ltd	WM - Field Survey & Design Of Composting Pad At 7 Mile Waste Facility	1,375.00
EFT74398	28.02.2020	Marpoll Pty Ltd t/as Lifrite Hire & Sales	Plant - Parts for Repairs	53.64
EFT74399	28.02.2020	Momar Australia	Stock - Solvent Activator / Degreaser	704.00
EFT74400	28.02.2020	MM Electrical Merchandising	Traffic Signs - Telstra Approved P5 Lid	107.80
EFT74401	28.02.2020	Isentia Pty Limited (Media Monitors Australia Pty Ltd)	Public Affairs - Media intelligence services Dec 2019	2,035.00
EFT74402	28.02.2020	M & M Masonary	Nickol West Park - Rectification Works To BBQ Surrounds Near The Playground	2,585.00
EFT74403	28.02.2020	Matic Transport (The Matic Family Trust t/as)	Cyclone Damien - Transport Archive Boxes Waste To Quarter	440.00
EFT74404	28.02.2020	NBS Signmakers	7 Mile - Installation Of 2 Hazardous Area Signage including brackets/bolts	935.00
EFT74405	28.02.2020	Ixom Operations Pty Ltd (Orica)	Stock - Isocyanuric Acid (25kg Bag)	736.34
EFT74406	28.02.2020	OTR Tyres (TKPH Pty Ltd)	Plant - Repairs	2,090.55
EFT74407	28.02.2020	Pilbara Copy Service	IT - Removal And Eco-disposal Of 2 Toshiba Devices	522.50
EFT74408	28.02.2020	Printsync Norwest Business Solutions	Photocopy / Printer Charges - Jan 2020	3,968.92
EFT74409	28.02.2020	PAV Sales & Installations (Royal Pride Pty Ltd)	REAP - Consumables Gaffa Tape	1,974.50
EFT74410	28.02.2020	Port Walcott Yacht Club (Inc)	Quarterly Grant Scheme - Pilbara Fishing Extravaganza	3,431.00
EFT74411	28.02.2020	Prompt Contracting And Fencing Pty Ltd	Cnr Searipple And Warambie Hot Dipped Gal Web Forge Balustrading Panels And Stanchions Patch Damaged Concrete Reweld Damaged Railing	4,950.00

Chq/EFT	Date	Name	Description	Amount
EFT74412	28.02.2020	Pro Design Lighting Pty Ltd	REAP - Event Consumables Picasso And His Dog 15/10/2019	106.70
EFT74413	28.02.2020	Postie Bike Adventures Australia Pty Ltd	TYBO 2019/20 50% Following Acquittal & Evaluation	300.49
EFT74414	28.02.2020	Prominent Fluid Controls Pty Limited	KLP - Pool Replacement PH Probe	663.52
EFT74415	28.02.2020	Point Samson Adventure Rentals	Cancelled Payment	0.00
EFT74416	28.02.2020	Repco Auto Parts (GPC Asia Pacific)	Minor Tools - Master Crimping Kit, Dustpan & Brush Sets, Wiper Blades, Filters	399.37
EFT74417	28.02.2020	Red Dot Stores	IT - Storage Tubs for Equipment	229.98
EFT74418	28.02.2020	Reach Us - Pilbara Inc	Biannual Community Grant - 30% Progress Payment Administrator To Assist With Future Funding And Tv Advertising Campaign	14,190.00
EFT74419	28.02.2020	Road Rail & Mine Products Pty Ltd	Stock - Tgsi Tactiles 300 X 300 Yellow	1,419.40
EFT74420	28.02.2020	Statewide Bearings	Plant - Parts for Repairs	112.89
EFT74421	28.02.2020	Kmart Karratha	WCH - Office Expenses	293.25
EFT74422	28.02.2020	Karratha State Emergency Service	Reimb For Operational Expense Jul 19 - Dec 19	4,711.99
EFT74423	28.02.2020	Sigma Chemicals	Stock - Sodium Bicarbonate (25kg bag)	970.20
EFT74424	28.02.2020	Sony Pictures Releasing	REAP - Movie Screenings - Bad Boys For Life Feb 2020	2,682.90
EFT74425	28.02.2020	Scope Business Imaging	Photocopy / Printer Charges - Various	96.60
EFT74426	28.02.2020	Skipper Transport Parts (Formerly Covs)	Stock - Yield Aerosol Penetrating Agent 400g	442.30
EFT74427	28.02.2020	Store DJ	WRP - Antari Bubble Machine And Solution Antari Smoke Machines And Solution	1,223.00
EFT74428	28.02.2020	T-Quip	Stock - Mower Blade 27 - Atomic Pan Deck	205.85
EFT74429	28.02.2020	Illion Tenderlink (Illion Australia Pty Ltd t/as)	Graffiti Removal Services - January 2020	345.40
EFT74430	28.02.2020	Talis Consultants Pty Ltd T/a Talis Unit Trust	Footpath Repairs - Pedestrian Bridge Design Consultancy Services Period Ending 31/12/2019	2,365.00
EFT74431	28.02.2020	Totally Workwear	Uniforms - Various	688.75
EFT74432	28.02.2020	Technology One Limited	System Development - IntraMaps Enterprise Annual Subscription	16,996.10
EFT74433	28.02.2020	Karratha International Hotel (Ringthane Pty Ltd t/as)	REAP - Stock	738.10
EFT74434	28.02.2020	Norwest Sand & Gravel Pty Ltd	Supply And Deliver - Screened Sand To City Operations Centre & Kta Cemetery	2,405.70
EFT74435	28.02.2020	Poinciana Nursery	Depot - Chook Food	87.80
EFT74436	28.02.2020	Rol-wa Pty Ltd T/a Allpest Wa	DCH - Termite and Singapore Ant Inspections	720.50
EFT74437	28.02.2020	Brida Pty Ltd	2020 Australia Day - Toilet Cleaning & Litter Picking	1,320.99
EFT74438	28.02.2020	Coates Hire Operations	WRF - Diesel Fuel For A Lighting Tower	21.95
EFT74439	28.02.2020	Kennards Hire Pty Limited	Dampier Foreshore - Hire Diesel Powered Led Lighting Towers 14/01/2020 To 28/01/2020	2,509.50
EFT74440	28.02.2020	North West Tree Services	Street Maint - Lift Reduce Tidy And Clear Street Trees	4,921.40
EFT74441	28.02.2020	Nielsen Liquid Waste Services Pty Ltd	Dump Point Pump Outs, Septic Tanks Pump out and WRB Grease Traps Waste Removal - January 2020	2,657.00
EFT74442	28.02.2020	Reece Pty Ltd	Stock - Plumbing & Retic Fittings/Fixtures	3,045.42
EFT74443	28.02.2020	Turf Guru Landscapes Pty Ltd	REAP - Retic Works In Garden Beds	2,970.00
EFT74444	28.02.2020	Wormald Australia Pty Ltd	Plant - Komatsu Repairs Damaged Line And Recharge Suppression System	836.00

Chq/EFT	Date	Name	Description	Amount
EFT74445	28.02.2020	R Bryan	Rates refund for assessment A35554	102.83
EFT74446	28.02.2020	T Byrne	CPS - Security Subsidy Scheme Reimbursement	500.00
EFT74447	28.02.2020	S Binnie	Reimb - Service Fee Gas Bottle	22.50
EFT74448	28.02.2020	P Clark	Rates refund for assessment A34273	1,243.34
EFT74449	28.02.2020	A Dorning	Reimb - Mgr Utility Allowance Electricity 20/11/2019 To 17/01/2020	885.77
EFT74450	28.02.2020	M Jewkes	Reimb - Mgr Utility Allowance Telstra 27/12/2019 To 26/01/2020	75.00
EFT74451	28.02.2020	K Juul	CPS - Security Scheme Reimbursement	494.50
EFT74452	28.02.2020	D Leggerini	Reimb - Relocation Travel Costs	504.96
EFT74453	28.02.2020	Mineralogy Pty Ltd	Rates refund for assessment A90672	4,948.85
EFT74454	28.02.2020	MCC Australia Sanjin Mining Pty Ltd	Rates refund for assessment A78278	1,141.96
EFT74455	28.02.2020	A Minchin	Reimb - Dir Utility Allowance Water 21/11/2019 To 23/01/2020	177.22
EFT74456	28.02.2020	Mako Plumbing (Auswide Industries Pty Ltd)	Refund - Credit Balance On Debtor Account M271	1,080.82
EFT74457	28.02.2020	S Parsons	HR - Reimb Cost For Travel Relocation	492.89
EFT74458	28.02.2020	A Virkar	Reimb - Mgr Utility Allowance Gas	178.90
EFT74459	28.02.2020	Ausolar Pty Ltd	Sports Lighting Electrical & Structural Improvements (RFT32-18/19) Progress Claims, Kta Airport - Investigate & Repair Tripping Circuit, Depot - Replace PE Cell & Reset, Kta WWTP - Install new pit lid, Median Strips - Cable Location, Walgu Park - Reconnect Water Dispenser Controller, REAP - Quote to repair damaged switchboard	35,170.58
EFT74460	28.02.2020	Burkeair Pty Ltd t/as BSA Maintain	Kta Admin - On Site Investigation Report Energy Saving Proposal And Presentation Opportunities In Smart Technology, DCH - Replace Faulty PC Boards, REAP - Rectify Leaking Ahu 2, KLP - Chiller Repairs, Scheduled Maintenance/Serviceing - Various AC Units/Sites, TYS - Replace condenser fan motor, WRP Bistro - Relace Controller on Chiller	26,043.53
EFT74461	28.02.2020	Dampier Plumbing & Gas (tff DPG Trust)	KTA Landside - Replace Headwall On Norman Road, Pt Samson - Repairs to Toilets, WCH - Repairs to Sewer Line, Tambrey Oval - Various Toilet Repairs, Various - Unblock Urinals, Toilets and Sewer Lines,	9,058.28
EFT74462	06.03.2020	City Of Karratha	Investment - Reserve Funds Bankwest TD (4 months @ 1.64%)	5,000,000.00
EFT74463	06.03.2020	City Of Karratha	Rates refund for assessment A91679	624.25
EFT74464	06.03.2020	OECD - Organisation for Economic Cooperation and Development	OECD Conference - Voluntary contribution 4th OECD Meeting of Mining Regions & Cities	70,934.00
EFT74465	06.03.2020	ACE Electrical Australia Pty Ltd (atfThe Balfour Family Trust)	HVLV - Trenching and Installation of Replacement HV Cable	43,230.00
EFT74466	06.03.2020	Arts On Tour NSW Ltd	REAP - Bennelong by Bangarra Dance Theatre 22/02/2020	5,852.00
EFT74467	06.03.2020	Dorsett Retail Pty Ltd T/A Karratha Retravisoin	HR - Sony SRS-XB01 Extra Bass Speaker	8,000.00
EFT74468	06.03.2020	Les Mills Asia Pacific Industries (W&D Robertson Investments Pty Ltd)	KLP - Smart Bands	1,024.00

Chq/EFT	Date	Name	Description	Amount
EFT74469	06.03.2020	Turf Guru Landscapes Pty Ltd	Karratha Cemetery - January Irrigation Works	15,576.00
EFT74470	05.03.2020	Australian Taxation Office	Payroll deductions	298,170.00
EFT74471	05.03.2020	Child Support Agency	Payroll deductions	1,358.68
EFT74472	05.03.2020	T Swetman - (Mortgage Account)	Home Ownership Allowance	555.00
EFT74473	05.03.2020	T Corfield & L Royal (Mortgage Account)	Home Ownership Allowance	300.00
EFT74474	05.03.2020	L Gan - (Mortgage Account)	Home Ownership Allowance	850.00
EFT74475	05.03.2020	C Gorman (Mortgage Account)	Home Ownership Allowance	400.00
EFT74476	05.03.2020	P Heekeng - (Mortgage Account)	Home Ownership Allowance	400.00
EFT74477	05.03.2020	S Kot (Mortgage Account)	Home Ownership Allowance	932.63
EFT74478	05.03.2020	C King (Mortgage Account)	Home Ownership Allowance	450.00
EFT74479	05.03.2020	Maxxia Pty Ltd	Payroll deductions	37,543.39
EFT74480	05.03.2020	N Milligan - (Mortgage Account)	Home Ownership Allowance	479.64
EFT74481	05.03.2020	J Patel (Mortgage Account)	Home Ownership Allowance	430.00
EFT74482	05.03.2020	A Virkar (Mortgage Account)	Home Ownership Allowance	300.00
EFT74483	05.03.2020	B Wall (Mortgage Account)	Home Ownership Allowance	450.00
EFT74484	10.03.2020	Construction Training Fund (CTF)	CTF Receipts - February 2020	4,940.06
EFT74485	10.03.2020	ATI Parts Australia	Plant Repairs - Various	2,693.65
EFT74486	10.03.2020	Independent Fuel Solutions Pty Ltd	Bulk Tank Diesel - City Ops Centre Cowle Rd & Kta Airport	37,150.96
EFT74487	10.03.2020	Magic Extraordinaire (JM Foenander & RJ Gyoerffy)	2019/2020 REAP - Club Soda Performance Balance of Payment	18,150.00
EFT74488	10.03.2020	Seek Limited	HR - 10 x Classic Job Advertisement Pack	5,060.00
EFT74489	10.03.2020	South West Removals & Storage	HR - Relocation Costs Coodanup to Dampier D Leggerini	500.00
EFT74490	10.03.2020	Securepay Pty Ltd	REAP Ticketing - Payment Gateway Processing Fees For Internet Payments Jan 2020	492.22
EFT74491	10.03.2020	Kigelia Investments Pty Ltd t/as Splash Alley	Uniforms - Polo Shirts Stock	1,865.71
EFT74492	10.03.2020	Roadshow Films Pty Ltd	REAP - Movie Screenings, Go & The Good Liar	577.78
EFT74493	10.03.2020	Greensafe Pty Ltd	KLP & Bowling Club - Deposit Replacement Shade Structures	84,062.00
EFT74494	11.03.2020	Laser Corps WA (West Aussie Amusements Pty Ltd t/as)	Youth Services - Mach Laser Tag With Aluminium Case	15,389.00
EFT74495	13.03.2020	Telstra Corporation Ltd	Telephone Usage Charges	8,747.66
EFT74496	13.03.2020	Horizon Power	Electricity Usage Charges	152,898.33
EFT74497	13.03.2020	Elgas Ltd	Gas Service Fee Dec 2020	47.30
EFT74498	13.03.2020	Water Corporation	Water Usage Charges	46,667.39
EFT74499	13.03.2020	Neverfail Springwater Pty Ltd - 7 Mile Waste Account (906919689)	15L Water Bottle Refills	104.25
EFT74500	13.03.2020	Neverfail Springwater Ltd - Karratha Visitors Centre	15L Water Bottle Refills	93.15

Chq/EFT	Date	Name	Description	Amount
EFT74501	13.03.2020	Norcape Tree & Contracting Services Pty Ltd	Pruning - Catrall Dodd & Waters Parks Tree Pruning & Green Waste Removal, Cyclone Clean Up - Various City Owned Assets	55,412.50
EFT74502	13.03.2020	Pilbara Universities Centre Inc	Funding Support As Per CR #154492	165,000.00
EFT74503	13.03.2020	Trasan Contracting Pty Ltd	Honeymoon Cove Toilets - Undertake Refurbishment Of Toilet Block, Staff Housing - Repair Roof Damaged by cyclone	72,640.86
EFT74504	13.03.2020	Treeswest Pty Ltd	Work Crew For Cyclone Clean-up Of Council Assets	67,320.00
EFT74505	13.03.2020	Blue Hat Cleaning Services T/as Damel Cleaning Services	Kta Airport - Cleaning Services Contract Feb 2020	50,728.33
EFT74506	13.03.2020	Brida Pty Ltd	Sanitation Services - January 2020, Eastern Corridor	70,542.71
EFT74507	13.03.2020	Aviair Pty Ltd	Inter-Regional Flights Sponsorship - February 2020	58,655.94
EFT74508	13.03.2020	System Error	System Error - Payment Cancelled	0.00
EFT74509	13.03.2020	T C Waste (WA) Pty Ltd t/as D & M Waste Management	TC Damien 2020 - Labour Hire, Progress Claim 17/02/2020 To 23/02/2020	68,491.50
EFT74510	13.03.2020	Turf Whisperer (Turf Life Pty Ltd t/as)	KGC - Mowing Fairways & Cyclone Debris Cleanup Jan 2020, KLP Oval - Solid Core Tine	51,797.63
EFT74511	13.03.2020	Australia Post	Postage Rates - Jan 2020	2,435.50
EFT74512	13.03.2020	Aerodrome Management Services Pty Ltd (AMS)	Cancelled Payment	0.00
EFT74513	13.03.2020	Bobford Service (the Trustee For The Bobford Service Trust)	Clean Up Of Council Assets - Wet Hire Six Wheel 12t Truck And Bobcat	18,700.00
EFT74514	13.03.2020	Winc Australia Pty Limited	Equipment Replacement PBFC - Epson EB-U42 Projector, Stationery Items - Various Departments	2,809.21
EFT74515	13.03.2020	Hathaways Lubricants	Stock - Lubricants	2,191.36
EFT74516	13.03.2020	Spectacles 2-4-1	HR - Prescription Safety Glasses J Kickett	440.00
EFT74517	13.03.2020	Karratha Adventure Sports	WRP - Heavy Duty Scoop Nets	143.60
EFT74518	13.03.2020	Karratha & Districts Chamber Of Commerce (KDCCI)	Marketing - Try Local Voucher Prizes Annual Community Survey	1,000.00
EFT74519	13.03.2020	Les Mills Aerobics Australia	WRF - Les Mills Monthly Sprint Licence Fee Jan 2020	352.24
EFT74520	13.03.2020	Nor West Jockey Club	Aust Day 2020 Award Winner - Event Of The Year	1,000.00
EFT74521	13.03.2020	North West Training & Inspection Services Pty Ltd T/as North West Oil	HR - Forklift Course Dec 2019	605.00
EFT74522	13.03.2020	Poolmart Karratha	WAC - 8 Buckets Dry Chlorine For Super Chlorination	250.00
EFT74523	13.03.2020	St John Ambulance - Karratha	Stock - First Aid Supplies	70.26
EFT74524	13.03.2020	Sealanes (1985) Pty Ltd	Stock - Kitchen Supplies For Admin Office And Admin Annex	404.35
EFT74525	13.03.2020	Truck Centre (WA) Pty Ltd	Plant Repairs - Various	645.98
EFT74526	13.03.2020	Thrifty Car Rental	Cancelled Payment	0.00
EFT74527	13.03.2020	Atom Supply	Stock - Tie Down Ratchet Straps, Tool Boxes, Star Pickets, Safety Boots, Tarpaulins, Chains, PPE, Insect Repellent, Hydration Sachets, Cleaning Equipment	8,661.33

Chq/EFT	Date	Name	Description	Amount
EFT74528	13.03.2020	J Blackwood & Son Pty Limited	Stock - Traffic Cones, Dust Masks, Jerry Cans, Cable Ties, Gloves, Insect Sprays, Camlock Straps	2,890.43
EFT74529	13.03.2020	Bunzl Brands And Operations Pty Ltd	Stock - Gloves (various sizes) & Glove Clips	192.46
EFT74530	13.03.2020	Airport Lighting Specialists Pty Ltd	Kta Airport - Airside Mtce Realignment- Fitting Of Lens Gasket And Reflector Plus Calibration	10,825.76
EFT74531	13.03.2020	Onyx Group WA Pty Ltd	Refreshments - Supply And Delivery Of Catering Councillor Briefing & Meeting	900.00
EFT74532	13.03.2020	Aflex Technology (NZ) Ltd	WRP - 2 Small Blowers & Screw Caps For Inflatables	890.01
EFT74533	13.03.2020	Avdata Australia	Kta Airport - Monthly Data Reporting Jan 2020	1,634.14
EFT74534	13.03.2020	Civica Pty Ltd	Local History - Bulk Archive Data And Image Records Upload 50% On Acceptance February 2020, Libraries - Management System SMS Services	4,290.00
EFT74535	13.03.2020	Allround Plumbing Services Pty Ltd	WWTP - Reconnecting Plumbing To Portable Shower	242.00
EFT74536	13.03.2020	AMD Audit & Assurance Pty Ltd	Cancelled Payment	0.00
EFT74537	13.03.2020	Australian Laboratory Services Pty Ltd (ALS)	WS - Sampling / Testing	693.00
EFT74538	13.03.2020	Access Unlimited International Pty Ltd	7 Mile - Service And Calibration Of Gas Monitor	115.50
EFT74539	13.03.2020	Arrow Tyre Distributors	Plant Repairs - Various	1,576.85
EFT74540	13.03.2020	ATI Parts Australia	Plant - Parts for Repairs	286.18
EFT74541	13.03.2020	Asset Protect WA (J P Loffler & J W Mitschuinig t/as)	Plant Repairs - Various	715.00
EFT74542	13.03.2020	Arrow Emergency Systems	Plant P8818 - Dewert Actuator	477.40
EFT74543	13.03.2020	Bunzl Ltd	Stock - Hand Towel - Interleaved & Rolls	1,924.05
EFT74544	13.03.2020	BC Lock & Key	Stock - Padlocks, Smith/Delambre Park - Replace BBQ Locks, WCH - Library (change lock combination)	4,888.99
EFT74545	13.03.2020	Bez Engineering	Plant Repairs - Various	2,373.25
EFT74546	13.03.2020	BT Equipment Pty Ltd T/a Tutt Bryant Equipment	TC Damien 2020 Plant Bomag P8017 Repairs Rubber Frame	484.04
EFT74547	13.03.2020	Department of Mines Industry Regulation and Safety (DMIRS)	CTF Receipts - February 2020	10,164.14
EFT74548	13.03.2020	Beacon Equipment	Stock - V Belt (John Deere JDPTCU32986)	192.85
EFT74549	13.03.2020	BB Landscaping WA Pty Ltd	Staff Housing - Repair Retic	209.00
EFT74550	13.03.2020	Challenge Chemicals Australia	Stock - Hand Care (5 ltr)	80.58
EFT74551	13.03.2020	Coca-Cola Amatil (Holdings) Ltd	REAP - Kiosk Stock Order February	3,713.49
EFT74552	13.03.2020	Command IT Services	Security Alarm Monitoring - March 2020	170.50
EFT74553	13.03.2020	Champion Music	Cancelled Payment	0.00
EFT74554	13.03.2020	Calltech Pty Ltd T/as Aaa Headsets	IT - Plan 84692-03 Plantronics Cs520 Oth Binaural Headset	384.00
EFT74555	13.03.2020	Cygnat Clinic Pilbara Pty Ltd t/as The Sage Society	TYBO - 50% Following Evaluation & Acquittal	2,750.00
EFT74556	13.03.2020	Discovery Parks - Pilbara Karratha	KTVC Tour Bookings Sales - Feb 20	180.40
EFT74557	13.03.2020	E & MJ Rosher Pty Ltd	Stock - Filters (Various)	362.69

Chq/EFT	Date	Name	Description	Amount
EFT74558	13.03.2020	Ensystex Australasia Pty Ltd	Stock - Cockroach Monitor Traps	88.00
EFT74559	13.03.2020	Edge Digital Technology Pty Ltd	REAP - Monthly Barco Projector Services Nov & Dec 2019	1,069.20
EFT74560	13.03.2020	Max & Claire Pty Ltd T/a Ergolink	SP&I - Ergonomic Office Chairs	712.80
EFT74561	13.03.2020	Electric Images Australia (Gavin Lee Canning)	KTVC - Consignment Sales Nov-Dec 2019 Jan 2020	981.00
EFT74562	13.03.2020	Event & Conference Co.	OECD - Rfq27-19/20 4th Meeting Of Mining Regions & Cities Disbursement For Travel And Accommodation	1,724.50
EFT74563	13.03.2020	Elizabeth Rose Makeup Artistry	TYS - Girls Crew - Makeup And Beauty - Term 1 Program	240.00
EFT74564	13.03.2020	Farinosi & Sons Pty Ltd	Equipment - Karcher Vac Wet And Dry Wd6 Premium 30L	628.67
EFT74565	13.03.2020	Fortesque Bus Service Pty Ltd	19/20 A&C Dev Program - 50x seat bus for youth to attend Bennelong by Bangarra 22/02/2020	220.00
EFT74566	13.03.2020	FE Technologies Pty Ltd	IT - Annual Maintenance Mar 2020 To Feb 2021 Circulation Assist Kiosk Security Gates Check-in Chute Mobile Scanning Unit	8,954.00
EFT74567	13.03.2020	Factory Sound Sales Pty Ltd	REAP - 10 x Beige Headsets	1,815.00
EFT74568	13.03.2020	Grace Removals Group	HR - Pack Uplift & Delivery The Lane Churchlands To Richardson Way Bulgarra	4,830.64
EFT74569	13.03.2020	StrataGreen (Strata Corporation Pty Ltd)	Stock - Jarrah Tree Stakes, Tree ties	6,836.91
EFT74570	13.03.2020	G Bishops Transport Services Pty Ltd afft GBT Services Trust	Freight - Various	1,990.05
EFT74571	13.03.2020	The Golden Lampstand Pty Ltd T/as Grateful Remnants	KTVC Consignment Sales	10.50
EFT74572	13.03.2020	Hitachi Construction Machinery	Plant Repairs - Various	977.89
EFT74573	13.03.2020	CSS Equipment Pty Ltd	Stock - Shredder Cutting Knives & Plant Repairs	4,583.04
EFT74574	13.03.2020	Home Hardware Karratha (Sahajanand Civil Pty Ltd T/as)	General Hardware Items - Various	2,026.77
EFT74575	13.03.2020	Hands First (tff The HandsFirst Trust t/as)	KTA Terminal - Stainless Steel Dispenser Floor Stands	881.69
EFT74576	13.03.2020	Imagination Play (Swanshore Pty Ltd)	KTA Terminal - Foam Sticks, Zip tie bags (stock)	782.54
EFT74577	13.03.2020	Integrity Coach Lines (Aust) Pty Ltd	KTVC - Consignment Bookings	961.35
EFT74578	13.03.2020	Jolly Good In Car Audio and Entertainment T/A Jolly Good Auto Electric	Plant Repairs - Various	4,006.95
EFT74579	13.03.2020	Karratha Glass Service	Staff Housing - Re-secure And Repair Glass Panel Window Frame	451.00
EFT74580	13.03.2020	Karratha Smash Repairs	Plant Repairs - Various	508.12
EFT74581	13.03.2020	Keyspot Services	Trophy For Retiring Councillor	55.90
EFT74582	13.03.2020	Karratha Veterinary Hospital	Animal Health Program - Feb 2020	604.50
EFT74583	13.03.2020	Kelyn Training Services	HR - Worksite Traffic Management Course February 2020	8,100.00
EFT74584	13.03.2020	Komatsu Australia Pty Ltd	Plant Repairs - Various	6,030.57

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EFT74585	13.03.2020	Karratha Central Apartments (Mansted Holdings Pty Ltd)	HR - Worksite Traffic Management Facilitator 24/02/2020 - 28/02/2020	756.00
EFT74586	13.03.2020	Kevcor Pty Ltd t/as AVS Northwest	Governance - Valuation Consultancy	550.00
EFT74587	13.03.2020	Landgate	Monthly Valuation Schedules And Annual Updates Nov 2019	1,136.12
EFT74588	13.03.2020	L3 Communications Australia Pty Ltd	KTA Checked Baggage - Preventative Maintenance Service Feb 2020, Replace Workstation Computer on CBS System	11,587.68
EFT74589	13.03.2020	Links Modular Solutions Pty Ltd	IT - Links Activecarrot Full Suite Annual Access Fee Pro Rata March 2020 To June 2020	770.00
EFT74590	13.03.2020	LAA Consultancy Services	Land Matters - Consultant Services Specialist Crown Land Assistance	180.00
EFT74591	13.03.2020	Modern Teaching Aids Pty Ltd (MTA)	KLP - Program Supplies Crèche Cushion Covers Target Throwing Mat Foam Play Set	1,080.32
EFT74592	13.03.2020	MKM Consulting Engineering P/l	TC Damien 2020 - Dampier Fire Station - Structural Engineer Assessment following damage to the building	2,904.00
EFT74593	13.03.2020	M & M Masonary	TC Damien 2020 - Progress Claim Equipment Hire 24T Tipper 6Wheeler 5T Excavator And Labour	33,275.00
EFT74594	13.03.2020	Murujuga Aboriginal Corporation	KTVC - Consignment Sales	21.25
EFT74595	13.03.2020	C McHenry	Aust Day 2020 Award Winner - Young Citizen Of The Year	1,000.00
EFT74596	13.03.2020	Melon Heart	KTVC - Consignment Sales	16.80
EFT74597	13.03.2020	Method Recycling Pty Ltd	Community Waste Education - Single Delivery To 7 Mile Waste Facility	1,124.86
EFT74598	13.03.2020	Annie Majella Murtagh-Monks t/as Perth Actors Collective	Cancelled Payment	0.00
EFT74599	13.03.2020	D Muller	Aust Day 2020 - Citizen Of The Year Award	1,000.00
EFT74600	13.03.2020	NW Communications & IT Specialists	General - Replace Screens On Karratha Airport Car Park Terminals	270.00
EFT74601	13.03.2020	Ningaloo Whaleshark Swim Pty Ltd	KTVC Tour Sales - 26/09/2019	306.00
EFT74602	13.03.2020	Ixom Operations Pty Ltd (Orica)	KLP & RAC - 920kg Chlorine Cylinder Rental Charges Jan 2020	1,626.18
EFT74603	13.03.2020	Pilbara Distributors Pty Ltd	Stock - Oven Cleaner 5ltr	63.80
EFT74604	13.03.2020	Pilbara Motor Group - PMG	Plant Repairs - Various	97.45
EFT74605	13.03.2020	The Paper Company Of Australia Pty Ltd	Stock - A4 Paper 80gsm Pure White	977.63
EFT74606	13.03.2020	Pilbara Copy Service	Photocopy / Printer Charges - Various	551.77
EFT74607	13.03.2020	Pilbara Dive And Tours (Natalie Callanan t/as)	KTVC - Consignment Sales	45.00
EFT74608	13.03.2020	Prompt Contracting And Fencing Pty Ltd	Staff Housing - Made Safe damaged fibro boards	275.00
EFT74609	13.03.2020	Pilbara Windscreen Experts Pty Ltd	Plant Repairs - Various	16,916.06
EFT74610	13.03.2020	Playmakers Pty Ltd T/as The Play Works	Baynton West Oval - Classic Water Pump With Reservoir	4,447.29
EFT74611	13.03.2020	Powerblast Global Pty Ltd	Plant - High Pressure Cleaner Repairs Hose 15m To Suit	770.00
EFT74612	13.03.2020	Quilts By Robyn	KTVC - Consignment Sales	130.00
EFT74613	13.03.2020	Repcos Auto Parts (GPC Asia Pacific)	Records Mgt - Mechpro Convertible Trolley 250kg, Spark Plugs, Mobile Phone Cradle, Distilled Water Stock, Funnels	302.72

Chq/EFT	Date	Name	Description	Amount
EFT74614	13.03.2020	Auto One Karratha	Plant - Parts for Repairs	437.50
EFT74615	13.03.2020	Fuel Trans Australia Pty Ltd T/a Recharge Petroleum	Stock - Drum Unleaded Petrol 91 200l	1,848.00
EFT74616	13.03.2020	Richose Pty Ltd	Plant - Parts for Repairs	4,113.45
EFT74617	13.03.2020	Red Dog 4wd Club	Aust Day 2020 Award Winner - Community Service Award	1,000.00
EFT74618	13.03.2020	A Ridout	Aust Day 2020 Award - Environment Award	1,000.00
EFT74619	13.03.2020	Statewide Bearings	Plant Repairs - Various	137.42
EFT74620	13.03.2020	Kmart Karratha	IPC - Craft Supplies For Programming	359.50
EFT74621	13.03.2020	Sigma Chemicals	Stock - Sodium Bicarbonate (25kg bag)	970.20
EFT74622	13.03.2020	Designa Sabar Pty Ltd	KTA Car Park - Car Park Equipment Preventative Maintenance Feb 2020	10,064.77
EFT74623	13.03.2020	Seatadvisor Pty Ltd	REAP - Sabo Ticketing Management System Fees Feb 2020	1,365.10
EFT74624	13.03.2020	Soundgear Australia	KLP - Group Fitness Mipro Dual Mic Receiver	955.00
EFT74625	13.03.2020	Scope Business Imaging	Photocopy / Printer Charges - Various	1,661.65
EFT74626	13.03.2020	Sydney Commercial Kitchens	Equipment Replacement - Kitchen Equipment KLP Cafe	996.60
EFT74627	13.03.2020	Wridgways Pty Ltd	HR - Relocation Of Manager IS	5,265.04
EFT74628	13.03.2020	Sanity Music Stores Pty Ltd	Library - New Resources	983.39
EFT74629	13.03.2020	Statewide Cleaning Supplies Pty Ltd	Stock - Anti-bacterial Wipes	1,240.47
EFT74630	13.03.2020	T Sholl	Aust Day 2020 Award Winner - Community Spirit	1,000.00
EFT74631	13.03.2020	Sports Turf Association (WA) Inc	PG - Annual Group Membership Fee 01/01/20 - 31/12/20	350.00
EFT74632	13.03.2020	Illion Tenderlink (Illion Australia Pty Ltd t/as)	Tender Advertising - Various	518.10
EFT74633	13.03.2020	Scarboro Painting Services (The Trustee For Scarboro Painting Services)	Footpaths - Install Line Marking Nickol Rd To Lewis Dr North	3,905.00
EFT74634	13.03.2020	Taranis Power Group Pty Ltd	KTA Mtce - Airport Emergency Generator Check	429.00
EFT74635	13.03.2020	Technology One Limited	IT - Intramaps Gis Consulting Services (remote) Feb 2020	902.00
EFT74636	13.03.2020	Three Birds Homewares (Jessica Walford)	KTVC - Consignment Sales January 2020	79.94
EFT74637	13.03.2020	AMD Audit & Assurance Pty Ltd	Audit Fees - Sign Off Of Deferred Pensioner Rates Certification	440.00
EFT74638	13.03.2020	Universal Pictures International Australasia Pty Ltd	REAP - Movie 1917 07/02/2020	330.00
EFT74639	13.03.2020	Karratha Timber & Building Supplies	Bulgarr PlaySpace - Jarrah Sq Dressed 80x30mm	875.38
EFT74640	13.03.2020	Vorgee Pty Ltd	KLP Merchandise for Onsale	1,062.05
EFT74641	13.03.2020	Westrac Equipment Pty Ltd	Plant Repairs - Various	4,594.03
EFT74642	13.03.2020	Woolworths Group Limited	The Base/WRP - Program Supplies, REAP & IPC - Kiosk /Bar Stock	1,745.78
EFT74643	13.03.2020	West-Sure Group	KTA Car Park - Cash Collection Jan 2020	285.01
EFT74644	13.03.2020	WA Marine Pty Ltd T/as O2 Marine	HHBSC - Revised Concept Design For Dampier Marina	5,065.50
EFT74645	13.03.2020	Xyst Australia Pty Ltd (Yardstick)	19/20 Yardstick performance analysis report and improvement plan - Roads	4,510.00

Chq/EFT	Date	Name	Description	Amount
EFT74646	13.03.2020	The Workwear Group Pty Ltd (Yakka Pty Ltd)	Stock - Uniforms	948.00
EFT74647	13.03.2020	Karratha International Hotel (Ringthane Pty Ltd t/as)	REAP - Bar Stock	5,378.25
EFT74648	13.03.2020	Norwest Sand & Gravel Pty Ltd	TC Damien 2020 - Hire Fees Council Asset CleanUp Wick Roebourne & Pt Samson Green Waste - Feb 2020	23,284.25
EFT74649	13.03.2020	Rol-wa Pty Ltd T/a Allpest Wa	Kta Airport - Ant Treatment To External Perimeter Of Terminal Building Using Non-repellent Products, Termite and Ant Treatment - Various Sites	1,771.00
EFT74650	13.03.2020	CS Legal (The Pier Group Pty Ltd T/as)	Debt Recovery Costs - Rates And Sundry Debtors	941.36
EFT74651	13.03.2020	Handy Hands Pty Ltd	Weed Control / Spraying - Using Roundup Powermax (Various Sites)	26,838.90
EFT74652	13.03.2020	Kennards Hire Pty Limited	Dry Hire - Tracked Mini Loader 12/02 - 25/02 (14 Day Hire)	2,903.54
EFT74653	13.03.2020	North West Tree Services	TC Damien 2020 - Clean Up Of Council Assets	22,044.00
EFT74654	13.03.2020	Nielsen Liquid Waste Services Pty Ltd	FBCC, PBFC - Grease Trap Removals, February 2020, Kta Cemetery - Septic Tank Pump out	3,208.00
EFT74655	13.03.2020	Point Parking Pty Ltd	KTA Car Park - Parking Ground Transport Operations And Management Jan 2020	2,725.00
EFT74656	13.03.2020	Roebourne Dingo Hire	Remedial Works - Brush Cutting And Slashing Services, Removal of Abandoned Vehicles - Various Sites	3,872.00
EFT74657	13.03.2020	Reece Pty Ltd	Stock - Plumbing & Retic Fittings/Fixtures	7,601.96
EFT74658	13.03.2020	Shelf Cleaning Services	FBCC - Cleaning Services RFT 26 17/18 Jan 2020	6,400.97
EFT74659	13.03.2020	Wormald Australia Pty Ltd	REAP - VESDA Replacement, KLP - Fire Pump Repairs, Kta Water Supply - Replace Hydrant Landing Valve	12,024.65
EFT74660	13.03.2020	C Adams	Reimbursement - Utilities as per Employment Contract (Horizon 10/12/19 to 10/02/20)	1,483.22
EFT74661	13.03.2020	S & N Dale	Reimb - Security Subsidy Scheme - A47567	500.00
EFT74662	13.03.2020	Dampier Food & Liquor	Refund - Overpayment On Debtor Account E086	245.00
EFT74663	13.03.2020	A Heller	CPS - Reimb Security Scheme Reimb	500.00
EFT74664	13.03.2020	Jodake Resource Pty Ltd	Rates refund for assessment A91695	406.70
EFT74665	13.03.2020	Sabre Resources Pty Ltd	Rates refund for assessment A88232	1,341.25
EFT74666	13.03.2020	J Tolomei	CPS - Security Scheme Reimb	500.00
EFT74667	13.03.2020	Dampier Plumbing & Gas (tff DPG Trust)	Main Admin - Repair Leaking Poly Water Line, Kta WWTP - Repair Loose Nut Barb Fitting Leak, Kta Airport - Repair Water Leak, Unblock Urinal, Staff Housing - Small Plumbing Works, KLP - Repair Water Leak, Replace Timeflow Tap, REAP - Repair Urinal	13,519.00
EFT74668	13.03.2020	Profix Australia (West Pilbara Enterprises Pty Ltd T/as)	Emergency Cyclone Works - Repair Damaged Roof, Reglaze Doors & Windows, Repair Doors, Refix Carpet Squares, Replace Rubber Door Seals, 18A Richardson - Full Internal Repaint	15,891.93
EFT74669	13.03.2020	Profix Australia (West Pilbara Enterprises Pty Ltd T/as)	Staff Housing - Full Internal Repaint, Cyclone Works - Make Safe Roof, Repair Doors, Post Cyclone Damage Inspections, KLP - Replace Function Room Kitchen Door	11,530.66
EFT74670	13.03.2020	Burkeair Pty Ltd t/as BSA Maintain	Scheduled Quarterly Chiller And Airconditioner Maintenance Jan 2020 - Various Sites, Kta Airport - Install New AC Unit	16,268.29

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EFT74671	13.03.2020	Burkeair Pty Ltd t/as BSA Maintain	PBFC - Repair Cyclone Damaged AC Units, KLP - Repair Chiller, REAP - Replace Faulty Blade in Fridge, WRP/Kta Airport/DayCare Centres - Chiller & Aircon Maintenance	27,530.16
EFT74672	16.03.2020	Ausolar Pty Ltd	KTA Terminal - Reset Generator Replace All Waterlogged RCDs, Repair Flickering Lights, Refit Light Covers, Replace Light Fittings, KLP - Make Safe Volleyball Floodlight & Outdoor Lights, Kta Main Admin - Connect Gensets, Millars Well Daycare - Replace CT Transformers, Kta Main Admin - Repairs to Diming Light, KLP - Repair Pole Top Floodlights	43,503.41
EFT74673	16.03.2020	Ausolar Pty Ltd	Millars Well Pavilion - Repair Water Damaged Lights & Reset RCD, Staff Housing - Cyclone Damage Repairs (Various), PBFC - Emergency Repairs to Auto Doors, Bulgarra ELC - Make Safe Electrics, 1 Cook Pl - Replace Sensors & Floodlights, WRP - Drain Lights & Reset RCD's, Kta SES - Repairs Lights, Tambrey Oval - Make Safe Switchboard & Repair Token Controller,	12,823.72
EFT74674	20.03.2020	Australian Taxation Office	BAS - February 2020	46,566.00
EFT74675	19.03.2020	City Of Karratha	Investment - Muni Funds BOQ TD 3 Months @1.45%	1,000,000.00
EFT74676	19.03.2020	City Of Karratha	Investment - Muni Funds CUA 3 Months @ 1.7%	6,500,000.00
EFT74677	19.03.2020	City Of Karratha	Investment - Reserve Funds BOQ 6 Months @ 1.5%	7,600,000.00
EFT74678	20.03.2020	Pilbara Iron Company Services Pty Ltd (Rio Tinto)	Water Usage Charges	5,905.99
EFT74679	20.03.2020	Telstra Corporation Ltd	Telephone Usage Charges	25,732.62
EFT74680	20.03.2020	Horizon Power	Electricity Usage Charges	165,606.58
EFT74681	20.03.2020	Horizon Power	Electricity Usage Charges	105,704.74
EFT74682	19.03.2020	City Of Karratha	Investment - Reserve Funds CUA 12 months @ 1.8%	3,500,000.00
EFT74683	20.03.2020	Cleanaway Pty Ltd	REAP - Waste Removal January 2020	535.02
EFT74684	20.03.2020	Department Of Transport	Vehicle Search Fees	285.60
EFT74685	20.03.2020	Water Corporation	Water Usage Charges	18.18
EFT74686	20.03.2020	Foxtel For Business	WRP - Business Premium Core Channels Mar 2020	155.00
EFT74687	20.03.2020	Wesfarmers Kleenheat Gas Pty Ltd	KLP - LPG Bulk	1,737.85
EFT74688	20.03.2020	Neverfail Springwater Pty Ltd - (906959169)	15L Water Bottle Refills	25.25
EFT74689	20.03.2020	Neverfail Springwater Ltd - WWTP	15L Water Bottle Refills	13.25
EFT74690	20.03.2020	Bobford Service (the Trustee For The Bobford Service Trust)	TC Damien - Cleanup Debris And Damaged Council Assets, Hire 12T Truck With Bobcat 8T Tipper With Bobcat Labourer With Chainsaw 2T Excavator	30,030.00
EFT74691	20.03.2020	Winc Australia Pty Limited	Stationery Items - Various Departments	1,222.38
EFT74692	20.03.2020	Dampier Community Association	Community Module Management Services As Per RFT 05-19/20 01/03/2020 To 30/06/2020	25,000.00
EFT74693	20.03.2020	Educational Experience Pty Limited	IPC - Craft And Sensory Supplies	8.25
EFT74694	20.03.2020	Hathaways Lubricants	Stock - Lubricants	558.45
EFT74695	20.03.2020	Lions Club Of Karratha & Dampier (inc)	Karratha Community Activities - 2019 FeNaCING Karratha Turns 50	5,550.00

Chq/EFT	Date	Name	Description	Amount
EFT74696	20.03.2020	Poolmart Karratha	TC Damien – Staff Housing Repair Pool Chlorinator	420.00
EFT74697	20.03.2020	Parry's Merchants	RAC - Kiosk Stock Items	1,580.70
EFT74698	20.03.2020	Roebourne Art Group Aboriginal Corp	2020 Naidoc - Copyright Of Artwork For Marketing	4,000.00
EFT74699	20.03.2020	Sai Global Ltd	Office Expenses - SAI Global Renewal	2,995.30
EFT74700	20.03.2020	Sealanes (1985) Pty Ltd	REAP - Kiosk Supplies	412.52
EFT74701	20.03.2020	Te Wai Manufacturing	HR - Ranger Polo Shirts Embroidery	199.20
EFT74702	20.03.2020	Royal Life Saving Society WA Inc	HR Lifeguard Requals	3,581.00
EFT74703	20.03.2020	TNT Express	Freight - Various	144.30
EFT74704	20.03.2020	Visimax	Rangers - Blue PVC Leads	135.15
EFT74705	20.03.2020	Landmark Operations Limited	Stock - Roundup 20L	495.00
EFT74706	20.03.2020	Atom Supply	Stock - Concrete Aggregate/sand/cement 20kg (premix), Star Pickets, Signage, Eyebolts, Uniforms - Shirts	3,305.86
EFT74707	20.03.2020	J Blackwood & Son Pty Limited	Stock - Sand Bags Hessian, Safety Boots, Disinfectant Spray, Gloves	1,156.85
EFT74708	20.03.2020	Aerosweep Pty Ltd	Plant Purchase - Ultimate Sweeper	18,631.80
EFT74709	20.03.2020	ABCO Products	Stock - Ecozyme B+ 5ltr + Freight	551.92
EFT74710	20.03.2020	Civica Pty Ltd	Local History - Bulk Archive Uploads Data And Image Records 50%	3,960.00
EFT74711	20.03.2020	Acacia Connection Pty Ltd	EAP - Quarterly Fee 01/04/2020 - 30/06/2020	2,486.00
EFT74712	20.03.2020	Aquatic Services WA Pty Ltd	KLP - Supply And Install 2 Make Up Systems	2,225.73
EFT74713	20.03.2020	ATI Parts Australia	Stock - Fuel Filter (Toyota 23390-0l050)	88.06
EFT74714	20.03.2020	Access Infrastructure	TC Damien - Replace Stovehill Wireless Equipment Riggers	4,180.00
EFT74715	20.03.2020	BOC Limited	Tools - Boc Light Duty Welding Cutting & Brazing Kit	315.82
EFT74716	20.03.2020	BC Lock & Key	WCH - Door Barrel Re-coding To Not For Profit Toilet	145.20
EFT74717	20.03.2020	Bez Engineering	Op Centre Workshop - Installation And Fabrication Of Airlines	1,311.75
EFT74718	20.03.2020	Budget Rent A Car	Insurance - Hire Of Mitsubishi Outlander 4x4 For 28 Day Period 24.01.2020 - 21.02.2020	1,580.20
EFT74719	20.03.2020	Baessler Construction (David Baessler)	Roebourne Goal - Mandatory Tender Inspection Access	198.00
EFT74720	20.03.2020	Biz Elevation	TYBO - 50% Following Evaluation & Acquittal	649.00
EFT74721	20.03.2020	Bosstab Pty Ltd	YS - Data Management System Hardware	715.80
EFT74722	20.03.2020	Department Of Fire And Emergency Services (ESL Payments)	Emergency Service Levy Collected For 2019/2020 Instalment 3	446,488.56
EFT74723	20.03.2020	Karratha Solar Power No 1 Pty Ltd	Kta Airport - Solar Power February 2020 127.34 MWh	47,446.42
EFT74724	20.03.2020	Leethall Constructions Pty Ltd	TC Damien - Hire of 6T Tipper 12T Tipper Cat Bobcat for cleanup	66,990.00
EFT74725	20.03.2020	Retech Rubber (Murdoch Trust & Top Spot Trust T/as)	Replacement Playground Soft Fall - Various Sites	132,827.75
EFT74726	20.03.2020	Blue Hat Cleaning Services T/as Damel Cleaning Services	Kta And Dampier - Litter Control Collection And Sanitation Services Rft 38-18/19, Carpark Sweeping Services	91,564.52
EFT74727	20.03.2020	MSS Security	Screening & Security - KTA Terminal - Feb 2020	168,194.49
EFT74728	20.03.2020	Personal Training Academy Pty Ltd	HR - Trx Suspension Training Course Onsite Klp	4,695.00

Chq/EFT	Date	Name	Description	Amount
EFT74729	20.03.2020	North West Tree Services	TC Damien - Reactive Pruning of Cyclone Damaged Trees	53,816.40
EFT74730	20.03.2020	T C Waste (WA) Pty Ltd t/as D & M Waste Management	Progress Claim 24/02/20 - 01/03/20 Mgt Fee Mobi Labour Accom Supervisor 29/02/20	53,955.00
EFT74731	20.03.2020	Centurion Transport Co Pty Ltd	Freight - Various	2,248.40
EFT74732	20.03.2020	Coca-Cola Amatil (Holdings) Ltd	REAP - Kiosk Restock	581.89
EFT74733	20.03.2020	Chadson Engineering Pty Ltd	Stock - Palintest Tablets	110.00
EFT74734	20.03.2020	Cabcharge Australia Pty Ltd	Cabcharge - January 2020	602.78
EFT74735	20.03.2020	Comtec Data Pty Ltd	TC Damien - Kta Airport - Inspection Of All Cctv, Repair Magnetic Lock Airside, Card Reader, Alarm System, WRP - Repair Pool Intercom	11,193.51
EFT74736	20.03.2020	Crown Brush Australia Pty Ltd	TYS - Girls Crew Materials And Supplies Needed For Makeup Masterclass Program	638.95
EFT74737	20.03.2020	Corsign WA	Rural Road Maintenance - Custom Boxed Edge Signs (for Legs)	213.40
EFT74738	20.03.2020	Darwin Plant Wholesalers	Street Tree Mtce - Tree Stock	6,963.00
EFT74739	20.03.2020	D & S Wells (WA) Pty Ltd	Roebourne Skate Park - Remove Large Shade Structure, Kta Bowling Club - Remove Damaged Light Poles, Dampier Bus Shelter - Repair as damaged by Cyclone	13,036.10
EFT74740	20.03.2020	Department of Water and Environmental Regulation	WTS - L7921/2003/4 Annual Licence Fee 2020	324.80
EFT74741	20.03.2020	Draeger Australia Pty Ltd	KLP - Air Cylinder Refill x2, BA Oxygen Cylinder Refill	191.40
EFT74742	20.03.2020	Dibsys Gardening Services Pty Ltd	18a Richardson Way - Garden Maintenance And Tidyup Dec 19	93.50
EFT74743	20.03.2020	E & MJ Rosher Pty Ltd	Plant - Cyclone Grass Repairs, Stock - Parts for Repairs	5,053.87
EFT74744	20.03.2020	ELKA Projects And Maintenance (Cardew Holdings Pty Ltd)	TC Damien - Locate City Centre Underground Services Irrigation Repairs Vacuum Excavator And Operator	5,865.75
EFT74745	20.03.2020	Engineering Technology Consultants Trust	Dampier Palms Redevelopment - Additional Contract Administration Jan-Feb 2020	11,618.75
EFT74746	20.03.2020	Elizabeth Rose Makeup Artistry	TYS - Girls Crew Makeup And Beauty Program	160.00
EFT74747	20.03.2020	Farinosi & Sons Pty Ltd	TC Damien 2020 - Powerboard 8 Outlet Surge Protection 8104236	66.56
EFT74748	20.03.2020	Ruby Distributors Pty Ltd T/as Flex Fitness Equipment	WRF - Gym Equipment	1,925.55
EFT74749	20.03.2020	Frogmat Landscape Construction (Ghanshyam Holdings Pty Ltd t/as)	Kta Hospital Surrounds - Ground Maintenance Landscape Verge Areas	1,001.00
EFT74750	20.03.2020	Fleet Fitness (atf O'Shaughnessy Family Trust)	KLP - Cable Crossover Replacement Cable	407.00
EFT74751	20.03.2020	StrataGreen (Strata Corporation Pty Ltd)	KLP Oval - Enviosoak liquid wetter, Hessian Tree Ties	1,820.24
EFT74752	20.03.2020	G Bishops Transport Services Pty Ltd atf GBT Services Trust	Freight - Various	1,270.36
EFT74753	20.03.2020	T & B Giles	Curlew St - Rent Payable 29/02/2020 To 28/03/2020	5,633.33

Chq/EFT	Date	Name	Description	Amount
EFT74754	20.03.2020	Moore Stephens (wa) Pty Ltd As Agent	Budget Workshop 2020 - 11/03/2020 Finance Officer	957.00
EFT74755	20.03.2020	Home Hardware Karratha (Sahajanand Civil Pty Ltd T/as)	General Hardware Items - Various	345.41
EFT74756	20.03.2020	Harvey Norman Karratha (Ahtarrak Pty Ltd t/as)	WRP - Squash Court Furniture Replacement, Annex - Microwave, Power Boards & Extension	1,396.50
EFT74757	20.03.2020	ZircoData Pty Ltd	Cyclone Damien - SAC Archive boxes - 600 boxes	1,677.26
EFT74758	20.03.2020	Integrity Coach Lines (Aust) Pty Ltd	KVTC - Consignment Sales	861.74
EFT74759	20.03.2020	Karratha Signs	KLP - Reinstallation Of External Lettering And Backboard To Main Entrance Sign	528.00
EFT74760	20.03.2020	James Bennett Pty Limited	Library - New Resources	1,417.51
EFT74761	20.03.2020	Jolly Good In Car Audio and Entertainment T/A Jolly Good Auto Electric	Plant - Repairs (Various)	1,480.40
EFT74762	20.03.2020	Karratha Glass Service	Staff housing - Repair Lounge Window	198.00
EFT74763	20.03.2020	Keypot Services	WM - Manager Office Key	49.00
EFT74764	20.03.2020	Karratha Veterinary Hospital	Animal Control - Euthanise Cat	36.70
EFT74765	20.03.2020	Karratha Gymnastics Club Inc	2019/20 Biannual Community Grant Scheme - Final 20%	5,618.80
EFT74766	20.03.2020	Kelyn Training Services	HR - Worksite Traffic Management Facilitator Meals Feb 2020	117.86
EFT74767	20.03.2020	Komatsu Australia Pty Ltd	Plant - Repairs (Various)	1,392.49
EFT74768	20.03.2020	Karratha Machinery Hire	Dry Hire - Machinery (Various) for Cyclone Clean Up	7,568.00
EFT74769	20.03.2020	Karratha Panel & Paint (Tunstead Family Trust T/a)	Disposal Abandoned Cars	275.00
EFT74770	20.03.2020	Karratha Central Apartments (Mansted Holdings Pty Ltd)	Accommodation - Town Of Port Hedland Clean Up Crew 24-28 February 2020	4,578.00
EFT74771	20.03.2020	Karratha Painting Pty Ltd	TC Damien - Staff Housing, Internal Plasterboard Repairs And Painting	4,400.00
EFT74772	20.03.2020	Kevcor Pty Ltd t/as AVS Northwest	The Quarter - Valuation Car Parking Bays	3,850.00
EFT74773	20.03.2020	City Of Karratha	Payroll deductions	1,305.00
EFT74774	20.03.2020	City Of Karratha - Social Club	Payroll deductions	1,638.00
EFT74775	20.03.2020	T Swetman - (Mortgage Account)	Home Ownership Allowance	555.00
EFT74776	20.03.2020	Australian Services Union (ASU/MEU Div)	Payroll deductions	414.40
EFT74777	20.03.2020	T Corfield & L Royal (Mortgage Account)	Home Ownership Allowance	300.00
EFT74778	20.03.2020	L Gan - (Mortgage Account)	Home Ownership Allowance	850.00
EFT74779	20.03.2020	C Gorman (Mortgage Account)	Home Ownership Allowance	400.00
EFT74780	20.03.2020	S Kot (Mortgage Account)	Home Ownership Allowance	932.63
EFT74781	20.03.2020	C King (Mortgage Account)	Home Ownership Allowance	450.00
EFT74782	20.03.2020	Lgrceu	Payroll deductions	61.52
EFT74783	20.03.2020	Maxxia Pty Ltd	Payroll deductions	36,352.81

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EFT74784	20.03.2020	N Milligan - (Mortgage Account)	Home Ownership Allowance	479.64
EFT74785	20.03.2020	J Patel (Mortgage Account)	Home Ownership Allowance	430.00
EFT74786	20.03.2020	A Virkar (Mortgage Account)	Home Ownership Allowance	300.00
EFT74787	20.03.2020	B Wall (Mortgage Account)	Home Ownership Allowance	450.00
EFT74788	20.03.2020	Australian Taxation Office	Payroll deductions	296,242.00
EFT74789	20.03.2020	Child Support Agency	Payroll deductions	2,437.75
EFT74790	20.03.2020	Lorent Nominees Pty Ltd ATF The CV Unit Trust	TC Damien - Hire Semi Side Tipper 25/02/2020 To 04/03/2020	12,529.00
EFT74791	20.03.2020	MM Electrical Merchandising	TC Damien - Comms Bend 90deg R305mm 50mm Pvc White	23.10
EFT74792	20.03.2020	M & M Masonary	TC Damien - Kta Airport, Remove Make Safe And Dispose Damaged Brick Wall	5,500.00
EFT74793	20.03.2020	Marketforce	Advertising - Various	3,457.47
EFT74794	20.03.2020	Annie Majella Murtagh-Monks t/as Perth Actors Collective	Cancelled Payment	0.00
EFT74795	20.03.2020	Ixom Operations Pty Ltd (Orica)	WAC & RAC - 70kg Chlorine Gas Cylinders	3,924.80
EFT74796	20.03.2020	Oceanic Offshore Pty Ltd	Sams Island - Diving Support Services To Install 50 Stabilisation Bags	6,179.25
EFT74797	20.03.2020	Oztopia Holdings Pty Ltd	TC Damien - Machinery & Labour/Spotter Uplift & Hire	40,040.00
EFT74798	20.03.2020	OTR Tyres (TKPH Pty Ltd)	Plant Repairs - Various	2,980.90
EFT74799	20.03.2020	Pilbara Motor Group - PMG	Parts for Plant Repairs	166.42
EFT74800	20.03.2020	Prompt Contracting And Fencing Pty Ltd	Cossack - Supply & Install High Chainwire Fencing, WRP - Reinstall Shade Sail Pole	5,645.00
EFT74801	20.03.2020	Powerlift Industries (Healestek Pty Ltd)	TC Damien 2020 - Operator/Spotter Hire For Clean Up Of Council Assets Green	28,710.00
EFT74802	20.03.2020	Repco Auto Parts (GPC Asia Pacific)	Parts for Plant Repairs	184.23
EFT74803	20.03.2020	Red Earth Flowers	REAP - Flowers For Table Decorations	200.00
EFT74804	20.03.2020	Reface Industries Pty Ltd	Karratha Library - Annual Servicing Of Libraries Disc Cleaning Machine	538.62
EFT74805	20.03.2020	Richose Pty Ltd	Plant - Repairs, Pressure Wash Trigger, Waste Shredder Repairs	346.81
EFT74806	20.03.2020	Statewide Bearings	Stock - V Belt (Gates VB38)	51.53
EFT74807	20.03.2020	Kmart Karratha	REAP - Conference And Function Equipment And Decorations, TYS - Program Supplies, WRP - Stationery Supplies, IPC - Kitchen Supplies	1,348.95
EFT74808	20.03.2020	Speedo Australia Pty Ltd	KLP Merchandise for Onsale	1,096.92
EFT74809	20.03.2020	Sigma Chemicals	Equipment Replacement - Sigma Manual Vacuum Mobile Trolley System Hose Cam Lock Pvc Socket Pipe	2,895.59
EFT74810	20.03.2020	Sunny Sign Company Pty Ltd	Stock - TDI Bracket C/W Bolt Washer and Trilob Bolts	253.00
EFT74811	20.03.2020	Sodexo	Staff Housing - Rents, 14/03/2020 - 13/04/2020	2,820.24
EFT74812	20.03.2020	Sony Pictures Releasing	REAP - Film Screenings, The Grudge & Beautiful Day in the Neighbourhood	728.40
EFT74813	20.03.2020	Scope Business Imaging	Photocopy / Printer Charges - Various	192.50
EFT74814	20.03.2020	Skipper Transport Parts (Formerly Covs)	Plant Repairs - Various	624.60
EFT74815	20.03.2020	Statewide Cleaning Supplies Pty Ltd	Stock - Toilet Paper Roll Dispenser S/S - Jumbo	390.37

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EFT74816	20.03.2020	Navisha Shukla	Dampier Palms Foreshore - Perform 2 sets, 07/12/2019	140.00
EFT74817	20.03.2020	Southern Cross Austereo Pty Ltd	Radio Campaigns, various - February 2020	3,608.00
EFT74818	20.03.2020	Trasan Contracting Pty Ltd	TC Damien - Roeb Skate Park, Temporary Fencing Installation, Dampier Fire Station - Cyclone Works	4,442.34
EFT74819	20.03.2020	Tennant Australia Pty Ltd	Parts for Plant Repairs	37.07
EFT74820	20.03.2020	The Walt Disney Company Pty Ltd	REAP - Movie Screening The Call Of The Wild	313.60
EFT74821	20.03.2020	Illion Tenderlink (Illion Australia Pty Ltd t/as)	Tender Advertising - Various	172.70
EFT74822	20.03.2020	Talis Consultants Pty Ltd T/a Talis Unit Trust	WS - Closure Plan Dwer Rfi As Per Quotation	3,850.00
EFT74823	20.03.2020	Tuffa Products Pty Ltd	Mobile Plant Prestart Books	1,227.60
EFT74824	20.03.2020	Tanks West	WWTP - Replacement Locking Keys For Frp Hatches	132.00
EFT74825	20.03.2020	Karratha Timber & Building Supplies	General Hardware Items - Various	550.90
EFT74826	20.03.2020	Roadshow Films Pty Ltd	REAP - Movie Screening Fees, Birds of Prey, March 2020	677.15
EFT74827	20.03.2020	Westrac Equipment Pty Ltd	Parts for Plant Repairs	933.88
EFT74828	20.03.2020	Woolworths Group Limited	WRF - Kiosk Supplies, TYS - Programming Supplies, REAP - Kiosk Supplies, Events - Performer Riders	2,767.11
EFT74829	20.03.2020	Water Infrastructure Science And Engineering (WISE)	WWTP - Annual Environmental Report AER 2019	5,412.00
EFT74830	20.03.2020	Wawardu Limited	Roebourne Library - March Rental (Garnalilli Centre)	1,430.00
EFT74831	20.03.2020	The Workwear Group Pty Ltd (Yakka Pty Ltd)	Stock - Uniforms	928.80
EFT74832	20.03.2020	C Campbell	Rates refund for assessment A78620	735.70
EFT74833	20.03.2020	A Dorning	Reimb Fuel Expense 29/02/20 - 04/03/2020	83.12
EFT74834	20.03.2020	P Heekeng	Reimbursement - IPWEA Conference Fremantle 12-13 March 2020 As Per Policy	45.00
EFT74835	20.03.2020	G Rees Hopkins	Reimb - Meet The Street Event 14/03/2020	100.00
EFT74836	20.03.2020	M Meffert	Refund - Carpark Card Bond #270573 07/07/2016	50.00
EFT74837	20.03.2020	Pacton Pilbara Pty Ltd	Rates refund for assessment A91874	326.22
EFT74838	20.03.2020	D Panday	Refund - Carpark Card Bond #274438 07/09/2016	50.00
EFT74839	20.03.2020	N Riddle	Refund - Carpark Card Bond #322755 01/03/2019	50.00
EFT74840	20.03.2020	P Simpson	Refund - Lost Ticket Fee	165.00
EFT74841	20.03.2020	S Wachter	Reimb - Relocation Expenses	8,800.00
EFT74842	20.03.2020	Karratha International Hotel (Ringthane Pty Ltd t/as)	REAP - Kiosk/Bar Restock	317.00
EFT74843	20.03.2020	Karratha Earthmoving & Sand Supplies	TC Damien 2020 - Loader Hire Green Waste Removal	27,500.00
EFT74844	20.03.2020	Poinciana Nursery	Pegs Creek & Bulgarra - Open Spaces Slashing As Per Set Services Jan/Feb 2020	22,659.80
EFT74845	20.03.2020	Rol-wa Pty Ltd T/a Allpest Wa	Cossack - Termite And Singapore Ant Inspections	726.00
EFT74846	20.03.2020	Brida Pty Ltd	Dampier Foreshore Opening - Cleaning Of 10x Portaloo	455.69

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EFT74847	20.03.2020	Datacom Systems (AU) Pty Ltd	IT - Mimecast M2a: 12 Months (email Security; Remediation; Continuity; Archiving 99 Yr)	36,560.25
EFT74848	20.03.2020	Handy Hands Pty Ltd	Weed Control - Using Roundup Powermax 570g/l and Activator Djuvant Roebourne, Middleton Way - Repair Damaged Lawn	14,045.90
EFT74849	20.03.2020	Kennards Hire Pty Limited	Machinery Dry Hire - Various, Jan/Feb 2020	740.01
EFT74850	20.03.2020	Nielsen Liquid Waste Services Pty Ltd	Miaree Pool Toilets - Pump Out Long Drop	1,124.00
EFT74851	20.03.2020	Octagon Lifts Pty Ltd	Kta Airport - Passenger And Goods Lift Maintenance	14,643.12
EFT74852	20.03.2020	Roebourne Dingo Hire	Removal Abandoned Car Bodies - Various	3,630.00
EFT74853	20.03.2020	Reece Pty Ltd	Stock - Plumbing & Retic Fittings/Fixtures	4,442.50
EFT74854	20.03.2020	Turf Guru Landscapes Pty Ltd	Reticulation Crew For Cyclone Clean Up / Repairs Of Council Assets, Kta Cemetery - Reticulation Repairs, Roebourne School - Irrigation Works	13,992.00
EFT74855	20.03.2020	Turf Whisperer (Turf Life Pty Ltd t/as)	KGC - Mowing Fairways Feb 2020	32,450.84
EFT74856	20.03.2020	Wormald Australia Pty Ltd	KLP - Test & Tag Fire Crèche Extinguisher Repair Indoor Court 3B Exit Sign Light	242.00
EFT74857	20.03.2020	Norwest Sand & Gravel Pty Ltd	Machinery Dry Hire - Various, Cyclone Clean Up	74,941.35
EFT74858	23.03.2020	Jackenzie Holdings Pty Ltd T/as Pilbara Contracting	Adhoc Watering - Dampier Hwy Trees, KLP Tree works, Searipple Lookout - Jan-Mar 2020	20,526.00
78650	28.02.2020	G Cumming	Rates refund for assessment A14633	121.27
DD37074.1	04.03.2020	WA Super (Formerly Walgsp)	Payroll deductions	91,728.91
DD37074.10	04.03.2020	AMP Flexible Lifetime Superannuation Fund	Payroll deductions	2,029.11
DD37074.11	04.03.2020	Rest Superannuation	Superannuation contributions	5,315.90
DD37074.12	04.03.2020	HostPlus Superannuation	Superannuation contributions	9,170.80
DD37074.13	04.03.2020	CBA Superannuation Savings Account	Superannuation contributions	1,222.37
DD37074.14	04.03.2020	VicSuper	Superannuation contributions	262.02
DD37074.15	04.03.2020	100F Lifetrack Personal Superannuation	Superannuation contributions	408.77
DD37074.16	04.03.2020	JR Superannuation Fund	Superannuation contributions	479.17
DD37074.17	04.03.2020	ANZ Smart Choice Super	Superannuation contributions	2,032.87
DD37074.18	04.03.2020	Essential Super	Superannuation contributions	751.20
DD37074.19	04.03.2020	QSUPER	Superannuation contributions	488.18
DD37074.2	04.03.2020	Hesta Superannuation	Payroll deductions	2,408.90
DD37074.20	04.03.2020	Mtaa Superannuation Fund	Superannuation contributions	547.69
DD37074.21	04.03.2020	Prime Super	Superannuation contributions	728.27
DD37074.22	04.03.2020	AMIST SUPER (Australian Meat Industry Superannuation Trust)	Superannuation contributions	556.71
DD37074.23	04.03.2020	Superwrap Personal Super Plan	Superannuation contributions	1,223.72
DD37074.24	04.03.2020	BT Business Super	Superannuation contributions	939.97
DD37074.25	04.03.2020	Commonwealth Bank Group Super	Superannuation contributions	91.65
DD37074.26	04.03.2020	AMG Super	Superannuation contributions	515.55
DD37074.27	04.03.2020	Christian Super	Superannuation contributions	619.70
DD37074.28	04.03.2020	MLC Wrap Super	Superannuation contributions	850.73

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DD37074.29	04.03.2020	Local Government Superannuation - BRISBANE	Payroll deductions	1,156.95
DD37074.3	04.03.2020	Macquarie Super - Hounsham (Jewkes)	Superannuation contributions	640.26
DD37074.30	04.03.2020	Zimmerle Family Fund (Super)	Superannuation contributions	442.77
DD37074.31	04.03.2020	Commonwealth SuperSelect	Superannuation contributions	479.82
DD37074.32	04.03.2020	Care Super	Superannuation contributions	471.47
DD37074.33	04.03.2020	Russell Supersolution Master Trust	Superannuation contributions	202.29
DD37074.34	04.03.2020	Macquarie Wrap Super Manager	Payroll deductions	2,220.42
DD37074.35	04.03.2020	ANZ Staff Superannuation Scheme	Superannuation contributions	134.92
DD37074.36	04.03.2020	BT Super For Life	Superannuation contributions	953.80
DD37074.37	04.03.2020	Lindz's Lucky Super Fund	Payroll deductions	1,328.34
DD37074.38	04.03.2020	Cbus	Superannuation contributions	2,299.63
DD37074.39	04.03.2020	Asgard Superannuation	Superannuation contributions	91.95
DD37074.4	04.03.2020	Wealth Personal Superannuation & Pension Fund (SPARKS)	Payroll deductions	950.94
DD37074.40	04.03.2020	Twusuper	Superannuation contributions	474.56
DD37074.41	04.03.2020	AMP Superleader	Superannuation contributions	986.63
DD37074.42	04.03.2020	Intrust Super Fund	Superannuation contributions	92.42
DD37074.43	04.03.2020	ING Direct Superannuation Fund	Superannuation contributions	428.85
DD37074.44	04.03.2020	BT Funds Management	Superannuation contributions	663.72
DD37074.45	04.03.2020	Netwealth Superannuation	Payroll deductions	1,580.58
DD37074.46	04.03.2020	EQUIPSUPER	Superannuation contributions	198.04
DD37074.47	04.03.2020	TOM & KIM WALSH SUPER FUND	Superannuation contributions	89.08
DD37074.48	04.03.2020	Statewide Superannuation Trust	Superannuation contributions	235.19
DD37074.49	04.03.2020	Unisuper	Superannuation contributions	500.49
DD37074.5	04.03.2020	BT Panorama Superannuation	Superannuation contributions	619.30
DD37074.50	04.03.2020	Sunsuper Pty Ltd	Superannuation contributions	3,055.41
DD37074.51	04.03.2020	Australian Super	Payroll deductions	11,072.13
DD37074.52	04.03.2020	Tasplan	Superannuation contributions	764.01
DD37074.53	04.03.2020	First State Super	Superannuation contributions	1,302.88
DD37074.6	04.03.2020	Local Government Superannuation- SYDNEY	Superannuation contributions	646.92
DD37074.7	04.03.2020	SLOS Super Fund	Superannuation contributions	275.77
DD37074.8	04.03.2020	AMP Super Directions Fund	Superannuation contributions	256.30
DD37074.9	04.03.2020	Colonial First State Firstchoice Super	Superannuation contributions	972.09
DD37182.1	18.03.2020	Wa Super (Formerly Walgsp)	Payroll deductions	93,862.19
DD37182.10	18.03.2020	Colonial First State Firstchoice Super	Superannuation contributions	1,042.82
DD37182.11	18.03.2020	AMP Flexible Lifetime Superannuation Fund	Payroll deductions	2,051.57
DD37182.12	18.03.2020	HostPlus Superannuation	Superannuation contributions	9,381.31

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DD37182.13	18.03.2020	Rest Superannuation	Superannuation contributions	5,548.83
DD37182.14	18.03.2020	CBA Superannuation Savings Account	Superannuation contributions	1,205.23
DD37182.15	18.03.2020	VicSuper	Superannuation contributions	238.20
DD37182.16	18.03.2020	100F Lifetrack Personal Superannuation	Superannuation contributions	422.06
DD37182.17	18.03.2020	JR Superannuation Fund	Superannuation contributions	503.86
DD37182.18	18.03.2020	ANZ Smart Choice Super	Superannuation contributions	2,010.45
DD37182.19	18.03.2020	Essential Super	Superannuation contributions	583.55
DD37182.2	18.03.2020	Hesta Superannuation	Payroll deductions	2,089.67
DD37182.20	18.03.2020	QSUPER	Superannuation contributions	721.59
DD37182.21	18.03.2020	Mtaa Superannuation Fund	Superannuation contributions	547.69
DD37182.22	18.03.2020	Prime Super	Superannuation contributions	765.05
DD37182.23	18.03.2020	Superwrap Personal Super Plan	Superannuation contributions	1,227.28
DD37182.24	18.03.2020	AMIST SUPER (Australian Meat Industry Superannuation Trust)	Superannuation contributions	556.71
DD37182.25	18.03.2020	BT Business Super	Superannuation contributions	939.97
DD37182.26	18.03.2020	Commonwealth Bank Group Super	Superannuation contributions	130.74
DD37182.27	18.03.2020	AMG Super	Superannuation contributions	515.55
DD37182.28	18.03.2020	Christian Super	Superannuation contributions	534.82
DD37182.29	18.03.2020	MLC Wrap Super	Superannuation contributions	850.73
DD37182.3	18.03.2020	Macquarie Super - Hounsham (Jewkes)	Superannuation contributions	640.26
DD37182.30	18.03.2020	Local Government Superannuation - BRISBANE	Payroll deductions	1,156.95
DD37182.31	18.03.2020	Zimmerle Family Fund (Super)	Superannuation contributions	431.89
DD37182.32	18.03.2020	Commonwealth SuperSelect	Superannuation contributions	488.17
DD37182.33	18.03.2020	Care Super	Superannuation contributions	476.72
DD37182.34	18.03.2020	Macquarie Wrap Super Manager	Superannuation contributions	974.18
DD37182.35	18.03.2020	Russell Supersolution Master Trust	Superannuation contributions	254.63
DD37182.36	18.03.2020	ANZ Staff Superannuation Scheme	Superannuation contributions	96.55
DD37182.37	18.03.2020	BT Super For Life	Superannuation contributions	968.83
DD37182.38	18.03.2020	Lindz's Lucky Super Fund	Payroll deductions	1,328.35
DD37182.39	18.03.2020	Cbus	Superannuation contributions	2,547.39
DD37182.4	18.03.2020	Wealth Personal Superannuation & Pension Fund (SPARKS)	Payroll deductions	950.94
DD37182.40	18.03.2020	Asgard Superannuation	Superannuation contributions	198.04
DD37182.41	18.03.2020	Twusuper	Superannuation contributions	474.56
DD37182.42	18.03.2020	AMP Superleader	Superannuation contributions	986.63
DD37182.43	18.03.2020	Intrust Super Fund	Superannuation contributions	238.01
DD37182.44	18.03.2020	ING Direct Superannuation Fund	Superannuation contributions	428.85
DD37182.45	18.03.2020	Netwealth Superannuation	Payroll deductions	1,580.58
DD37182.46	18.03.2020	BT Funds Management	Superannuation contributions	663.72
DD37182.47	18.03.2020	MLC Super Fund	Superannuation contributions	144.29

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DD37182.48	18.03.2020	EQUIPSUPER	Superannuation contributions	51.99
DD37182.49	18.03.2020	Mercer Superannuation (australia) Pty Ltd	Superannuation contributions	82.05
DD37182.5	18.03.2020	BT Panorama Superannuation	Superannuation contributions	619.30
DD37182.50	18.03.2020	TOM & KIM WALSH SUPER FUND	Superannuation contributions	79.71
DD37182.51	18.03.2020	Statewide Superannuation Trust	Superannuation contributions	377.63
DD37182.52	18.03.2020	Australian Ethical Retail Superannuation Fund	Superannuation contributions	141.46
DD37182.53	18.03.2020	Unisuper	Superannuation contributions	500.49
DD37182.54	18.03.2020	Public Sector Superannuation Fund	Superannuation contributions	73.56
DD37182.55	18.03.2020	Vision Super	Superannuation contributions	601.77
DD37182.56	18.03.2020	Sunsuper Pty Ltd	Payroll deductions	2,988.70
DD37182.57	18.03.2020	Australian Super	Payroll deductions	11,052.84
DD37182.58	18.03.2020	Tasplan	Superannuation contributions	764.01
DD37182.59	18.03.2020	First State Super	Superannuation contributions	1,275.31
DD37182.6	18.03.2020	Local Government Superannuation-SYDNEY	Superannuation contributions	1,195.60
DD37182.7	18.03.2020	SLOS Super Fund	Superannuation contributions	551.54
DD37182.8	18.03.2020	AMP Super Directions Fund	Superannuation contributions	256.29
DD37182.9	18.03.2020	NGS Superannuation	Superannuation contributions	300.30
DD37206.1	19.03.2020	Fines Enforcement Registry (Dept Of Attorney General)	FERS Lodgement - March 2020 53 Unpaid Fines	3,710.00
				29,684,860.86

Credit Cards				
DD37240.1	2/01/2020	Billabong Roadhouse	Fuel for Mgr City Svcs	55.68
DD37240.1	3/01/2020	Denham IGA X-press	Fuel for Mgr City Svcs	80.33
DD37240.1	4/01/2020	Nanutarra Roadhouse	Fuel for Mgr City Svcs	124.90
DD37240.1	31/12/2019	Facebook Ireland Ltd	Facebook Ads Payment - FB advertising - Safer Communities includes FX Fee	80.21
DD37240.1	31/12/2019	Facebook Ireland Ltd	Ads Payment - FB advertising - A Christmas on the Green includes FX Fee	13.90
DD37240.1	31/12/2019	Facebook Ireland Ltd	Ads Payment - FB advertising - Celebrate Dampier includes FX Fee	187.37
DD37240.1	31/12/2019	Facebook Ireland Ltd	Ads Payment - FB advertising - Christmas Lights Competition includes FX Fee	103.36
DD37240.1	31/12/2019	Microsoft-Billing Computer Software	Hosting fee for online photo library (OneDrive)	2.00
DD37240.1	31/12/2019	Campaign Monitor	Email distribution upgraded Plan	246.23
DD37240.1	31/12/2019	Ximble	REAP Staff Rostering System January \$220.00 US	325.02
DD37240.1	17/01/2020	Facebook	REAP advertising + FX Fee	27.77
DD37240.1	17/01/2020	Karratha LT (Newsagency)	2020 Diaries for Community Services	25.98
DD37240.1	6/01/2020	Home Hardware	Door chime for HR	37.99
DD37240.1	7/01/2020	Booking.com	Accommodation 1 night (1-2/02/20) for Officers for training held in Perth	220.00
DD37240.1	13/01/2020	Horizon Power	Power bill for Mgr A&C (15/10-13/12/19)	204.28
DD37240.1	13/12/2019	Water Corporation	Water bill for Mgr A&C (1/10-10/12/19)	182.26
DD37240.1	27/12/2019	Water Corporation	Water Bill for Mgr Marcom (29/9-5/12/19)	92.05

Chq/EFT	Date	Name	Description	Amount
DD37240.1	17/12/2019	Institute of Public Works Engineering Australasia	Membership for Mgr Infra 1/01-31/12/2020	323.78
DD37240.1	17/01/2020	CPA Australia	Membership Renewal 1 Jan - 31 Dec 2020 for Mgr Finance Svcs	770.00
DD37240.1	28/12/2019	Horizon Power	Power bill for Mgr Infra (29/11 - 27/12/19)	586.11
DD37240.1	20/01/2020	Sonic HealthPlus	Corporate Consult	126.50
DD37240.1	20/01/2020	Sonic HealthPlus	Corporate Consult	189.20
DD37240.1	25/11/2019	Water Corporation	Water Bill for Staff Housing subject to Debtors invoice request	523.50
DD37240.1	28/01/2020	Sonic HealthPlus	Corporate Consult	189.20
DD37240.1	2/01/2020	EG Fuelco	CEO Petrol for car	175.30
DD37240.1	6/01/2020	Coles	Gift for Coordinator Operations as per policy for staff leaving Council 06/01/2020	100.00
DD37240.1	6/01/2020	Caltex Star Mart Exmouth	Diesel fuel	80.12
DD37240.1	21/01/2020	Tokyo Station	Meal allowance Dir Corp Perth Mtgs	20.50
DD37240.1	21/01/2020	CBRE	Parking Dir Corp Perth Mtgs	12.00
DD37240.1	21/01/2020	City Heart Indian Restaurant	Meal allowance Dir Corp Perth Mtgs	45.00
DD37240.1	21/01/2020	City Heart Indian Restaurant	Meal Dir Corp Subject to debtors request	1.50
DD37240.1	22/01/2020	Coffee Club	Meal allowance Dir Corp Perth Mtgs	24.30
DD37240.1	22/01/2020	BP Express Ascot	Refuel hire car	11.20
DD37240.1	14/01/2020	Coles	Card for staff member	12.00
DD37240.1	14/01/2020	Coles	Gift card for staff member, Employee leaving Council in accordance with Council Policy CH03	200.00
DD37240.1	14/01/2020	Booking.com	Accommodation 1 night for Dir Com Exmouth 15/01/2020	104.50
DD37240.1	14/01/2020	DominosPizza	Function catering for staff member, Employee leaving Council in accordance with Council Policy CH03	147.10
DD37240.1	20/01/2020	Qantas	Airfare for Dir Corp Perth Conference/Mtgs 21-22/01/20	1,006.85
DD37240.1	21/01/2020	Pensione Hotel Perth	Accommodation and Parking 1 night 21/01/2020, Dir Corp	135.00
DD37240.1	10/01/2020	Acquia	Cloud storage includes FX Fee	286.34
DD37240.1	13/01/2020	SafetyCulture	Monthly software subscription	194.90
DD37240.1	15/01/2020	Passportal	Monthly software subscription includes FX Fee	137.41
DD37240.1	20/01/2020	Kayako	Monthly software subscription includes FX Fee	270.41
DD37240.1	24/01/2020	Kounta	Monthly software subscription	260.00
DD37240.1	16/01/2020	Ningaloo Cooking Studio	Meal Allowance site visit to Exmouth Discovery Centre	12.00
DD37240.1	16/01/2020	Nanutarra Roadhouse	Fuel for P2055 Site visit to Exmouth Discovery Centre	80.02
DD37240.1	17/01/2020	Froth Craft	Meal Allowance site visit to Exmouth Discovery Centre	32.00
DD37240.1	17/01/2020	Ningaloo Bakehouse	Meal Allowance site visit to Exmouth Discovery Centre	13.40
DD37240.1	17/01/2020	Blanche Bar	Town of Port Hedland visit	141.60
DD37240.1	15/01/2020	Mindbody	WRP Fitness programs	125.00
DD37240.1	21/01/2020	Mood Media	Music for Group Fitness KLP	66.00
DD37240.1	22/01/2020	Qantas	Change fee for flights for CEO attending meetings in Canberra 3-5 February 2020	74.33
DD37240.1	22/01/2020	Qantas	Flights for CEO attending meetings in Canberra 3-5 February 2020	556.02
DD37240.1	23/01/2020	Virgin Australia	Flights for CEO attending meetings in Perth 19 February 2020	728.00

Chq/EFT	Date	Name	Description	Amount
DD37240.1	23/01/2020	Virgin Australia	Credit card fee on flights for CEO attending meetings in Perth 19 February 2020	7.45
DD37240.1	23/01/2020	Virgin Australia	Credit card fee on flights for Mayor attending meetings in Perth 19 February 2020	5.82
DD37240.1	23/01/2020	Virgin Australia	Flights for Mayor attending meetings in Perth 19 February 2020	568.00
DD37240.1	24/01/2020	Qantas	Flights for Deputy Mayor attending meetings in Canberra 3-5 February 2020	631.15
				10,982.84

Payroll

25.02.2020	City of Karratha	Wages	630.24
05.03.2020	City of Karratha	Payroll: F/N Ending 04.03.2020	810,536.73
19.03.2020	City of Karratha	Payroll: F/N Ending 18.03.2020	809,545.05
			1,620,712.02

Total Payments: 31,316,555.72

10.3 EMERGENCY PROCUREMENT FOR TC DAMIEN RECOVERY

File No:	ES.32
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Manager Financial Services/CFO
Date of Report:	2 April 2020
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

To note emergency expenditure incurred to support recovery efforts post Tropical Cyclone Damien.

BACKGROUND

Tropical Cyclone Damien impacted towns and rural areas of the City of Karratha between 8 and 9 February 2020.

On 16 February 2020, Tropical Cyclone Damien was declared a natural disaster. The Minister for Emergency Services announced that Tropical Cyclone Damien had caused widespread damage to the region and financial assistance was available to aid with the cost of clean-up and repairs for the local government areas of East Pilbara, Karratha and Port Hedland under the Disaster Recovery Funding Arrangements (DRFA) Western Australia.

On 10 February 2020, Mayor Peter Long authorised unbudgeted expenditure from the municipal fund in accordance with section 6.8(1)(c) of the *Local Government Act 1995* for the purpose of undertaking urgent remediation works to damage caused by Tropical Cyclone Damien. Where expenditure has been authorised in accordance with this provision, a report is to be presented to the next ordinary meeting of Council outlining the detail associated with that expenditure.

With damage caused by excessive winds and flooding in some areas, critical to recovery efforts has been the need to clear streets, open spaces and residential property verges of debris, most notably green waste in order to address public safety. To facilitate these works, the City has required the assistance of a number of contractors (including internal preferred suppliers appointed under tender) to supplement City, State, Federal and private sector efforts. Contractors and suppliers have been engaged to assist with labour and plant hire associated with tree pruning, green waste verge collection and associated repair works, commensurate with typical rates afforded for like works.

In addition to green waste clean-up, major recovery costs are expected to be in the areas of:

- Rural roads;
- Sports lighting;
- Trees and landscaping;
- Signs;
- Street lighting;
- Buildings; and
- Playgrounds.

As recovery efforts may continue for several months, the final cost of the recovery is yet to be determined however, indicative expenditure for clean-up and damage repair required as part of the cyclone recovery effort is expected to be in the order \$10M. Full details of these estimations and costs expended thus far are provided in the Financial Implications section of this report. Total expenditure will be reported to Council when recovery efforts are complete.

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 Mayor to seek approval for unbudgeted expenditure for emergency provisions under the *Local Government Act 1995*.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

In accordance with Part 11(2)(a) of the *Local Government Functions and General Regulations 1996*, tenders do not have to be publicly invited if the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the *Local Government Act 1995* which enables expenditure to be authorised in advance by the Mayor in an emergency. Further, pursuant to section 6.8(2)(b), where expenditure has been incurred by a local government as above, it is to be reported to the next ordinary meeting of the Council.

POLICY IMPLICATIONS

Emergency Expenditure is in accordance with clause 3.11.3 of the CG12 Purchasing Policy.

FINANCIAL IMPLICATIONS

Repair of unsealed roads (as identified in table below) including base course, replacement of signage, flood way rock armour, gravel, contractors and wages/overheads has been assessed following receipt of quotations as \$1.4M (preliminary activation estimates were circa \$1m). The majority of these works cannot be undertaken in-house as it is expected to potentially take up to 6 months to complete due to contractor availability and demand on staff and machinery. The works include the following:

Road	Combined Segment Length	Impact	Contractor	Cost (Ex GST)
40 Mile Road	1124	Road reconstruction and repair. Flood sections to be repaired	Karratha Earthmoving & Sand Supplies	287,851
Harding River Dame Road / Woodbrook Road	1635	Road reconstruction and repair. Flood sections to be repaired	Karratha Earthmoving & Sand Supplies	125,203
Cleaverville Road	1192	Road reconstruction and repair. Flood sections to be repaired	Norwest Sand & Gravel Pty Ltd	102,149
Millars Road	275	Road reconstruction and repair. Flood sections to be repaired	Karratha Earthmoving & Sand Supplies Norwest Sand & Gravel Pty Ltd	72,402

Cossack Access Road	50	Road reconstruction and repair. Flood sections to be repaired	Karratha Earthmoving & Sand Supplies	123,254
Balla Ball Road	1951	Road reconstruction and repair. Flood sections to be repaired	AK Evans	246,641
Whim Creek / Croydon Road	2455	Road reconstruction and repair. Flood sections to be repaired	AK Evans	278,477
Roebourne / Wittenoom Road	4600	Road reconstruction and repair. Flood sections to be repaired	Norwest Sand & Gravel Pty Ltd	165,350
TOTAL				\$1,401,327

In addition to road repair estimations above, effective 2 April 2020, the City has engaged contractors and suppliers with the following expenditure attributed to recovery efforts:

No	Contractor	Value excluding GST
1	Access Infrastructure	\$3,800
2	Airport Lighting Specialists	\$1,385
3	Arrow Emergency Services	\$434
4	Artyzan	\$41,500
5	Asset Protect WA	\$650
6	Atom Supply	\$845
7	Ausolar	\$163,440
8	Barfield Landscaping	\$4,282
9	BB Landscaping	\$414
10	Bishops Transport	\$875
11	Bobford Service	\$55,720
12	Brooks Hire	\$8,181
13	BT Equipment	\$391
14	Burkeair	\$15,259
15	Complete Tyre Solutions	\$509
16	Comtec	\$9,261
17	D & M Waste Management	\$203,355
18	D & S Wells	\$15,262
19	Daimler Trucks Perth	\$4,897
20	Damel Cleaning Services	\$2,160
21	Dampier Plumbing & Gas	\$888
22	Designa Sabar	\$5,688
23	Dibsys Gardening Services	\$450
24	E & MJ Rosher	\$5,340
25	ELKA Projects and Maintenance	\$5,332
26	Farinosi & Sons	\$61
27	Freo Group Limited	\$524
28	Gelair Pty Ltd	\$3,240

29	Greensafe Pty Ltd	\$76,420
30	Handy Hands	\$100
31	Harvey Norman	\$335
32	Hitachi Construction Machinery	\$644
33	Home Hardware	\$7,050
34	J.Blackwood & Son	\$200
35	Jasko Airport Services	\$15,471
36	Karratha Cabinets	\$240
37	Karratha Central Apartments	\$4,180
38	Karratha Earthmoving & Sand	\$172,400
39	Karratha Glass Service	\$858
40	Karratha Machinery Hire	\$29,780
41	Karratha Painting	\$12,945
42	Karratha Panel & Paint	\$2,685
43	Karratha Timber & Building Supplies	\$2,712
44	Kennards Hire	\$3,708
45	Komatsu Australia	\$6,725
46	KW Civil	\$156,950
47	Leethall Constructions	\$81,300
48	Lifrite Hire & Sales	\$1,620
49	Lorent Nominees	\$11,390
50	M & M Masonry	\$39,866
51	Major Motors	\$441
52	Mandalay Technologies	\$2,126
53	Matic Transport	\$400
54	MKM Consulting Engineering	\$2,640
55	MM Electrical Merchandising	\$21
56	Norcape Tree & Contracting Service	\$68,250
57	North West Occupational Hygiene	\$2,225
58	North West Tree Services	\$195,856
59	Norwest Sand & Gravel	\$90,514
60	NW Communications	\$150
61	Oceanic Offshore	\$5,617
62	OTR Tyres	\$180
63	Oztopia	\$36,400
64	Pilbara Motor Group	\$2,236
65	Pilbara Traffic Management	\$2,475
66	Pilbara Windscreen Experts	\$14,778
67	Poinciana Nursery	\$20,905
68	Poolmart	\$382
69	Powerlift Industries	\$350,800

70	Profix Australia	\$20,481
71	Prompt Fencing	\$38,362
72	Reece	\$8,923
73	Richose	\$3,354
74	Shelf Cleaning Services	\$235
75	Shire of Wynham East Kimberley	\$273
76	Stihl Shop Redcliffe	\$1,235
77	StrataGreen	\$8,225
78	Tint a Car Karratha	\$485
79	TNT Express	\$640
80	Trasan Contracting	\$14,194
81	Treeswest Pty Ltd	\$61,200
82	Turf Guru Landscapes	\$10,480
83	Turf Whisperer	\$2,250
84	Westrac Equipment	\$4,126
85	Winc Australia	\$591
86	Woolworths	\$59
87	Wormald Australia	\$5,020
88	Zirco Data	\$1,423
	Total Value to Date	\$2,159,674

As a declared natural disaster it is envisaged that all expenditure that is incurred in clean-up and recovery can be claimed from the DRFA fund thus resulting in minimal impact on the City’s Budget. Additionally the City’s property insurance will respond to property related damage including streetscapes.

STRATEGIC IMPLICATIONS

There are no strategic implications.

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	It is expected that all costs for recovery will be claimed under the DRFA and insurance, resulting in minimal impact to Council
Service Interruption	Low	Some interruption has been caused as part of the CBD and towns clean-up efforts.
Environment	N/A	Nil
Reputation	Low	Public comments have been generally very positive due to the City’s immediate response to clean up green waste and attend to damage caused by Tropical Cyclone Damien.
Compliance	Low	Where expenditure has been authorised in an emergency under section 6.8 of the <i>Local Government Act 1995</i> , it is required to be reported to the next ordinary meeting of the Council.

IMPACT ON CAPACITY

The significance of damage caused by Tropical Cyclone Damien to property and public infrastructure has impacted on the capacity of City staff to continue with day to day operations.

RELEVANT PRECEDENTS

The City has experienced previous natural disasters, the most recent being Tropical Cyclone Veronica in 2019.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

CONCLUSION

The City is responsible for recovery efforts across its towns in the aftermath of Tropical Cyclone Damien.

The Mayor has authorised emergency expenditure to enable contractors to be engaged to assist in recovery. As a declared DRFA event, it is anticipated that the City will be able to claim all costs associated with recovery that are not covered by insurance.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 6.8(2) of the *Local Government Act 1995* RESOLVES to NOTE unbudgeted emergency expenditure incurred in the recovery efforts associated with the aftermath of Tropical Cyclone Damien.

10.4 DRAFT 2020/21 DIFFERENTIAL RATES MODEL

File No: RV.10
Responsible Executive Officer: Director Corporate Services
Reporting Author: Management Accountant
Date of Report: 27 March 2020
Applicant/Proponent: Nil
Disclosure of Interest: Nil
Attachment(s): Objects and Reasons for Differential Rates

PURPOSE

For Council to consider the following for the purpose of advertising and seeking public submissions on the draft differential rates model for the 2020/21 financial year:

- rates in the dollar and minimum rates for each differential rating category; and
- objects and reasons for differential rates.

BACKGROUND

At a Special Council Meeting held on Monday 30 March 2020 Council considered a range of initiatives to support local businesses and individuals in need due to the impact of the COVID-19 pandemic. This included a commitment to not increasing rates for the 2020/21 financial year.

In 2019/20 rate revenue was derived from the following categories:

- Residential properties 46%
- Commercial properties 8%
- Industrial properties 11%
- Transient Workforce Accommodation 13%
- Strategic Industry UV 16%
- Other categories 6%

Current differential rates are detailed in Table 1 below:

Table 1

Rate Type	Rate Category	Rate in \$	Minimum Payment
GRV	Residential	0.117479	\$1,549
GRV	Commercial / Industrial	0.100770	\$1,549
GRV	Airport / Strategic Industry	0.156459	\$1,549
GRV	Transient Workforce Accommodation/ Workforce Accommodation	0.387044	\$1,549
UV	Pastoral	0.103638	\$325
UV	Mining/Other	0.139142	\$325
UV	Strategic Industry	0.184880	\$325

Based on current rating information, the proposed differential rates model would raise \$42.18 million in rates in the 2020/21 financial year.

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 between Councillors and the Executive Management Team via briefing sessions.

COMMUNITY CONSULTATION

The proposed differential rates together with the objects and reasons for each rate must be advertised for a minimum period of 21 days, no earlier than 1 May 2020.

This period of advertising allows ratepayers to consider the proposed rates and make any submissions for Council’s consideration prior to resolving the final differential rates as part of the budget approval process. The advertising process does not prevent Council from amending the rate model at Budget adoption.

STATUTORY IMPLICATIONS

In addition to giving public notice and inviting submissions regarding the proposed differential rates, s6.33 of the *Local Government Act 1995* provides that a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential rate. Based on the proposed differential rates model, the Transient Workforce Accommodation / Workforce Accommodation differential rate will require Ministerial approval.

The proposed rates model would result in a no change in relativities between the TWAWA differential rate and either the lowest differential rate and the Residential rate, when compared to the 2019/20 rates as highlighted in Table 2 below:

Table 2

TWAWA Differential Rate	2019/20	2020/21
Relativity to Lowest rate-in-the-\$	3.84x	3.84x
Relativity to Residential rate-in-the-\$	3.29x	3.29x

POLICY IMPLICATIONS

In accordance with the Department of Local Government Rating Policy – Differential Rates, Council must demonstrate that consideration has been given to the key values of Objectivity, Fairness and Equity, Consistency, Transparency and Administrative Efficiency.

The following indicates how these values are satisfied by the proposed differential rates:

Objectivity:

- The land on which differential general rates is proposed has been rated according to Zoning and Land Use. No land is proposed for differential general rates based on being vacant land.
- There has been no change to the boundaries of the District in the past five years.
- One differential general rate has been proposed which is more than twice the lowest differential – being the Transient Workforce Accommodation/Workforce Accommodation differential rating category.

Fairness and Equity:

- The objects of imposing differential rates and reasons for each rate are set out in the attached document that will be publically available from 1 May 2020.
- These objects and reasons clearly explain why each differential general rate is proposed to be imposed.
- The objects and reasons clearly explain why it is proposed to set the differential general rate at that particular rate.
- As there are fewer than 30 ratepayers in each of the Airport/GRV Strategic Industry and Transient Workforce Accommodation/Workforce Accommodation differential rating categories, each of these ratepayers will be individually informed in writing of the Department's Rating Policy, Council's Objects and Reasons, the differential general rate proposed that will apply to the ratepayer's property and the previous year's differential general rate for comparison. The closing date for submissions on the proposal will be at least 21 days after this information is provided.
- All submissions from ratepayers will be presented to Council for consideration at a later meeting and the minutes of this meeting, including the responses to ratepayer submissions, will be provided to the Department and the Minister.

Consistency:

- All properties with the same land use characteristics have been rated in the same way, with the exception of vacant land which has been rated based on zoning.
- The proposed differential rates align with the principles of the rating strategy in the Corporate Business Plan and Long Term Financial Plan, however they differ in application given the 2.1% increase forecast for 2020/21 in the proposed Long Term Financial Plan.
- Average rates per property across similar differential rating categories remain comparable with several similar local governments. With the exception of the Shire of Ashburton, those local governments benchmarked that have a lower average rate per residential ratepayer generally place a higher burden on commercial and/or industrial properties and have fewer non-resident property owners. These comparisons are detailed in Table 3 below:

Table 3

Local Government	Average Rate per Residential Property (2019/20 Budget)	Average Rate per Commercial Property (2019/20 Budget)	Average Rate per Industrial Property (2019/20 Budget)
City of Karratha	\$2,256	\$6,546	\$7,586
Town of Port Hedland	\$2,056	\$7,455	\$7,455
Shire of Broome	\$2,541	\$10,371	\$10,371
Shire of Ashburton	\$1,798	\$4,886	\$4,886
City of Greater Geraldton	\$1,828	\$7,609	\$7,609
Town of Victoria Park	\$1,722	\$9,833	\$9,833

Transparency and Administrative Efficiency:

- A document has been prepared clearly describing the object of and reason for each differential general rate. This will be made publically available from 1 May 2020.
- Public notice will be exhibited on a notice board at Council's offices and at each library (where possible) within the district from 1 May 2020. This public notice will also be published in state wide and local newspapers from 1 May 2020.
- The public notice will detail each differential general rate to be imposed, advise ratepayers where to obtain a copy of the objects and reasons, invite submissions from ratepayers on the proposed differential general rates and advise the closing date for submissions of 22 May 2020.

- After the closing date for submissions, each submission received will be presented to Council for consideration prior to resolving to make application to the Minister for approval of the proposed differential general rates.

FINANCIAL IMPLICATIONS

Table 4 provides a comparison of the proposed rates yield compared to 2019/20:

Table 4

Rate Type	Differential Rates Categories	2019/20 Rate Yield (Full Year Valuations) \$	2019/20 Rate Yield (Full Year Valuations) %	Proposed Rate Yield \$	Proposed Rate Yield %	Increase / Decrease %
GRV	Residential	19,167,766	45.5%	19,163,388	45.4%	(0.02%)
GRV	Commercial / Industrial	7,723,588	18.3%	7,745,916	18.4%	0.72%
GRV	Airport / Strategic Industry	2,043,569	4.9%	2,043,569	4.9%	0.00%
GRV	Transient Workforce Accommodation/ Workforce Accommodation	5,330,447	12.6%	5,330,447	12.6%	0.00%
UV	Pastoral	187,186	0.4%	187,186	0.4%	0.00%
UV	Mining/Other	944,980	2.2%	942,096	2.2%	(0.31%)
UV	Strategic Industry	6,766,169	16.1%	6,766,819	16.1%	0.01%
	TOTAL	42,163,705	100.00%	42,179,421	100.00%	0.40%

Table 5 provides a comparison of the proposed average rates per property compared to 2019/20:

Table 5

Rate Type	Differential Rates Categories	2019/20 Average Rate per Property (Full Year Valuations)	Proposed Average Rate per Property	\$ Increase / Decrease	% Increase / Decrease
GRV	Residential	2,254	2,254	0	0%
GRV	Commercial / Industrial	6,969	6,978	9	0%
GRV	Airport / Strategic Industry	72,985	72,985	0	0%
GRV	Transient Workforce Accommodation/ Workforce Accommodation	231,759	231,759	0	0%
UV	Pastoral	18,719	18,719	0	0%
UV	Mining/Other	2,256	2,276	20	0%
UV	Strategic Industry	153,777	153,791	14	0%
	TOTAL	4,160	4,164	4	0%

Leaving the current rate in the dollar unchanged will mean no increases for virtually all ratepayers. There are small differences in category yields and property averages owing to changes in the number of property and/or valuations during the year.

If Council was to consider a reduction in rates for the 2020/21 financial year of say 10%, the impact on rates revenue would be approximately \$4.2M. This would be in addition to the \$8M income currently anticipated to be lost as a consequence of COVID-19. In order to return annual rates yield to the level forecast in the Long Term Financial Plan, an increase of 15-16% would be required in 2021/22. Given the impact on revenues and the fact that in excess of \$2M of the rate reduction would benefit just 14 ratepayers, while the average residential ratepayer would receive a reduction of \$225, officers are not recommending a reduction.

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.3.1 Property Rating Services

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	High	Failure to obtain Ministerial approval for the proposed differential rates model may result in an increase in the rates required from other properties or a significant shortfall in rates revenue.
Service Interruption	Moderate	Any budget shortfall or delays in adoption of the rates and annual budget has the potential to impact operations and services.
Environment	N/A	Nil
Reputation	High	Failure to obtain Ministerial approval for the proposed differential rates model may require Council to increase rates on other differential rating categories to make up any shortfall which would not be well received by other ratepayers.
Compliance	High	Council will be in breach of the <i>Local Government Act 1995</i> if it adopts any differential rates higher than 2x the lowest rate without having followed the prescribed process, including public consultation and Ministerial approval.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Based on the City's rating strategy, annually the City applies for Ministerial Approval in order to impose differential rating for all Gross Rental Value properties and Unimproved Value properties.

For each financial year from 2012/13 to 2014/15, the City adopted a differential rates model that incorporated a combined Commercial/Industrial differential rating category.

For the 2015/16 financial year the City was required to modify the application, to reduce the differential rate levied on properties in the Transient Workforce Accommodation/Workforce Accommodation differential rating category from \$0.232179 to \$0.216481 in order to obtain Ministerial Approval.

For the 2016/17 financial year the City was required to provide a concession to a number of properties in the Transient Workforce Accommodation/Workforce Accommodation differential rating category to limit the increase in rates payable to 20%. These concessions were partially offset by Ministerial Approval being granted for the higher rate in the dollar of \$0.321484 rather than the initially proposed rate of \$0.293013.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 6.36 of the *Local Government Act 1995* RESOLVES to ADVERTISE and INVITE submissions regarding differential rates in 2020/21 which reflect a 10% decrease in the 2019/20 rates.

CONCLUSION

The differential rates model proposed for public advertising responds to the changed economic conditions being experienced across the district. The proposed rates in the dollar represents no increase in accordance with Council resolution 154550.

OFFICER’S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 6.36 of the *Local Government Act 1995* RESOLVES to:

1. ENDORSE the proposed Objects and Reasons for Differential Rates; and
2. ADVERTISE and INVITE submissions regarding the following proposed differential rates in 2020/21 which reflect no increase in the 2019/20 rates:

GRV/UV	Differential Rates Categories	Proposed Rate in \$	Minimum Rate
GRV	Residential	0.117479	\$1,549
GRV	Commercial / Industrial	0.100770	\$1,549
GRV	Airport / Strategic Industry	0.156459	\$1,549
GRV	Transient Workforce Accommodation / Workforce Accommodation	0.387044	\$1,549
UV	Pastoral	0.103638	\$325
UV	Mining/Other	0.139142	\$325
UV	Strategic Industry	0.179525	\$325

10.5 PURCHASING POLICY

File No:	CM.157
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Manager Governance & Organisational Strategy
Date of Report:	3 April 2020
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	CG-12 Purchasing Policy

PURPOSE

For Council to consider amendments to Council’s *CG-12 Purchasing Policy* regarding procurement practices during an emergency, including natural disasters, public health emergencies or a state of emergency in addition to recent legislative changes.

BACKGROUND

As a consequence of recent natural disasters (Tropical Cyclone Damien) and the current public health emergency and declared state of emergency in relation to the COVID-19 pandemic, limitations have been identified with the City’s current Purchasing Policy. Whilst recently gazetted amendments to the *Local Government (Functions and General) Regulations 1996* (effective from 10 April 2020) address some of these issues, Council has the capacity to make changes to those aspects of its policy not covered by legislation.

This policy is not due for a scheduled review until May 2021, however the following amendments are considered necessary in order to respond to legislative changes and to facilitate recovery from any emergency, including natural disasters and public health emergencies.

Current Policy	Proposed Amendments	Rationale
3.4 Waiving Quotations and Tenders	Reference to unbudgeted expenditure included in provision for waiving quotations and tenders in emergency situations.	Clarification of circumstances for waiving of tenders and quotations.
	Introduce new provision for purchasing from local suppliers during a public health emergency or state of emergency (quotations only).	Supports local procurement to stimulate the local economy by waiving requirement to obtain three quotes if the local market does not have three providers.
3.11.3 Emergency Expenditure	Remove restriction to expenditure related to threats to life, property and equipment.	Allows inclusion of expenditure on recovery works within 6 months of an emergency
General	Amended tender threshold from \$150,000 to \$250,000 throughout the Policy.	Tender threshold amended by legislation to \$250,000 as of 10 April 2020.
3.4 Waiving Quotations and Tenders	Removed reference to Small Business Development Corporation and included Australian Indigenous Minority Supplier Office Limited.	Amendment aligns with legislative changes as of 10 April 2020.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

The Executive Management Team was consulted in relation to the proposed changes to the policy.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Regulation 11A of the *Local Government (Functions and General) Regulations 1996* requires local governments to have a purchasing policy.

Section 6.8(1)(c) of the *Local Government Act 1995* requires any unbudgeted expenditure in an emergency is to be authorised by the Mayor in advance.

POLICY IMPLICATIONS

The review impacts CG-12 Purchasing Policy only.

FINANCIAL IMPLICATIONS

Expenditure associated with TC Damien is estimated to be up to \$10M.

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.e.1.2	Corporate Governance
Projects/Actions:	4.e.1.2.2	Review and maintain a contemporary set of Council Policies

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	Minimises delay in acquiring goods/services for the purposes of emergency recovery, however value for money considerations will need to be maintained to ensure cost is not adversely impacted.
Service Interruption	Low	A more flexible approach to procurement will aid the timeliness of recovery efforts.
Environment	N/A	Nil
Reputation	Low	Increasing efforts to stimulate the economy in a public health emergency and expediting recovery works after a natural disaster will enhance the reputation of the City.
Compliance	Moderate	Update of policy will ensure that City practices are consistent with procurement under emergency constraints.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

The Purchasing Policy is reviewed every two years or more frequently if necessitated.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Regulation 11A of the *Local Government (Functions and General) Regulations 1996* RESOLVES to APPROVE *CG-12 Purchasing Policy* as proposed, subject to the following:

- a) _____
- b) _____

Option 3

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

CONCLUSION

The proposed amendments to *CG-12 Purchasing Policy* aim to streamline purchasing practices associated with legislative changes, emergency recovery works and also to stimulate the local economy in the event of a declared public health emergency or state of emergency.

OFFICER’S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Regulation 11A of the *Local Government (Functions and General) Regulations 1996* APPROVE the amendment to Council’s *CG -12 Purchasing Policy* as attached to this report.

10.6 LOCAL GOVERNMENT HOUSE TRUST – DEED OF VARIATION

File No:	LS.3
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Manager Governance & Organisational Strategy
Date of Report:	2 April 2020
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Deed of Variation

PURPOSE

For Council to consider a request from WALGA to vary the Trust Deed for the Local Government House Trust to assist the Trust in gaining income tax exempt status.

BACKGROUND

The Local Government House Trust (“The Trust”) exists primarily to provide building accommodation for the Western Australian Local Government Association (WALGA). Since January 2014, the Trust has provided WALGA with accommodation at 170 Railway Parade, West Leederville.

The current Trust Deed commenced in 1993 and was amended in 2002 to reflect the merger of the metropolitan and country associations into WALGA. The Trust has a vesting date 79 years from commencement - which means that the Trust ends in 2072.

The Trust is exempt from income tax on the basis of being a State/Territory Body (STB) pursuant to Division 1AB of the *Income Tax Assessment Act 1936*.

The City is a unit holder and beneficiary of the Trust holding seven units of 620 units held by WA local governments.

WALGA has written to each member local government seeking consent to vary the Trust Deed in order to assist the Trust’s income tax exempt status. As stipulated by the Deed, the Trust requires consent of at least 75 per cent of all beneficiaries in order to execute this variation.

Trust Deed amendments set out in the Deed of Variation are based on legal advice and are intended to assist the Trust’s income tax exempt status by strengthening the position that the Trust is a STB. WALGA’s legal advice identified that the Trustee’s ability to retire and appoint a new Trustee might affect the Trust’s classification as a STB. Although based on highly technical grounds, this view presents a risk nonetheless.

The Deed of Variation aims to strengthen the position that the Trust is a STB through the following amendments:

1. removing the existing Trustee’s entitlement to retire and appoint a new Trustee (variations 2.1 and 2.2 of the Deed of Variation)

2. enabling the beneficiaries to appoint and remove a Trustee (variation 2.2 of the Deed of Variation); and
3. delegating all powers and discretions to the Board of Management as the ‘governing body’ of the Trust (variation 2.3 of the Deed of Variation).

The three proposed amendments when applied to the Trust Deed will read as follows (proposed amendments shown in **bold** text):

1. Variation 2.1 amends clause 22.1:

22.1 Any Trustee of the Trust may retire as Trustee of the Trust. **The Subject to clause 22.3, the** right to appoint any new or additional trustee or trustees of the Trust is hereby vested in the retiring or continuing trustee. A corporation or incorporated association may be appointed as Trustee of the Trust.

2. Variation 2.2 inserts two new clauses:

22.3 The retiring or continuing trustee shall only be entitled to appoint any new or additional trustee of the Trust with the consent of not less than 75% of the Beneficiaries.

22.4 The Beneficiaries may at any time by Special Resolution:

- (a) remove a Trustee from the office as Trustee of the Trust; and
- (b) appoint such new or additional Trustee.

3. Variation 2.3 inserts a new clause 13A

13A Delegation to the Board of Management

Unless the Beneficiaries otherwise direct (such direction to be given by not less than 75% of the Beneficiaries), the Trustees shall delegate all of the powers authorities and discretions contained in subclauses (a) to (x) of clause 12 to the Board of Management. The Trustees shall, at the direction of the Board of Management, do such things as may be necessary to give effect to the exercise of a power, authority or discretion by the Board of Management.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

There are no statutory implications.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The City’s seven units in the Trust have a value of approximately \$130,000 and the proposed changes will ensure continuity of the income tax exempt status of the Trust.

STRATEGIC IMPLICATIONS

There are no strategic implications.

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	This is a City investment in a long term asset and to minimise tax outgoings, it is appropriate to support amendments to the Trust Deed.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	N/A	Nil

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

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 DEFER consideration of this matter pending further clarification from WALGA on the proposed amendments to the Trust Deed.

CONCLUSION

It is in the City's interest to preserve and build on the value of the investment in the Trust Deed by adopting changes to its provisions to ensure continuity of the Trust income tax exempt status.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to CONSENT to the attached Local Government House Trust Deed of Variation as requested by WALGA.

11 COMMUNITY SERVICES

11.1 SAFER COMMUNITIES PARTNERSHIP STEERING GROUP TERMS OF REFERENCE

File No:	CS.90
Responsible Executive Officer:	Director Community Services
Reporting Author:	Liveable Communities Coordinator
Date of Report:	26 March 2020
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Draft Safer Communities Partnership Steering Group Terms of Reference (including Track Changes version)

PURPOSE

For Council to consider the revised Safer Communities Partnership Steering Group Terms of Reference (ToR).

BACKGROUND

The Safer Communities Partnership (SCP) is a joint partnership with representatives from the City of Karratha, WA Police, State Government and industry working collaboratively to develop and implement community safety initiatives. The Partnership has been in place for 10 years.

The SCP framework was reviewed in 2019 with a new strategic plan developed and endorsed by the SCP in April 2019. The target areas identified in that plan are:

- crime and anti-social behaviour;
- road safety;
- graffiti;
- litter; and
- alcohol and drugs.

Goals and objectives outlined in the *Safer Communities Partnership 2019-2022* plan are:

Goal 1: Safe and well-maintained public spaces

To create built and natural environments that are safe, attractive, well maintained and utilised by the community:

- Facilitate/support programs and initiatives promoting clean, attractive towns with well utilised facilities; and
- Improve access and safety at key locations to encourage community activity.

Goal 2: Partnering for a safer community

To strengthen existing and establish new partnerships which enable collaborative and effective approaches for addressing community safety:

- Identify and support new and existing partnerships that promote positive community outcomes.

Goal 3: Engaging with our Community

To address perceptions of community safety through communication, education and promotion:

- Engage with community and stakeholders to provide regular, educational community safety information; and
- Identify multiple modes of communication to effectively engage with the community.

Goal 4: Community Action, Connection and Involvement

To engage and collaborate with the community to implement effective programs to prevent crime and enhance community safety:

- Increase community awareness and participation in crime prevention and community safety initiatives; and
- Identify forums for the community to act and build community connection.

The SCP operates within the Safer Communities Partnership Steering Group ToR, which outlines the scope, objectives, membership and management parameters. The ToR were last reviewed in 2015.

In March 2020 the Safer Communities Partnership Steering Group reviewed the ToR. The proposed changes to the ToR are:

Section	Proposed Amendment	Rationale
3	Inclusion of the goals and objectives from the <i>Safer Communities Partnership 2019-2022</i> plan as listed above.	<ul style="list-style-type: none"> • To ensure initiatives and meeting agendas are aligned to the stated goals and objectives. • Easily referenced if included in the ToR.
6	<ul style="list-style-type: none"> • Membership Group updated: • Removal of Manager Community Programs – too many Officers represented. Director and Coordinator adequate. • Addition of NAC Chairperson. 	<ul style="list-style-type: none"> • Reflects the current attendance and preferred representation to deliver outcomes based on the goals and objectives. • Deliver better engagement with Indigenous Community through closer partnering with Aboriginal Corporations and groups.
6	Appointment of working group by invitation from Chairperson (previously Coordinator Liveability).	Appointment is conducted via Agenda Item of meeting and subject to consensus vote of Members. Chairperson manages meeting therefore this reflects the responsibility of that position.
7	Meeting frequency changed from monthly (12 per year) to bi-monthly (six per year).	Members agreed (10 March meeting) bi-monthly would be satisfactory and more manageable.
8	Quorum increased from three members to a minimum of four stakeholder representatives.	Changed to reflect that previous ToR allowed for three City Officers to represent the quorum. Update ensures there are stakeholder representatives.
10	Quarterly Report is proposed to be replaced with Meeting Minutes.	Quarterly Report is a duplication of Meeting Minutes. This allows for a more timely reporting process and reduced duplication of information.
11	Simple Majority Vote (Delegation) has been update to reflect to powers provided for.	Update of ToR to reflect correct wording of the intent which is that the Steering Group has no delegations, they can make recommendations only.

All changes to the ToR can be seen in the attachment.

A range of formatting updates have also been added to the Terms of Reference to ensure consistency with current templates and presentation of information. These are not itemised.

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 Council’s ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place with Safer Communities Partnership Steering Group members, including Council and Officers representatives.

COMMUNITY CONSULTATION

A draft copy of the revised Terms of Reference was provided to all Partnership members for discussion and feedback at the November SCP meeting and subsequently supported by members at the March 2020 SCP meeting.

STATUTORY IMPLICATIONS

There are no statutory implications.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications. Actions and initiatives developed through the Safer Communities Partnership Steering Group and outlined in the operational plan will be considered in the annual budget process.

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.3.1	Safer Communities Partnership
Projects/Actions:	1.b.3.1.1	Develop and implement the City’s Safer Communities 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	N/A	Nil
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Moderate	Community safety is a key community priority, which is highlighted annually in the community satisfaction survey.
Compliance	N/A	Endorsement of the Terms of Reference provides compliance in relation to this.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council has a number of consultative committees and representative groups which operate under a Terms of Reference. Terms of Reference are regularly reviewed to ensure alignment with Council's objectives and that of the respective group.

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 ENDORSE the Safer Communities Partnership Steering Group Terms of Reference with the following amendments:

1. _____
2. _____

Option 3

That Council by Simple Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT ENDORSE the Safer Communities Partnership Steering Group Terms of Reference at this time.

CONCLUSION

Officers have reviewed the Safer Communities Partnership Steering Group Terms of Reference. The purpose of this review was to ensure the Terms of Reference appropriately reflected the current goals, objectives and active membership of the Partnership. The inclusion of the stated goals and objectives from the current *Safer Communities Partnership 2019-2022* plan, and an update of formatting and member representatives are the only material changes to the Terms of Reference. These have been reviewed and supported by the Membership.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ENDORSE the Safer Communities Partnership Steering Group Terms of Reference as attached to this report.

12 DEVELOPMENT SERVICES

12.1 PROPOSED SCHEME AMENDMENT NO.51 – FINAL APPROVAL CONSIDERATION

File No:	AMD51
Responsible Executive Officer:	Director Development Services
Reporting Author:	Planner/Compliance Officer
Date of Report:	1 April 2020
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	<ol style="list-style-type: none"> 1. Location Plan 2. Map - Proposed Scheme Amendment 51

PURPOSE

For Council to consider whether to support Scheme Amendment (No.51) that proposes to rezone Lot 2898 Dampier Road, Baynton (Former Nickol Bay Hospital site) from 'Local Scheme Reserve: Public Purposes – Health' to 'Urban Development'.

BACKGROUND

Council resolved to initiate Scheme Amendment No.51 at the April 2019 Ordinary Council Meeting (Resolution 154325). The subject site, being Lot 2898 Dampier Road, Baynton (Reserve 37084) contained the former Nickol Bay Hospital, which has since been demolished. This 14ha lot is under a Management Order to the Nickol Bay Hospital Board for the purpose of 'Hospital and Allied Purposes'. The site is located in close proximity to established suburbs and existing services and infrastructure, so is therefore ideally situated to provide an option for future housing supply.

While the site is currently a 'Hospital and Allied Purposes' reserve, the WA Country Health Service has rehabilitated the site so the Management Order can be lifted and transferred to the Department of Planning, Lands and Heritage for disposal.

Since Council's resolution in April 2019, the following steps have occurred:

- The draft version of the Scheme Amendment documentation was prepared in-house. Officers conducted a feasibility study over the site including its potential for an estimated yield of 100 dwellings, potential for aged care, parks and supporting infrastructure such as roads and footpaths;
- The Scheme Amendment documentation was referred to the Environmental Protection Authority (EPA). The EPA has advised that no formal assessment is required; and
- Public advertisement to the community and relevant agencies, which closed on 4 March 2020 (outcome of public advertising is detailed under community consultation).

Rezoning the site Urban Development would make this land available for future residential development, which would increase the potential supply for housing in close proximity to the city centre, schools, and open space areas that are accessible via existing pedestrian and cycle paths.

This report now seeks Council's resolution to support the Scheme Amendment for the Minister's final approval.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

Consultation was undertaken in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*. The proposed Scheme Amendment was advertised for a period of 42 days. No public submissions were received. Relevant agencies and authorities were notified. Seven [7] submissions were received as outlined below:

Submitter	Submitter's Comments	Officers Response
Heritage Council WA	No objection. There are no State Heritage Places within the proposed amendment area.	Noted.
Water Corporation	No objection. However, the requirement to prepare a structure plan over the site prior to subdivision and development will provide a further opportunity to revise water and wastewater planning to address the proposed land uses and dwelling yields.	Noted. Services such as reticulated water, sewer, power and telecommunications previously serviced the Nickol Bay Hospital. Connection points for all of these services would therefore be available for this site, although it is recognised that connection requirements would be different.
Department of Fire and Emergency Services	City to apply State Planning Policy 3.7 – Planning in Bushfire Prone Areas.	Noted. SPP 3.7 has been addressed in the Scheme Amendment documentation. Amendment 51 states that a Bushfire Management Plan would be prepared as part of a Structure Plan for the site following Ministerial approval of Amendment 51.
Department of Water and Environmental Regulation	No objection. The site is not a known or suspected contaminated site. The site is considered suitable for Urban Development use.	Noted.
Department of Health	No objection.	Noted.
Department of Jobs, Tourism, Science and Innovation	No objection. The Department recommends that the required Structure Plan does not overlook the subject site's tourism development potential.	Noted. Development on land zoned Urban Development is to be consistent with an approved Structure Plan. Any tourism potential from this site would be considered as part of preparing the Structure Plan.
Department of Mines, Industry Regulation and Safety	No objection. The rezoning raises no significant access concerns with respect to mineral and petroleum resources, geothermal energy, and basic raw materials.	Noted.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council has in recent times adopted a Scheme Amendment to rezone a Local Scheme Reserve to 'Urban Development' (e.g. Amendment 43 – old Karratha High School site).

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Part 5 of the *Planning and Development Act 2005* RESOLVES to NOT SUPPORT Standard Scheme Amendment No.51 to the City of Karratha Local Planning Scheme No.8 because Council considers that Lot 2898 Dampier Road, Baynton should remain a Public Purpose Local Scheme Reserve.

CONCLUSION

Scheme Amendment No.51 which proposes the rezoning of Lot 2898 Dampier Road, Baynton from 'Local Scheme Reserve: Public Purpose – Health' to 'Urban Development' is consistent with the City of Karratha Local Planning Strategy, which identifies the site being suitable for future urban use. Rezoning the site Urban Development would make this land available for future residential development, which is considered desirable given the current need to increase local housing supply.

No objections were raised to the proposed Scheme Amendment during public advertising. It is recommended that Amendment No.51 be supported without modification and forwarded to the WAPC for final approval by the Minister.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Clause 50(3) of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to SUPPORT Standard Scheme Amendment No.51 to the City of Karratha Local Planning Scheme No.8 without modifications.

12.2 DEVELOPMENT APPLICATION – PROPOSED WORKFORCE ACCOMMODATION - LOT 525 MADIGAN ROAD, GAP RIDGE

File No:	DA20052
Responsible Executive Officer:	Director Development Services
Reporting Author:	Principal Planner
Date of Report:	1 April 2020
Applicant/Proponent:	Rowe Group
Disclosure of Interest:	Nil
Attachment(s)	Site, Elevation and Floor Plans

PURPOSE

For Council to consider Development Application DA20052 for a proposed temporary kitchen and dining facility for approved workforce accommodation at Lot 525 Madigan Road, Gap Ridge.

BACKGROUND

The land subject of this application is situated within Lot 525 (No.72) Madigan Road, Gap Ridge (see Attachment 1).

Previous Approvals and Considerations

At the August 2019 Ordinary Council Meeting (OCM), Council resolved (Resolution No: 154414) to raise no objection in-principle to the grant of a lease to Bechtel over Lot 525 for the purpose of workforce accommodation.

At the December 2019 OCM, Council resolved (Resolution No: 154490) to support a development application (DA19221) for a 2,500 person workforce accommodation facility on Lot 525 subject to conditions. The Joint Development Assessment Panel (JDAP) approved that development application on 13 December 2019.

The Proposed Development

On 26 March 2020, Rowe Group on behalf of Bechtel Pty Ltd, lodged development application DA20052 for a proposed temporary kitchen/dining facility for the development approved by JDAP. The proposed temporary kitchen/dining would be able to cater for a maximum of 180 persons at any one time. The application states an intention to only operate the proposed temporary kitchen/dining building between August and December 2020.

The applicant has stated that the purpose of the temporary kitchen/dining building is to enable the first stage of the approved workforce accommodation development to be occupied while construction of the main in situ kitchen/dining building is being completed. Further to this, the workers building the overall workforce accommodation development will initially be housed in current workforce accommodation in Karratha where they will receive their meals. Once the first 196 rooms are ready for occupation and an occupancy permit is received, the workers will transition into the workforce accommodation on site and the temporary kitchen/diner will be used while the main facility is being built. Under Condition 7 of the JDAP approval this arrangement is considered acceptable. It is important to note that the Social Impact Management Plan that was required to be revised and approved by the City as part of the conditions of the earlier JDAP approval will apply to this arrangement for

accommodating these workers, therefore community benefit will still be gained. It is noted that the SIMP is yet to be finalised and approved by the City, allowing City Officers the ability to ensure this is clear within the SIMP document prior to its approval.

A group of proposed temporary buildings to support construction of the approved workforce accommodation development is included in the plans that accompany the application. These buildings include: site offices, contractor offices, lunchrooms, toilets and amenities for the contractor's staff and workers. These buildings are required for the construction phased only (anticipated to be completed by August 2021). These buildings are exempt from the requirement to obtain development approval because they are only required for construction of the already approved workforce accommodation development. Therefore, it is only the temporary kitchen/dining building that requires development approval.

Services for all of these temporary buildings are proposed to be temporary in nature, with power provided via a generator and sewerage held in a holding tank and trucked off site to be disposed at a licensed facility.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between Planning, Building, Environmental Health and Technical Services.

COMMUNITY CONSULTATION

As this application represents a minor variation to the workforce accommodation development already approved, no community consultation is required.

STATUTORY IMPLICATIONS

The assessment of the Development Application for the overall 2,500 bed workforce accommodation development, included an assessment against the *Planning and Development (Local Planning Schemes) Regulations 2015* and other relevant legislation. It is therefore not considered necessary to undertake a similar assessment for this incidental and temporary development. The proposed location of the temporary kitchen/dining building is considered appropriate.

The only additional considerations under the planning framework that applies specifically to the proposed temporary kitchen/dining building is the need for a time-limited approval period. A time-limited approval period can be imposed under the *Planning and Development (Local Planning Schemes) Regulations 2015*. In this case, it is recommended that a condition imposing a time-limit of six months from the date of occupation of Stage 1 of the accommodation be included on any approval to ensure the building remains temporary and is removed from site at the end of that period. Bechtel's Project Superintendent has advised that such a condition would be acceptable.

It is also recommended that a condition be imposed limiting use of the temporary kitchen/dining building to occupants of the approved workforce accommodation facility only.

In accordance with the Building Regulations 2012, Regulation 41(4), the temporary buildings required for construction purposes only must be removed once construction is completed. The applicant has stated, construction of the overall 2500 bed facility is anticipated as being August 2021.

Road, Gap Ridge because Council does not consider it appropriate to approve temporary kitchen and dining facilities for this development.

CONCLUSION

The proposed temporary kitchen/dining facility would allow up to 180 occupants of Stage 1 of the approved 2,500 bed workforce accommodation facility to dine on site while the larger in situ kitchen/dining building is being constructed. As this proposal is only incidental to the approved workforce accommodation development on the site, there is no need for further assessment against that planning framework, other than the imposition of a 6 month time-limited approval.

To avoid inappropriate use of the temporary kitchen/dining building, it is recommended that a condition be imposed limiting use to occupants of the approved workforce accommodation facility only.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Clause 68 of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, and the provisions of the City of Karratha Local Planning Scheme No.8 RESOLVES to APPROVE Development Application DA20052 for a temporary kitchen/dining facility at Lot 525 Madigan Road, Gap Ridge subject to the following conditions:

- 1. The approval is time limited to a period of six (6) months from the date of occupation of Stage 1 of the workforce accommodation approved under DA19221;**
- 2. Prior to works commencing on site the Staging Plan required under Condition 3 of DA19221 is to be submitted to and approved by the City of Karratha;**
- 3. The development taking place in accordance with the approved plans; and**
- 4. Use of the development is limited to the occupants of the workforce accommodation approved under Condition 7 of DA19221.**

12.3 STALLHOLDER AND STREET TRADING POLICY REVIEW

File No:	PH.14
Responsible Executive Officer:	Director Development Services
Reporting Author:	Environmental Health Coordinator
Date of Report:	1 April 2020
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	<ol style="list-style-type: none"> 1. Draft revised Stallholder and Street Traders Policy 2. Tracked changes version of draft revised policy 3. Recommended Trading Locations for Karratha – Central, Eastern and Western, Dampier, Point Samson, Roebourne and Wickham

PURPOSE

For Council to consider advertising draft changes to the current Stallholder and Street Trading Policy.

BACKGROUND

The purpose of the City's Stallholder and Street Trading Policy is to ensure temporary trading is done safely and in a way that sustains and grows local business to benefit the community. It also provides clarity and guidance to officers and mobile traders on how the City's *Activities in Thoroughfares & Public Places and Trading Local Law* will be applied. The Policy was last reviewed in 2017.

City officers have undertaken initial consultation with key stakeholders as part of reviewing the policy to discuss the way mobile traders currently operate and other stakeholders on what currently works and what may need to change. This has helped shape the review.

Current Trading

There are currently 149 registered food businesses in the City of Karratha. Registered food businesses include child cares, home based business, cafes, restaurants and mobile traders. 24 of the registered food businesses are mobile food traders.

In 2019, there were 80 permits issued for Trading in Public Places. The number of Trading in Public Places Permits is higher than the number of registered mobile traders because Non-City of Karratha mobile food traders travel to the City to trade during the event season (generally around July and August).

There are currently seven approved mobile trading locations under Council's adopted policy:

1. Lot 619 Bayview Rd (Bayview Road frontage of Kevin Richards Oval, Millars Well)
2. Lot 4613 Bathgate Rd (Dreamers Hill)
3. Lot 4211 Searipple Rd, (Front area of Country Club/Camping Overflow)
4. Lot 501 Cleaverville Rd, Roebourne (Basketball Court Carpark – when no organised sporting event is on)

5. Lot 289 Miller Close, Point Samson (carpark at the front of the Community Hall)
6. Wickham Community Hall Car Park (adjacent to Lot 782 Carse Street, with stall subject to approval from Rio Tinto)
7. Lot 3525 Central Ave, Dampier (Lions Park)

Current use of approved trading locations is unrestricted provided the applicant has received approval from the City to operate. There are no provisions in the current policy that limit the number of traders at any of the approved locations. On occasion, Dreamers Hill has had up to fifteen mobile traders operating. Mobile traders have advised a preference to continue to trade at Dreamers Hill.

Emerging Issues

There are risks associated with continuing under current arrangements and these issues would potentially worsen if changes are not made. There have been instances where community event organisers have not been able to attract mobile traders to their events due to the level of activity occurring at Dreamers Hill. The community is currently not benefiting from the mobility of mobile traders.

There is a need to make sure the policies for mobile traders in the City provide for a complementary relationship with fixed businesses, rather than potentially undermining Council's objective to have a strong, sustainable and growing local business environment. The policy review process provides the opportunity to strike the right balance between supporting mobile and fixed businesses in a way that sustains and grows both to benefit the community.

What other Local Governments are doing

Local Governments throughout WA apply different policies to guide implementation of their trading in public places local laws. Some local governments have a very controlled approach to managing mobile trading. Others have a very open approach. As part of the review process, City officers have reviewed the mobile trading policies of a number of local governments in WA.

The City of Vincent applies a 100m separation distance between any mobile trader and any permanent food business, restricts the number of mobile traders to a maximum of three traders at any one location and provides for permits to be cancelled for events. In the City of Vincent policy, conflicts are managed by the mobile vendors in regards to who trades where and when. As an example of an even more regulated approach, traders in the City of Perth must apply to occupy approved locations and the City of Perth selects the traders that they want to trade at those locations.

The City of Mandurah excludes trading from the City Centre and Marina unless in association with an event. Mobile traders must be greater than 400m from established shops selling the same or similar products and a maximum of three traders can trade from any site. Traders can only use up to 20% of available parking.

The Shire of Broome does not allow trading within 300m of a permanent business that sells the same or similar products and trading must not have an unreasonable impact on other traders, permanent businesses, traffic flow, pedestrians or public use of space. A maximum of three traders can trade from any site.

Shire of Esperance permits a maximum of four traders to trade from any site. No trading is permitted within 300m of a permanent business and permits can be cancelled for events.

The City of Albany does not permit trading in the CBD unless part of an event, mobile traders need to be 150m away from a similar established business.

Recommended Changes

The aim for the recommended draft revised policy has been to be in line with approaches adopted in other local governments that would be suitable in a City of Karratha context. These changes are presented to Council as the basis for publicly advertising the changes to test them with interested stakeholders. The following table sets out the recommended changes and rationale for those changes:

Recommended Changes	Reason for Change
Maximum of three traders per approved location at any one time	Many other local governments apply this provision. This restriction helps address the safety and overcrowding concerns with an unlimited number of mobile traders concentrated at popular sites only. It also encourages mobile traders to disburse across the community at multiple sites and events for the benefit of the community rather than requiring people to travel to a single site to access multiple mobile traders.
No consecutive trading at the same location	To allow the popular trading locations to be shared across mobile vendors
Need for planning application to be submitted	Issues have been raised with the amount of vehicles and the size when stored on a residential property. This can affect the amenity and adjoining verge.
100m separation for mobile traders to fixed businesses selling similar goods	To prevent direct competition with an existing business and ensure these businesses are not compromised as a result of new mobile trading in the CBD
Mobile trading permitted in the CBD for one hour provided approval is obtained from land owner and the City	This will allow businesses on the outskirts of the CBD to be serviced where they won't have to travel into the CBD. With limiting mobile trading locations this is a further business opportunity provided to them.
The following 7 site are proposed to be added: 1. Searipple Park, Bulgarra 2. Karratha Tourism and Visitors Centre 3. Baynton West Park 4. Nickol West Park 5. Cattrall Park 6. Dampier Palms 7. Karratha CBD	Limiting the number of traders will mean new sites should be added to allow the same number of vendors to operate. The new proposed sites would double the current approved locations and allow vendors to be closer to the community.
Condition to be added: City can close an approved trading location to all activities at any time, including trading	This will ensure the site can be managed if there are events, the site is no longer considered appropriate for mobile trading, or upgrades/essential work need to be completed

Limiting the number of mobile trader per approved location would ensure adequate safety provisions are in place to minimise the potential for traffic congestion, allow pedestrians to move around the approved locations with reduced risk and ensure there will be sufficient onsite parking available for customers. If the number of traders per approved location is not limited, then popular trading locations will continue to be subject to high levels of activity and less popular trading locations will continue to be underutilised. A more disbursed model

would make mobile traders more accessible to more residents and would reduce the need for residents to travel to concentrated trading locations.

Previous Stakeholder Engagement

Two workshops have been held with mobile traders to discuss some of the proposed changes. Separate workshops were held for members of Council’s Small Business Advisory Group fixed businesses and event organisers. Results from these workshops are summarised below:

Stallholder and Street Traders	Small Business Advisory Group	Fixed Business
Want access to the City Centre at all times.	Does not support open access to City Centre.	Does not support open access to City Centre, though will consider coffee van access to Karratha Health Campus.
Strongly tied to Dreamers Hill location. Support grouped location together, with itinerants/non-locals using other spaces.	Could consider a grouped location Want to see activation of multiple sites/reserves.	Could consider a grouped location but also see advantages of activation of multiple sites via roster system.
Supportive of vendors attending organised markets (including CBD)	Supportive of vendors attending organised markets (including CBD).	Supportive of vendors attending organised markets (including CBD).
No issues with community groups fundraising in the CBD.	No issues with community groups fundraising in the CBD.	No issues with community groups fundraising in the CBD.

During the consultation period it was made clear that mobile traders like trading at Dreamers Hill and would prefer not to move elsewhere due to the prime positioning of Dreamers Hill in terms of access and exposure. Street traders also indicated a preference to stay grouped together.

Mobile traders would like more open access to the CBD. However, Fixed Business are not supportive of this due to the high costs they pay to operate in the CBD, which are not paid by mobile traders.

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, economic issues and parties affected.

COUNCILLOR/OFFICER CONSULTATION

Council has also been briefed on a number of occasions in relation to this policy review.

COMMUNITY CONSULTATION

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

Who	How	When	What	Outcome
Mobile traders, Fixed businesses and Community representatives	Targeted Forums	May	Draft policy	Information exchange. Feedback collated and ideas and concerns captured.
General Community	Advertisement via local newspaper	May	Draft policy	Allow for submissions to be made and considered.

It is recommended that the draft policy be publicly advertised for 28 days if approval is to advertise is granted. Public notifications would be placed in the local newspaper to allow any member of the community to review and make comment on the draft policy.

If Council adopts the draft policy for advertising, then it is intended to send an email with a link to the draft policy to mobile traders to ensure they are aware of proposed changes. This will ensure they are notified directly that the draft policy is out for advertisement rather than having to see the general notification.

Key stakeholders would include the Karratha & Districts Chamber of Commerce & Industry, The Business Centre Pilbara, similar fixed businesses and community associations. It is intended these stakeholders would represent the cross-section of interests.

STATUTORY IMPLICATIONS

The Policy must align with Part 5 of the *City's Activities in Thoroughfares & Public Places and Trading Local Law*. Where there is a discrepancy in the policy to the local law, the local law will take precedence.

The City is responsible to ensure that all street trading and mobile vendors are complying with the requirements in the Local Law.

The following legislation and policies are also applicable to stallholders and street traders:

- *Health (Miscellaneous Provisions) Act 1911;*
- *Public Health Act 2016;*
- *Food Act 2008;*
- *Local Government Act 1995;*
- Local Planning Scheme No. 8;
- Local Planning Policy DP08 Roebourne and Wickham Mixed Business Zone; and
- Local Planning Policy DP13 Tourism Zone Development Requirements.

POLICY IMPLICATIONS

By resolving to advertising a draft revised version of the Stallholder and Street Trading Policy, Council would make clear its intentions to review the policy and provide interested parties with draft policy provisions for consideration. Council would have the opportunity to review submissions received during public advertising and to adopt any resultant changes.

FINANCIAL IMPLICATIONS

We expect there to be minimal financial implications as a result of the changes. Traders will be limited to how many can operate at any one time per site but extra sites have been proposed to allow the same number of vendors to operate. There are no changes to the 20/21 fees schedule but these fees are set by council and are done through a formal adoption process.

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:

Projects/Actions:	2.a.2.4.1	Support and activate creative industries as an economic driver
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RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	Low	With the addition of new trading locations, there may be concerns regarding noise or other nuisances created due to proximity of trading to residential dwellings. These types of issues will be considered in determining how mobile trading can occur from the approved locations.
Financial	N/A	Nil
Service Interruption	Low	The recommended changes are likely to result in a number of enquiries during the advertising period.
Environment	N/A	Nil
Reputation	Moderate	Some of the recommended changes may not be supported by some stakeholder groups and/or members of the community as they would change current arrangements. It will be important to communicate well with key stakeholders.
Compliance	N/A	Policy is only being recommended for advertising at this stage.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

We’ve looked at how a number of other Local Governments are applying their local laws in regards to mobile trading. Some have taken a very strict approach and other have not. Our proposed changes have considered these opinions and proposed changes previously listed that are in line with existing policies.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to RETAIN the current version of Stallholder and Street Trading Policy following this review because Council considers the current policy settings to be appropriate.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to DEFER further consideration of Stallholder and Street Trading Policy review pending further preliminary consultation with stakeholders.

CONCLUSION

The City wants to ensure a safe temporary trading environment, in which temporary trading activity does not adversely impact the amenity and fits with a sustainable local business model and that local business is strong, sustainable and grows to benefit the overall community. The revised Policy should help achieve these objectives.

Consultation with key stakeholders on the draft policy is essential both to communicate the rationale for proposed changes and to provide for different perspectives to be considered as part of the review process.

It is recommended that the revised version of the Stallholders and Street Traders Policy be adopted for public advertising.

OFFICER'S RECOMMENDATION

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

- 1. ADOPT the draft revised version of the Stallholder and Street Trading Policy for the purpose of public advertising; and**
- 2. REQUIRE the revised Stallholder and Street Trader Policy to be reported back to Council following the advertising period so Council can formally consider submissions on the draft revised version of the Stallholder and Street Trader Policy and any need for associated modifications.**

12.4 SAT INVITATION TO RECONSIDER REFUSAL OF TIME EXTENSION FOR HALL STREET, ROEBOURNE WORKFORCE ACCOMMODATION

File No:	DA19061
Responsible Executive Officer:	Director Development Services
Reporting Author:	Planner/Compliance Officer
Date of Report:	1 April 2020
Applicant/Proponent:	Burgess Design Group
Disclosure of Interest:	Nil
Attachment(s)	1. Location Map 2. Revised Development Plans 3. Table of projects demonstrating need and Statement on Social Impact Assessment

PURPOSE

For Council to reconsider its decision to refuse an extension to the time-limited approval period for Workforce Accommodation on Hall Street, Roebourne.

BACKGROUND

On 15 July 2020, Council resolved to refuse Development Application DA19061 (Resolution No. 154394). The application sought a ten year extension to the time-limited approval period for a previously approved forty two room workforce accommodation facility on Lot 563 Nairn Street and Lot 564 Hall Street, Roebourne.

Council's reasons for refusal were:

1. The need for this Workforce Accommodation development has not been demonstrated;
2. The proposed development does not contain on-site kitchen and laundry services, which are considered essential facilities in a Workforce Accommodation development; and
3. Approval to the development would be inconsistent with the following elements of the Local Planning Framework:
 - a) The objective of the City's Draft Local Planning Strategy to transition this area to an Industrial Precinct;
 - b) The Roebourne Structure Plan stating no additional Workforce Accommodation is envisaged for Hall Street;
 - c) There is no Social Impact Assessment or Social Impact Management Plan submitted; and
 - d) No information provided on how this development will be integrated and support the economy and the local community as there is no Social Impact Assessment or Management Plan as per Council's Policy DP20 Social Impact Assessment Policy.

Following Council's resolution, the applicant lodged an application for State Administrative Tribunal (SAT) review. SAT ordered the applicant provide the City with additional information to address Council's reasons for refusal and Council to reconsider its refusal.

The applicant submitted additional information to the City on 31 March 2020 consisting of:

- Revised plans that show on-site kitchen, dining and laundry services, which address one of the reasons for refusing the application initially;
- Letter setting out reasons why the proponent believes the workforce accommodation is needed; and
- A Social Impact Assessment (SIA) that describes the possible impacts of this workforce accommodation facility on the local community and sets out commitments to address and/or offset negative impacts (see attachment 3).

On 16 May 2011, Council resolved to approve a fifteen bed workforce accommodation facility on this site without any time-limit. On 28 August 2012, Council resolved to grant a six year time-limited approval to an additional twenty-seven beds, ending on 28 August 2018. A condition of that approval required removal of the buildings by 28 August 2019. Only thirty of the forty two approved rooms were constructed. These thirty rooms are still on site.

The application seeking a ten year extension to the time-limited approval period was lodged in March 2019, after Council's approval had expired. The applicant now seeks approval to use these thirty rooms for workforce accommodation, with the addition of on-site kitchen, dining and laundry services.

The requirements for demonstrating need and managing social impacts are key considerations under Council's adopted Workforce Accommodation Local Planning Policy DP10. An assessment of the application against these criteria has been undertaken and is detailed under Policy Implications.

If Council considers that this development should be approved, then Council's adopted Workforce Accommodation Local Planning Policy requires the applicant to demonstrate need and to address community integration. The applicant has submitted information in relation to each of these policy considerations. A summary of that information and officer comments are set out in the table below.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between Planning Services, Building Services and Environmental Health Services.

COMMUNITY CONSULTATION

The original application seeking extension of the time-limited approval for this development was publicly advertised in accordance with requirements of the Scheme. No community consultation is required to reconsider a decision at the invitation of SAT.

STATUTORY IMPLICATIONS

Under the *Health (Miscellaneous Provisions) Act 1911* and the *City's Health Local Law 2012*, a lodging house (which includes workforce accommodation) requires a kitchen facility and laundry. The addition of a kitchen facility and laundry would allow the development to be registered as a lodging house.

As the existing development on site does not include a kitchen/dining nor laundry facilities, an Occupancy Permit has never been issued. The addition of a kitchen/dining and laundry facilities to the development would make the facility compliant with Building Legislation.

While Council has been invited to reconsider its decision by SAT, this matter is still before SAT and will be determined by SAT following Council’s reconsideration.

POLICY IMPLICATIONS

Local Planning Policy DP10 – Workforce Accommodation

An assessment of the subject application against the key policy considerations of ‘demonstrated need’ and ‘community integration’ is set out below:

Policy Consideration	Information Submitted	Officer Assessment
<p>Demonstrated Need</p>	<p>The applicant has provided details of five projects likely to have accommodation needs. The proximity of these projects to Roebourne varies.</p> <ol style="list-style-type: none"> 1. The Cape Lambert Port A Marine Structures Refurbishment Project is a project nearby that is expected to create a significant number of jobs in the area. The proposed works consist of undertaking essential maintenance works on the Cape Lambert Port A (CLA) wharf facility and associated jetty. The project consists of two components, the CLA Dolphin Life Extension Project and the CLA Jetty Strengthening Project, collectively referred to as CLA Marine Structures Refurbishment Project. 2. Sherlock Bay Base Material Project is located between Roebourne and Whim Creek, and is prospective for nickel, copper, silver and gold mineralisation. Although still in its development feasibility stages, it has the potential to create demand for accommodation in the Roebourne area. This project is important as it is quite remote from Karratha. An operational workforce accommodation facility in Roebourne would be well placed to cater for any future accommodation and servicing needs for this project. 3. Whim Creek Copper-Zinc Project is an exploration project that involves identifying opportunities to extract value from these sites. 4. Rio Tinto’s Koodaideri Project involves site establishment, rail formation and drainage earthworks, rail maintenance 	<p>It is acknowledged that there will be an ongoing need for jobs at Cape Lambert and in the surrounding mining province. City officers will continue to monitor the situation in relation to supply and demand for workforce accommodation rooms. It is Council’s preference for workers to be accommodated in more integrated forms of town-based accommodation wherever possible, preferably dwellings.</p> <p>DP10 requires contracts or bookings to demonstrate need for workforce accommodation. Council has also approved workforce accommodation developments that are associated with a specific construction project. No evidence has been provided of contracts, bookings or a specific construction project that the workforce accommodation rooms would be required for. Accordingly, this development does not comply with policy requirements and represents speculative workforce accommodation in the market for companies wanting to operate FIFO working arrangements.</p>

	<p>track, bridge construction, culverts and drainage structures, and level crossings.</p> <p>5. Balla Balla Infrastructure Project involves rail system servicing mining operations.</p>	
<p>Community integration</p>	<p>Occupants would buy fuel, coffee, and other incidentals locally. The applicant has estimated the potential local spend if all beds were occupied: 30 beds occupied 6 nights/week for 52 weeks = ~9,360 occupied nights. \$15/day expenditure per guest = ~\$140,000 local spend per annum.</p> <p>Roebourne and Karratha based businesses will be invited to quote on kitchen/dining and laundry fit out. On-site Duty Manager shall be sourced locally from Roebourne or Karratha and workers responsible for maintenance (landscaping, cleaning and general maintenance) will be recruited from Roebourne. Any catering, waste management and security services shall be sourced locally from Roebourne or Karratha.</p> <p>Guests would undergo on-site inductions to be made aware of local community facilities (the development does not have recreation/sporting facilities on the site). Guests would also be made aware of local alcohol restrictions and associated risks.</p> <p>The operator will maintain relationships with City Rangers, local police and the ward Councillors to continually improve situational awareness and early detection of any issues.</p>	<p>The applicant has submitted information on social impacts, however has not submitted a Social Impact Assessment and Management Plan in accordance with the City’s requirements to do so.</p> <p>Community impacts associated with this development are considered against the objectives of DP20: Social Impact Assessment. The proposal does not meet the objective of DP20 that requires proponents to conduct upfront and ongoing engagement with community and other key stakeholders regarding the potential impacts of this proposed development.</p> <p>Without having undertaken any community engagement, it is speculative to state that on-site workers will be sourced from Roebourne.</p> <p>With no evidence of contracts in place, there is no certainty that each bed in this facility will be occupied 6 days a week, year round, nor that each guest will spend \$15 each day on local goods. Therefore, there is no substantial evidence to support the claim that this development will benefit the community.</p> <p>An objective of DP20 is to facilitate a consistent and transparent approach to the consideration of local social impacts in land use planning and decision-making. The facility is located in an industrial area on the outskirts of the Roebourne town site. The site does not lend itself to community integration. Council’s preference is for workers to be town-based. There has been no evidence provided that shows FIFO workers targeted by this facility could not be town-based. In this regard, the proposed development does not comply with the objectives of DP10 and DP20.</p>

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	Low	Any development is required to meet environmental legislation.
Reputation	Low	Council's reputation is managed by following adopted policies and considering precedents.
Compliance	Low	The City would initiate compliance action if the development did not meet its approvals.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council must consider applications for Development Approval on their merits against the statutory and strategic planning policy framework.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Schedule 2 Part 9 Section 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* and Clause 31(2)(b) of the *State Administrative Tribunal Act 2004* RESOLVES to APPROVE Development Application DA19061 subject to the following conditions:

1. The approved development (workforce accommodation land use) shall be in accordance with the attached stamped approved plans, and these shall not be altered without the prior written consent from the City of Karratha;
2. In accordance with Local Planning Policy DP10 – Workforce Accommodation, this approval shall expire five years from the date of occupation;
3. A maximum of 30 people shall be accommodated at any one time in the buildings shown as 'worker's accommodation' on the attached stamped plans;
4. All car parking areas shall be maintained and available for car parking and vehicle access and circulation on an ongoing basis to the satisfaction of the City of Karratha;
5. The ongoing use of the site shall not cause erosion or degradation to the subject or surrounding land. Should the City of Karratha deem it necessary to undertake mitigation works; plans, specifications and work schedules may be required to be submitted and the works undertaken at the proponents cost and to the satisfaction of the City of Karratha;

6. The landscaping shown on the approved site plan shall be installed within six [6] months from the date of this Decision Notice, and thereafter maintained to the satisfaction of the City of Karratha;
7. Eighteen months prior to the expiry of this approval, a site decommissioning and/or a transition plan shall be submitted to and approved by the City of Karratha, and the approved plan shall be implemented within six months of the expiry date of the approval, to the satisfaction of the City of Karratha;
8. In accordance with the Statement on Social Impact letter dated 30 March 2020, the following Social Impact Management measures shall be implemented to the satisfaction of the City of Karratha:
 - a) Inductions ensuring all guests are made aware of local community facilities, liquor restrictions and associated risks;
 - b) Maintaining relationships with City Rangers, local police and the ward Councillors to continually improve situational awareness and early detection of any issues;
 - c) Sourcing workers responsible for maintenance (landscaping, cleaning and general maintenance) from Roebourne;
 - d) Sourcing on-site Duty Manager from Roebourne or Karratha; and
 - e) Catering, waste management and security services sourced from Roebourne or Karratha.

CONCLUSION

The State Administrative Tribunal has invited Council to reconsider its original decision to refuse an extension to the time-limited approval for a forty-two room workforce accommodation facility. The applicant has provided revised plans showing only the thirty existing rooms and adding on-site kitchen/dining and laundry facilities. The addition of kitchen/dining and laundry facilities addresses one of the reasons for refusal.

The applicant has not specified any contracts, bookings or a specific construction project that the workforce accommodation rooms would be associated with to demonstrate need. There has been no community consultation undertaken by the applicant to demonstrate that this development will benefit the community. The City's Local Planning Strategy and Roebourne Structure Plan recommend the Roebourne Mixed Business zone transition to an Industrial Precinct, with Workforce Accommodation being phased out. It is therefore recommended that Council affirm its original decision made at the 15 July OCM and advise SAT that Development Application DA19061 be refused.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Schedule 2 Part 9 Section 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* and Clause 31(2)(a) of the *State Administrative Tribunal Act 2004* RESOLVES to AFFIRM the decision to REFUSE Development Application DA19061 for the following reasons:

1. **The proponent has not provided evidence of contracts, bookings or a specific construction project that the workforce accommodation rooms would be associated with that demonstrate the need for this workforce accommodation;**
2. **The information provided does not sufficiently address how this development will be integrated with, and support the local economy and local community; and**
3. **The objective of the City's Draft Local Planning Strategy is to transition this area to an Industrial Precinct, in which a Workforce Accommodation development would not be compatible.**

12.5 REVIEW OF POLICY DE-01 TAKE YOUR BUSINESS ONLINE GRANT SCHEME

File No:	GS.64
Responsible Executive Officer:	Director Development Services
Reporting Author:	Economic Development Project Officer
Date of Report:	23 March 2020
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Draft revised DE01 Take Your Business Online Grants Scheme Policy

PURPOSE

For Council to consider the review of Policy DE01: Take Your Business Online Grant Scheme and advertise for applications for 2020.

BACKGROUND

The Take Your Business Online Grant Scheme commenced in 2016 as a result of the Map and Gap Study which identified that local businesses within the City of Karratha had little online presence. The objective of the scheme is assist local businesses to grow and thrive which in turn contributes to the implementation of the City's Economic Development Strategy.

The Scheme offers local businesses financial assistance of up \$5,000 (matched on a dollar for dollar basis) to improve their digital capacity and online presence in order to increase competitiveness, innovation and efficiency of operations, products and services.

Since 2016, Council has support forty nine (49) applications from local businesses, valued at \$159,000. The Grant has resulted in the following benefits to the City:

- Enhance the awareness of services provided in Karratha for locals and visitors, creating more choice which makes the City an even better place to live, work and visit;
- Improved the availability of services to the community through innovative online portals providing services ranging from mental health, child training and development, business and leadership coaching;
- Reduced business costs through efficient online booking systems for catering, laundry service, medical services, legal services, tourism products, mechanical services and beauty therapy;
- Created online sales portals to help retails businesses grow including health foods, motor vehicles, automotive products and fishing tackle; and
- Helped enhance the profile of Karratha and establish a strong reputation as a business destination.

Policy Review

City Officers have reviewed the Take Your Business Online Grants Scheme Policy to ensure Council's investment is providing effective support to businesses and best value for money for Council.

In review of this policy, Officers considered feedback from previous grant recipients as well as Officers managing and acquitting these grants. Some of the considerations that were discussed are listed below;

Proposed Change	Considerations	Recommendation
Allow retrospective funding.	<ul style="list-style-type: none"> • Could reduce delay between application and award of grant - currently 2-3 months. • It is a requirement that the project is financially viable without funding. • The intention is to support businesses with new initiatives, not offset costs of retrospective projects. 	<ul style="list-style-type: none"> • No change recommended to Policy to allow for retrospective funding. • Recommend change to process to allow applications to be authorised through officer delegation.
Include in the Policy and Approval Conditions a condition that recipients will utilise local businesses where possible/practical.	<ul style="list-style-type: none"> • Creates a secondary benefit to the grants by keeping spend local where possible • Supports more local businesses • May put a strain on the small collection of local design, social media, marketing, copywriting, etc services 	<ul style="list-style-type: none"> • More appropriate to include in the Guidelines. No change recommended to Policy.
Grants to be open all year around and assessed as they come in.	<ul style="list-style-type: none"> • Provides flexibility for businesses • Businesses can commence projects anytime of the year • Challenging to manage multiple project timelines and deadlines. 	<ul style="list-style-type: none"> • Update Policy to allow applications to be considered year round.

In reviewing the policy and considering all feedback, Officer’s intent was to ensure that the changes would continue to deliver on the objectives, whilst being more efficient for business and not greatly increasing the risk to the City. The following change was identified as achieving these outcomes:

- Remove general condition for one round of funding per annum.

Other updates made to the policy in this review include:

- Rationalised eligibility criteria;
- Included statement to process applications in accordance with Policy;
- Redundant clauses were removed;
- Minor tweaks to some statement and clauses for consistency with associated documents; and
- General formatting.

In addition to the changes to the Policy, a process change is recommended that would allow applications to be received all year and allow applications to be assessed and approved through officer delegation rather than a Council resolution. This would provide businesses with greater flexibility to access the Scheme, expedite the approval process and allow businesses to commence eligible projects quickly. Council would be provided with updates on the Scheme monthly.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Relevant officers have been consulted in reviewing the Policy.

COMMUNITY CONSULTATION

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

Who	How	When	What	Outcome
Previous Grant Recipients	Grant acquittal process and Telephone	Following completion of their TYBO project	Written feedback on the application, execution and evaluation process of the grant.	Feedback on process and suggested improvements for the grant.
City officers	Workshop	January 2020	Feedback on improvements to the grant.	Noted comprehensive list of changes and improvements to the Policy and process

STATUTORY IMPLICATIONS

There are no statutory implications.

POLICY IMPLICATIONS

Council Policy DE-01 Take Your Business Online Grant Scheme will be impacted if the suggested changes are endorsed.

FINANCIAL IMPLICATIONS

There are no financial implications to carry out the Officer’s recommendation. Council will consider allocating budget for the Scheme through existing budget processes.

STRATEGIC IMPLICATIONS

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

Programs/Services: 2.a.1.1. Small and Medium Enterprise Development
 Projects/Actions: 2.a.1.1.1 Implement Business Support Grants

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	Applications for funding will be assessed to ensure the need and benefit and value for money of the proposed initiatives
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Moderate	Supported initiatives will be aligned to Council’s strategies and plans and assessed against criteria outlined in the Policies
Compliance	Low	Risk to be minimised through a transparent acquittal process

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council has previously advertised and awarded grant funding consistent with its policies.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

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

RESOLVES to:

1. DEFER consideration of the Policy Review; and
2. ENDORSE advertising to seek application for the 2020 round of the Take Your Business Online Grant Scheme

CONCLUSION

Local businesses play an important role in the community through providing jobs, goods and services and contributing to the overall liveability of the City.

Council has supported the development of local businesses through the Take Your Business Online Grants since 2016. Over the last four years, these grants have successfully supported 49 local small businesses have received funding totalling \$159,000 to develop and enhance their online presence.

The Take Your Business Online Grant Scheme has delivered on its objectives by supporting local businesses to grow. Officers recommend endorsing the changes to the policy and process which will allow flexibility for businesses to apply year round and streamline assessment and awarding of funds.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 3.18 of the Local Government Act 1995 RESOLVES to ENDORSE the revised DE01 Take Your Business Online Grant Scheme Policy as attached to this report.

12.6 MAJOR EVENTS SPONSORSHIP AND ATTRACTION POLICY REVIEW cs-22

File No:	RC.120
Responsible Executive Officer:	Director Development Services
Reporting Author:	Economic Development Project Officer
Date of Report:	31 March 2020
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachments	Major Events Sponsorship and Attraction Policy CS-22

PURPOSE

For Council to consider the Major Event Sponsorship and Attraction Program (MESAP) CS-22 Policy review.

BACKGROUND

The purpose of this policy is for the City to support and encourage an active and engaged community through the attraction and/or sponsorship of a wide variety of events in an equitable and accountable way. Major events can positively impact the local economy and provide wellbeing, lifestyle and cultural benefits to local residents and visitors. Specifically, the Program seeks to:

1. Contribute to Council’s vision to be “Australia’s most liveable regional City”;
2. Maximise the economic, media and social value of major events;
3. Provide a coherent framework for City investment in supporting and growing major events; and
4. Encourage events and activities that have a regional focus.

At the January 2017 OCM, Council adopted policy changes to the Major Events Sponsorship Scheme CS-22. The policy change from Major Event Sponsorship Scheme to the Major Event Sponsorship and Attraction Program aimed to provide a more responsive program that would be used to support local event development and also attract major events to the City. A review of the Policy has been completed with no changes recommended.

City Officers are continuing to seek innovation while supporting and complementing event attraction with the development of an Event Toolkit Information Pack (ETIP) as identified in the City’s Tourism Strategy. The purpose of ETIP is to provide major event organisers with detailed local information about delivering events in the City and streamlines the process for approvals and event delivery. This document will be used to attract more events and more applications for event funding under the MESAP.

Since the updated Policy was endorsed, Council has supported seven applications to the value of \$528,091 in cash and \$48,348 in kind. Local economic spend from these events exceeds \$2 million while destination promotion surpasses \$500,000 in value. Based on this data, for every dollar Council invests in supporting major events, four dollars is returned to local businesses.

A summary of events supported under the revised Policy are captured in the table below.

EVENT	Support In Total (cash)	Support (in kind)	Participants	Economic Impact	Destination Promotion Value	Score Assessment Against Criteria
Brew & the Moo 2017, 2018, 2019	\$100,000	N/A	1,845 2018 1,957 2019	\$311,500 2018 \$364,550 2019	\$23,357 2018 \$27,122 2019	65.7%
2018 Southern Deserts 5	N/A	\$14,138	90	\$215,000	Not Captured	77.5%
APACA 2018 Conference	\$135,000	N/A	320	\$400,000	Not Captured	77.5%
DNA 2019 Conference	\$100,000	\$25,000	361	\$442,600	\$45,400	72.5%
2019 City to Surf	\$19,391	N/A	511	\$26,190	\$360,000	68%
2019 WA Tourism Conference	\$113,700	\$9,210	243	\$280,000	\$45,420	72.5%
TOTAL	\$528,091	\$48,348	5,327	\$2,043,002	\$501,299	Average 72.3%

*Australian Performing Arts Centres Association (APACA)
Developing Northern Australia (DNA)*

Council has also endorsed the Burrup Classic Open Water Swim (\$60,000 over 3 years) and the Organisation for Economic Cooperation and Development (OECD) Conference 2020 (\$76,000.) These events are yet to occur and have been postponed due to the pandemic COVID-19 and are not included in the above table.

The intention of MESAP is to provide a robust framework for the City to seek to support, encourage and/or sponsorship a wide variety of events in an equitable and accountable way is surpassing expectations. The program is demonstrating sufficient value to quantify the continuation of the program. MESAP is impacting the local economy while providing wellbeing, lifestyle and cultural benefits to over 5,327 residents and visitors.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place with relevant Officers. Feedback received from event organisers has been complimentary of the Program.

Council will continue to be briefed on MESAP throughout the year and to consider applications/reports on the scheme. Consultation will continue to occur between Officers via a panel assessment and evaluation of applications for all funding submissions received.

COMMUNITY CONSULTATION

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

Who	How	When	What	Outcome
Event Organisers	Website Promotion, direct contact	Ongoing	Engagement with event organisers to deliver events	Major events delivered

STATUTORY IMPLICATIONS

Section 3.18 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

Council Policy CS-22 has been applied in this instance.

FINANCIAL IMPLICATIONS

There are no financial implications to implement the Officer’s recommendation. Any application for funding under the Policy will be considered by Council when received.

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 2020-2021 provided for this policy and future activities:-

Our Programs/Services:	1.c.1.1	Community Engagement
Our Projects/Actions:	1.c.1.2.1	Provide Grant Funding Opportunities

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	Moderate	There is a significant financial contribution required from Council to endorse, support and possibly deliver events through MESAP and there is also risk that the sponsorship income received is less than what is being estimated. Therefore to minimise Council’s financial risk, applications are subject to a stringent evaluation process with set criteria within the MESAP Policy and Guidelines. This process ensures a detailed analysis and provides a score rating.
Service Interruption	Low	Appropriate communication plans are executed to ensure sufficient notice is provided to the community. Event planning ensures no conflict with school holidays or other significant events already scheduled.
Environment	Low	Event planners can access the City’s Sustainability Officer and the ETIP currently under development in the area of environmental stewardship.
Reputation	Low	City Officers work closely with event planners and local operators to ensure participants have positive experiences. Previous conferences have been successfully delivered with established processes.
Compliance	Low	ETIP currently under development will provide event planners with policy and governance requirements.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

CS-22 Major Event Sponsorship and Attraction Program was last reviewed by Council January 2017.

Funding is distributed through a wide number of Schemes through the City of Karratha.

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 CS-22 Major Event Sponsorship and Attraction Program 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 CS-22 Major Event Sponsorship and Attraction Program subject to the following changes:

- 1. _____
- 2. _____

CONCLUSION

Council policy CS-22 Major Event Sponsorship and Attraction Program is intended to support and encourage an active and engaged community through the attraction and sponsorship of a wide variety of events in an equitable and accountable way. The Policy is meeting its objects with 8 successful events supported and delivered which has resulted in four times Council’s investment being spent at local businesses in the City. The Policy has been reviewed with no changes recommended, however initiatives to support the Program have been identified.

OFFICER’S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ENDORSE Council Policy CS-22 Major Event Sponsorship and Attraction Program as attached to this report.

13 STRATEGIC PROJECTS & INFRASTRUCTURE

13.1 DISPOSAL OF PROPERTY – MOWER

File No:	PL.19
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Fleet & Plant Coordinator
Date of Report:	31 March 2020
Applicant/Proponent:	Karratha Country Club
Disclosure of Interest:	Director Strategic Projects & Infrastructure is a member of the Karratha Country Club
Attachment(s)	Nil

PURPOSE

For Council to consider the disposal of one (1) item of plant by way of direct donation to the Karratha Country Club (KCC).

BACKGROUND

The Karratha Country Club maintains parts of the Karratha golf course to an agreed standard under a Memorandum of Understanding (MoU) with the City. The KCC has approached the City to enquire about accessing grant funding to purchase a front deck ride on lawn mower to assist fulfilling its maintenance responsibilities.

The City is currently preparing to dispose of a similar unit by auction in accordance with the 2019/2020 plant replacement program. As this mower meets the specifications required by the KCC, Officer's propose that the City donates this mower to the KCC as an alternative to providing grant funding for a new unit. The City has procured a replacement unit therefore the mower is surplus to requirements.

The KCC is a not-for-profit community organisation and donating the mower provides a positive outcome for the community and enables the KCC to continue to maintain aspects of the Karratha Golf Course to an agreed standard.

The estimated resale value of the unit at auction is \$5,000.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between the Fleet & Plant Coordinator, Community Engagement Coordinator and the Manager Infrastructure Services to ascertain the suitability of the plant for the task in question.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

The Disposal of property is required to comply with Section 3.58 (5)(d) of the *Local Government Act 1995* and in particular Regulation 30 of the *Local Government (Functions and General) Regulations*.

POLICY IMPLICATIONS

Disposal of Assets Policy CF-17 is applicable in this matter.

FINANCIAL IMPLICATIONS

The disposal of this plant is included in the current budget (2019/20), with an anticipated income of approximately \$5,000 forecast, using previous ride on mower cost and industry trends as a guide.

The following table, provides the original purchase information. The current written down value of the unit is \$11,354.94, calculated as per the City’s depreciation method.

Plant # Description	Purchase date	Purchase price (inc GST)	Current (Written down Value)
P7006 Kubota F3680 4x4 Out Front Mower with 72" Deck GL 424610	15/11/2013	\$32,755.95	\$11,354.94

As a result the City had forecast a loss on sale of \$6,354.94 based on the written down value and budgeted income.

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.1.6 Fleet and Plant Management

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	Forecast loss on sale is \$6,354.94 based on the written down value and anticipated income.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	N/A	Nil

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

At the meeting of 18 April 2017, Council previously approved the disposition of P3020 Bowling Green Mow Master BG30, via donation to Dampier Bowling Club.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.58 of the *Local Government Act 1995* RESOLVES to APPROVE the disposal of P7006 Kubota F3680 4x4 Out Front Mower with 72" Deck by way of Public Auction.

CONCLUSION

The plant item P7006 Kubota F3680 4x4 Out Front Mower with 72" Deck, has been identified as surplus to requirements and the anticipated income via auction is relatively low. Disposal via a donation to the Karratha Country Club offers a positive outcome for the City and the Community.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 3.58(5)(d) of the *Local Government Act 1995* and in particular, Regulation 30 of the *Local Government (Functions and General) Regulations* RESOLVES to DISPOSE of P7006 Kubota F3680 4x4 Out Front Mower with 72" Deck, via donation to Karratha Country Club, noting that its current Written Down Value is \$11,354.94.

13.2 KARRATHA AIRPORT SECURITY SCREENING EQUIPMENT TENDER

File No:	CM.448
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Manager Airport
Date of Report:	1 April 2020
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Confidential Tender Evaluation Report

PURPOSE

For Council to consider the tender for the Karratha Airport Security Screening Equipment offered under RFT 29-19/20.

BACKGROUND

On 8 May 2018, the Australian Government announced measures to further strengthen Australia's domestic and international aviation security. As such, the Government's immediate focus is on updating technology requirements at airports.

Karratha Airport is a Tier 2 security controlled airport owned and operated by the City of Karratha that requires upgrades of its existing screening equipment to meet the new security requirements. The includes decommissioning of existing equipment, procurement, delivery, installation, commissioning for screening equipment required for a Tier 2 Airport, and training of staff. The equipment comprises of 1 x Body scanner and 2 x Multi-view X-ray with automated explosive detection. The equipment purchase is fully funded by the Commonwealth Government.

The City intends to commence security screening services using the body scanner for passengers and multi-view X-ray for cabin baggage and goods on 1 November 2020. This will ensure it is ahead of the directive by the Department of Home Affairs that these systems be operational by 31 December 2020 for Tier 2 airports.

The City had previously tendered for equipment upgrades under RFT 20-19/20 which was advertised on 11 January 2020 and closed on 31 January 2020. Two submission were received, however were subsequently rejected as not deemed suitable.

RFT 29-19/20 was advertised on 18 February 2020 and closed on 18 March 2020.

Three tenders were received by the closing date from:

- Smiths Detection
- L3 Harris
- Rapiscan Systems

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

- Manager Airport
- Airport Operations Coordinator
- Senior Airport Reporting Officer

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

The criteria and associated weightings were:

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

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

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

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CG-8 Significant Decision Making Policy, this matter is considered to be of high significance in terms of compliance, economic, reputational and functional ability for the Council to maintain the airports operational capability.

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

In terms of the *Aviation Transport Security Act 2004* Karratha Airport is classified as a Security Controlled airport. Under Section 16(2) of this Act, the City of Karratha as owner/operator of Karratha Airport, has a Transport Security Plan (TSP) aimed at ensuring the security integrity of the aviation network at Karratha Airport.

Tenders were called in accordance with Section 3.57 of *the Local Government Act 1995* and associated regulations.

POLICY IMPLICATIONS

The proposal is in accordance with Council’s CG 12 Purchasing Policy.

FINANCIAL IMPLICATIONS

The Commonwealth Government is funding the equipment purchase for all Tier 2 Airports in Australia and has provided the City with funds of \$555k for the procurement. The cost of the equipment purchase from the recommended tenderer is within provided funding allocation.

Security screening costs are budget neutral and will be recovered from the airline through screening Fees and Charges once approved by Council. The costs of maintenance and replacement of the equipment is covered under the security screening costs.

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.1.4 Airport Facility Management
- Projects/Actions: 1.a.1.4.1 Implement upgrades to Security Screening with new equipment

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	Cost of the equipment is funded by the Commonwealth Government. The maintenance and replacement costs are covered under the security screening costs which are budget neutral and will be recovered from airline charges.
Service Interruption	High	Lack of security screening equipment will shut down all passenger and airline operations at the airport.
Environment	N/A	Nil
Reputation	Low	The purpose of this tender is to award this contract for the timely delivery of security equipment to ensure the security services are not impact.
Compliance	Low	Conducting a tender process to procure the security screening equipment is expected to ensure security integrity of the aviation network at Karratha Airport.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

The existing X-ray machines were purchased and/or installed in 2014.

The body scanner is a new requirement by the Department of Home Affairs for all screened airports and has no relevant precedent.

VOTING REQUIREMENTS

Simple Majority.

OPTIONSOption 1

As per Officer's recommendation.

Option 2

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

Option 3

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

CONCLUSION

In terms of the *Aviation Transport Security Act 2004*, Karratha Airport is classified as a Tier 2 Security Controlled airport and to maintain the classification, having security screening at the airport is mandatory. In addition, the changes to the security screening equipment is a mandatory directive from Government.

The Evaluation Panel believes that the recommended tenderer provides the best outcome for procurement of the new Passenger Screening Equipment for Karratha Airport.

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 Rapiscan Systems ABN 63610 405 939 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 29-19/20 Karratha Airport Security Screening Equipment; and**
- 2. EXECUTE a contract with Rapiscan Systems, SUBJECT to any variations of a minor nature.**

13.3 ROEBOURNE GAOL PRECINCT CONSERVATION WORKS

File No:	CM.438
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Project Manager
Date of Report:	20 April 2020
Applicant/Proponent:	Department of Planning Lands and Heritage
Disclosure of Interest:	Nil
Attachment(s)	1. Confidential Tender Evaluation Report 2. Confidential Project Budget

PURPOSE

For Council to consider the tender for the Roebourne Gaol Precinct Conservation Works offered under RFT 22-19/20.

BACKGROUND

The Roebourne Gaol Precinct is located on Crown Land and managed by the Department of Planning, Lands & Heritage (DPLH) through Land Use Management. It is currently subject to a Building Order issued in 2018 by the City of Karratha.

The Heritage Works branch of DPLH identified the conservation works required to satisfy the condition of the Building Order and additional urgent conservation works to the Gaolers Quarters, Warders Quarters, 1887 Cell Block, Kitchen & Day Room, and the Police Quarters.

The DPLH has allocated \$1.5M (excl. GST) to the City to administer the conservation works, which addresses the Building Order and most urgent works required to secure the buildings and reinstate integrity of the exterior fabric. The current project aims to achieve positive heritage conservation outcomes for the Precinct.

The buildings are in various states of disrepair as a result of lack of occupancy and maintenance as well as recent cyclone damage.

The City approved a Development Application for the current works on 2 September 2019.

At its meeting in January 2020, Council endorsed inviting tenders for conservation works to the Roebourne Gaol Precinct.

The project has been split in two phases:

- Phase One - Completed in December 2019 for the initial critical demolition, asbestos removal and site clearing works.
- Phase Two – Subject of this tendered conservation works, for the replacement and reconstruction of timber roof structures; new roof sheeting, gutters and downpipes, refurbishment of doors, windows and timber shutters, structural works relating to roof tie-downs, timber reinforcement, external wall crack stitching, stonemasonry works, painting works, new ceilings and insulation, new security screens to Police Quarter Kitchen and Day Room, termite management system, demolition of intrusive elements, removal of termite damaged timber and asbestos containing materials.

The Tender for works was advertised on 19 February 2020 and closed 24 March 2020, with Four tenders received by the closing date from:

- Colgan Industries
- CLPM
- GBSC Yurra
- Baessler Construction

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

- Director Heritage Works Projects, Heritage Services (DPLH)
- Senior Project Manager, Heritage Services (DPLH)
- Project Manager, Infrastructure Projects
- Manager, Infrastructure Projects

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

The criteria and associated weightings were:

Criteria	Weighting
Price	40%
Relevant experience	40%
Methodology	15%
Capacity to Deliver	5%

The Regional Price Preference Policy was applied to 2 local tenderers.

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

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

In January 2020, Council endorsed the invitation for tender under Resolution No. 154504

COMMUNITY CONSULTATION

The DPLH held an Information Session in Roebourne on the 31 October 2019, to discuss the heritage works and learn how the Community would like to see the Roebourne Gaol site activated. Approximately 20 people attended with the discussions relating to the future of the machinery collection, where the visitor centre should be located, specific questions about future works for the place. It was recognised that Roebourne Gaol Precinct is a significant and important place for the community. The consensus was the Community would like to see the site re-activated in the near future.

State authorities and the DPLH has keep the City informed throughout the project.

STATUTORY IMPLICATIONS

The Building Order issued for the Roebourne Gaol Precinct was issued in accordance with powers under the *Building Act 2011*.

Places registered on the State Heritage Register are protected by the *Heritage Act 2018*. The DPLH is the authority responsible for administering this Act and will ensure the works are undertaken in accordance with it.

While the City holds the funds for the conservation works and will be the signatory for the contract for these works, the DPLH will administer the contract and the State will remain responsible for management of the Roebourne Gaol Precinct under the *Land Administration Act 1997* unless Council seeks a Management Order.

Tenders for the conservation works 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 are applicable to this matter.

FINANCIAL IMPLICATIONS

The State has allocated grant funds of \$1.5M (Excl. GST) for works to be carried out at the Roebourne Gaol Precinct. The City will administer the grant funds and DPLH will be responsible for the contract administration.

Following the acquittal of Phase One at \$43,080 and additional expenditure related to the project, there is now a grant budget of \$1,453,847 (excl. GST) remaining for Phase Two.

Although the recommended tenderer has submitted a bid within financial allocations, it is proposed that the original scope be reduced to ensure approximately 20% contingency, based on the risk implications with proceeding with the project at this time. Details are contained within the Project Budget confidential attachment.

The Tender Evaluation Panel has recommended providing an increased contingency as a result of a number of considerations including:

- Funding source is fixed;
- Heritage conservation works are complex and typically can involve unforeseen complications;
- The current coronavirus (COVID-19) pandemic may impact labour availability.

The elements to the works to be reduced to achieve a greater contingency relate to the Gaoler's Quarters building only, and include the following:

- Painting
- Minor Carpentry
- Demolition

Noting the status of funding, Officers believe it prudent to nominate the preferred tenderer, set an upper limit in the project value and negotiate the elements of the scope of works to suit.

The State Government as owners of the Roebourne Gaol are responsible for funding this project in its entirety. In accordance with the Grant Agreement between the State Government and the City, the City will not progress with the project should DPLH not agree to the project cost.

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:	2.a.2.2 3.e.2.2 4.d.2.2	Tourism Engagement and Promotion Heritage Sites Management Government and Industry Advocacy
Projects/Actions:	2.a.2.2.1	Implement Destination Management Plan

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	Low	Existing asbestos on site is considered stable and inert. Appropriated Licences to remove asbestos containing materials will be in accordance with City and WorkSafe WA requirements.
Financial	Low	Works are to be fully funded by the State Government and or DPLH.
Service Interruption	Moderate	COVID-19 and cyclone season. In the event of impact project timeline may be extended.
Environment	Low	Noise output and dust pollution throughout construction, will be managed by the contractor.
Reputation	Low	An upgrade to this aged asset is likely to deliver positive reputational impact for Council and DPLH and provide potential for tourism activation.
Compliance	Moderate	Building Order works potentially not fully addressed by the proposed Contract. Any outstanding work associated with the Building Order will be tendered by DPLH with a new building contract in 2020/2021.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

The City has previously constructed heritage projects within Roebourne and Cossack, and has regularly tendered for contractors to construct works for City facilities.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to DEFER consideration of RFT 22-19/20 Roebourne Gaol Precinct Conservation Works until the outcome of the full funding application by DPLH is known.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to PROPOSE that all tenders be declined.

CONCLUSION

The tender evaluation for the Roebourne Gaol Precinct Conservation Works has been completed. The Evaluation Panel believes that the recommended tenderer has the capacity to deliver the conservation works with the standards expected by the DPLH and the City, and provides the most advantageous outcome for the project, subject to any satisfactory contract negotiations and resultant amendments. Noting the status of funding, Officers believe it may be prudent to nominate the preferred tenderer, set an upper limit in value and negotiate the elements of the design to suit.

OFFICER'S RECOMMENDATION

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

1. **NOMINATE** Colgan Industries ABN 15 081 033 847 as the preferred tenderer based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 22-19/20 Roebourne Gaol Precinct Conservation Works;
2. **NOTE** that the Department of Planning, Lands & Heritage (DPLH) will undertake further discussions with Colgan Industries on considerations for a reduced scope related to its tender submission as detailed in the evaluation report;
3. **SET** an upper limit of \$1,250,000 allowing for contingencies for contracted works following the negotiation process, noting that expenditure up to \$1,453,847 (excl. GST) is fully funded by DPLH;
4. **EXECUTE** a contract with Colgan Industries subject to satisfactory resolution of 2 and 3 above;
5. **NOTE** that if the contract is not executed with Colgan Industries, DPLH will undertake discussions with the second preferred tenderer on considerations for a reduced scope related to its tender submission;
6. **AWARD** the tender offered under RFT 22-19/20 Roebourne Gaol Precinct Conservation Works to the second preferred tenderer, as provided within the confidential evaluation report, subject to satisfactory outcome of the discussions referred to in 5 above; and
7. **EXECUTE** a contract with the second preferred tenderer with an upper limit of \$1,250,000 allowing for contingencies for contracted works following the negotiation process, noting that expenditure up to \$1,453,847 (excl. GST) is fully funded by DPLH.

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 April 2020.

VOTING REQUIREMENTS

Simple Majority.

OFFICER'S RECOMMENDATION

That Council note the following information items:

- 14.1 Register of Documents Stamped with the City's Common Seal
- 14.2 Record of Tenders Awarded under Delegation
- 14.3 Concession on Fees for Council Facilities
- 14.4 Community Services update
- 14.5 Development Services update

**14.1 REGISTER OF DOCUMENTS STAMPED WITH THE CITY OF KARRATHA
COMMON SEAL**

Responsible Officer: Chief Executive Officer

Reporting Author: EA to CEO & Mayor

Disclosure of Interest: Nil

PURPOSE

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

There were none for the month of March 2020.

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: 6 April 2020
Disclosure of Interest: Nil
Attachment(s): Nil

PURPOSE

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

BACKGROUND

Under Delegation 1.1 ‘Tenders & Expressions of Interest’, the Chief Executive Officer is able to award a Tender where the consideration does not exceed \$300,000 (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:	23-19/20	Project Budget:	\$550,000
Tender Title:	Karratha Airport Checked Baggage Screening Equipment		
State-wide Advertising Commenced:	22/01/2020	Tender Closing Date/ Time:	2:00pm 20/02/2020
Scope of Works:	Decommissioning of existing equipment, procurement, delivery, installation, commissioning and training of staff for Checked Baggage Screening Equipment required for a Tier 2 Airport at the Karratha Airport.		
Selection Criteria:	Relevant Experience	10%	
	Methodology	15%	
	Capacity to Deliver	15%	
	Price	60%	
Submissions Received:	Smiths Detection Australia		
Tender Awarded to:	the CEO rejected all tenders on 19/03/2020 on the following basis: there may be potential changes in the airport tier system with only one manufacturer currently producing tier 2 CBS units. To alleviate the need to be stuck with a phased out unit, temporary options have been taken to extend the life of the existing unit.		
Contract Value:	N/A	Date of Award:	N/A
Contract Term:	N/A	Contract Options:	N/A

Tender No:	RFT 07-19/20	Project Budget:	\$370,000
Tender Title:	Wickham Aquatic Centre – Pool Lighting Replacement		
State-wide Advertising Commenced:	25 January 2020	Tender Closing Date/ Time:	2pm (AWST) 28 February 2020
Scope of Works:	The replacement of the existing pool lighting system, some rectifications to general lighting, and replacement of existing site switchboard at the Wickham Aquatic Centre (WAC).		
Selection Criteria:	Product Quality	20 %	
	Relevant Experience	10 %	
	Methodology	10 %	
	Capacity to Deliver	10 %	
	Price	50 %	
Submissions Received:	Coral Coast Electrical		
Tender Awarded to:	NA		
Contract Value:	NA	Date of Award:	NA
Contract Term:	NA	Contract Options:	NA
The sole tenderer's bid was non-conforming. On this basis, the tender was rejected by the CEO on 08/04/2020.			

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: 31 March 2020
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 (inc GST)
REAP	Fee waiver of 2 Family Movie Pass Vouchers to Soroptimist Fee waiver for 2 x \$50 REAP gift vouchers for best dressed prize for Club Soda Event.	\$100.00

14.4 COMMUNITY SERVICES UPDATE

File No: CS.23
Responsible Executive Officer: Director Community Services
Reporting Author: Director Community Services
Date of Report: 3 March 2020
Applicant/Proponent: Nil
Disclosure of Interest: Nil
Attachment(s) Nil

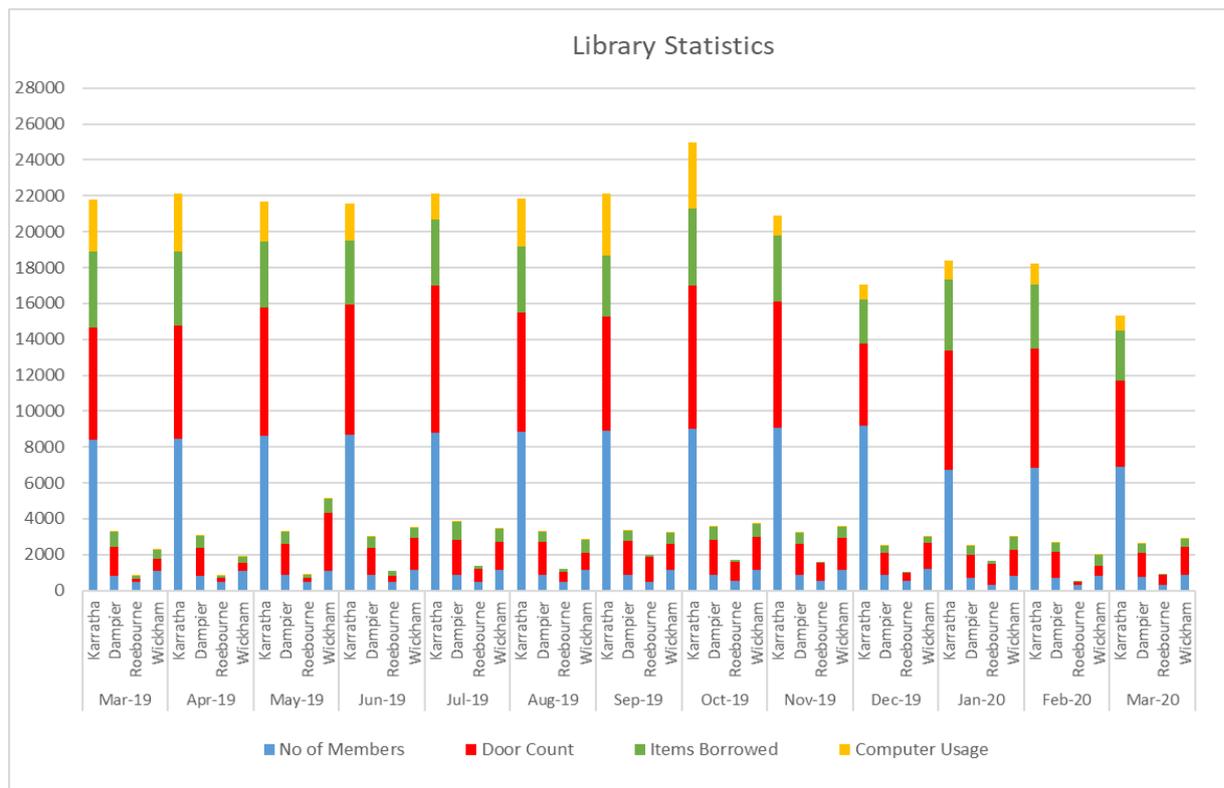
PURPOSE

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

All facilities are now closed due to Covid-19

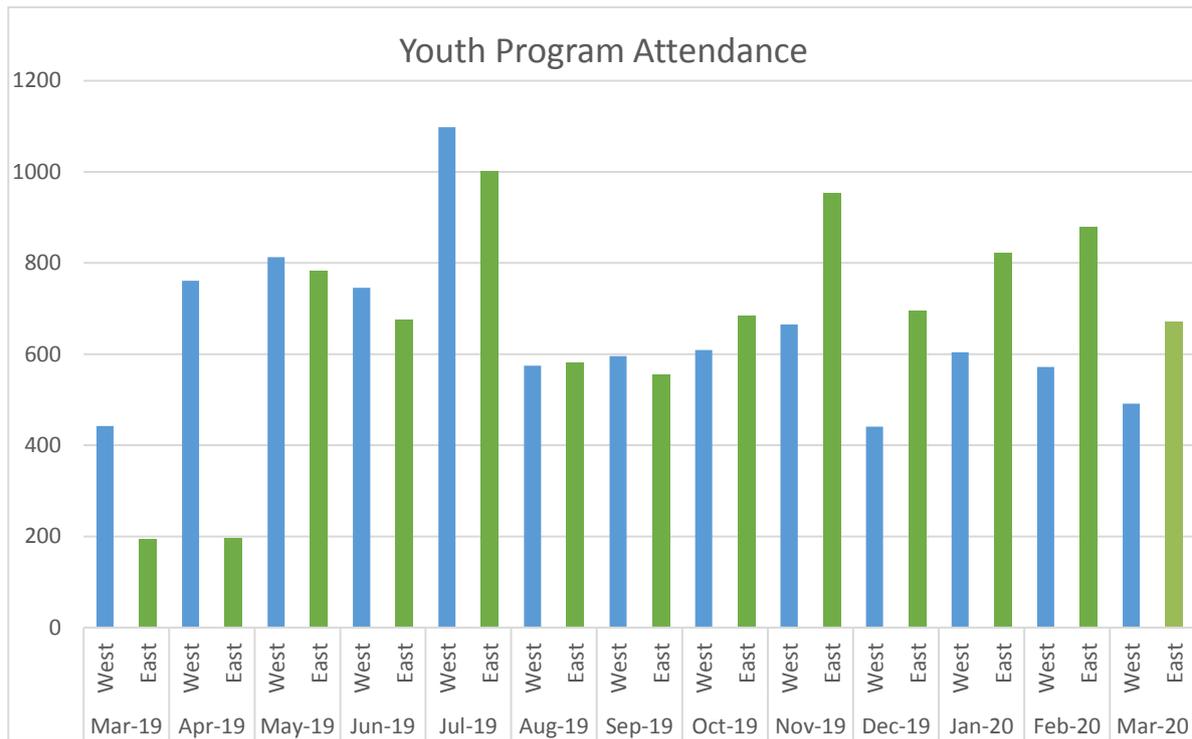
1. COMMUNITY PROGRAMS

1.1 Library Services



- Library Services moved towards an online model and varied format to continue to provide a service to the community.
- Promotions for services mainly through Facebook Libraries Group. Followers increased by 14% in 1 week.
- Virtual Story Time and Rhyme Time delivered through the Libraries Facebook Group.
- Online memberships includes 191 members and 12 new sign ups since closure.

1.2 Youth Services



Have switched to online programming.

Western Corridor

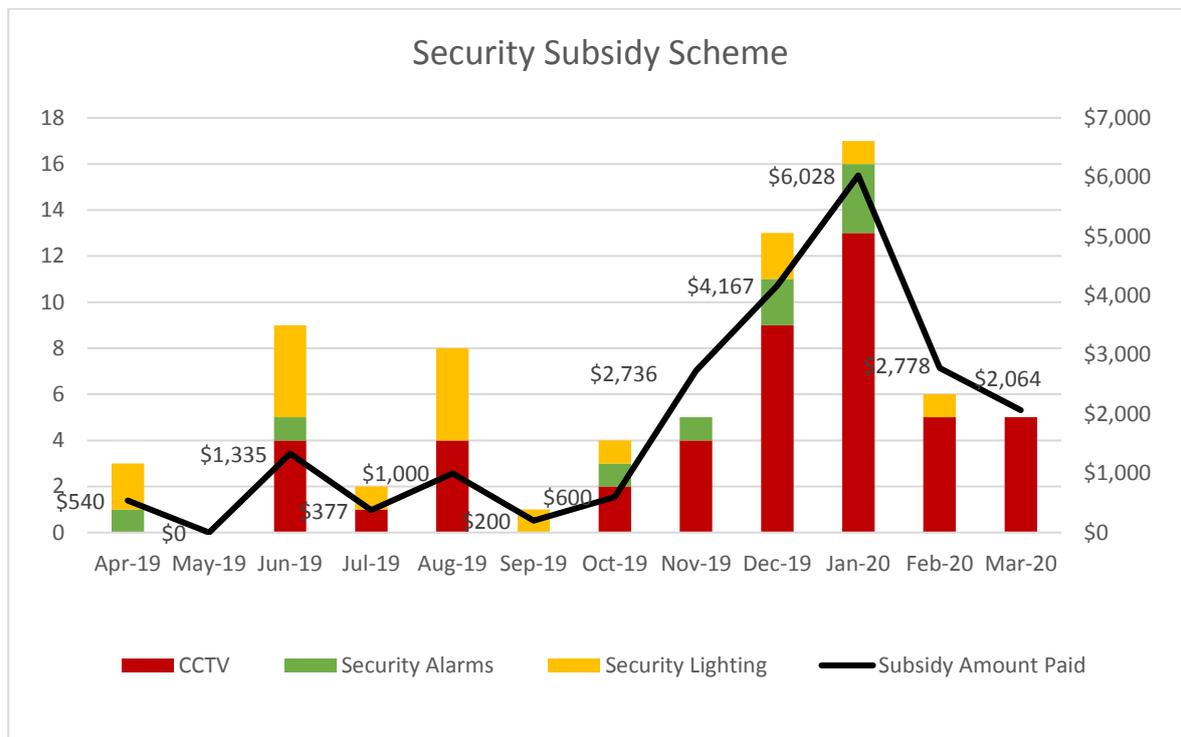
- Western Corridor ran 10 programs this March with Saturday Late Night being introduced. Numbers for this program started out very low but sky rocketed when City Hoops was cancelled.
- Sunday drop-ins have tripled this month in comparison to February.
- Aboriginal and Torres Strait Islander young people make up 82.68 of the total attendees.

Eastern Corridor

- 14 Programs ran in Wickham this March.
- Fewer numbers due to COVID-19 closure but still seeing over double the youth from March 2019.
- 86% of youth attending The Base this month were of Aboriginal or Torres Strait Island decent.

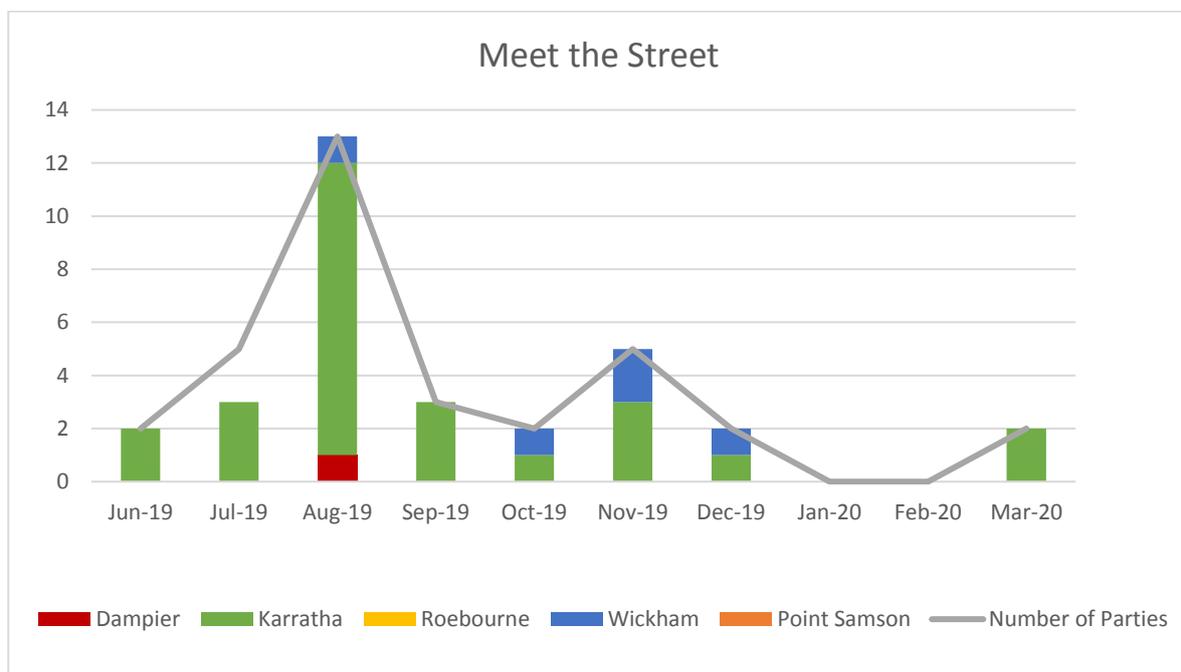
1.4 Liveability

Security Subsidy Scheme



- Number of properties and installation of security products remained static on the previous month. Total subsidy paid is \$21,825, which translates to a spend of \$93,618 with local suppliers.

Meet the Street 2019/20

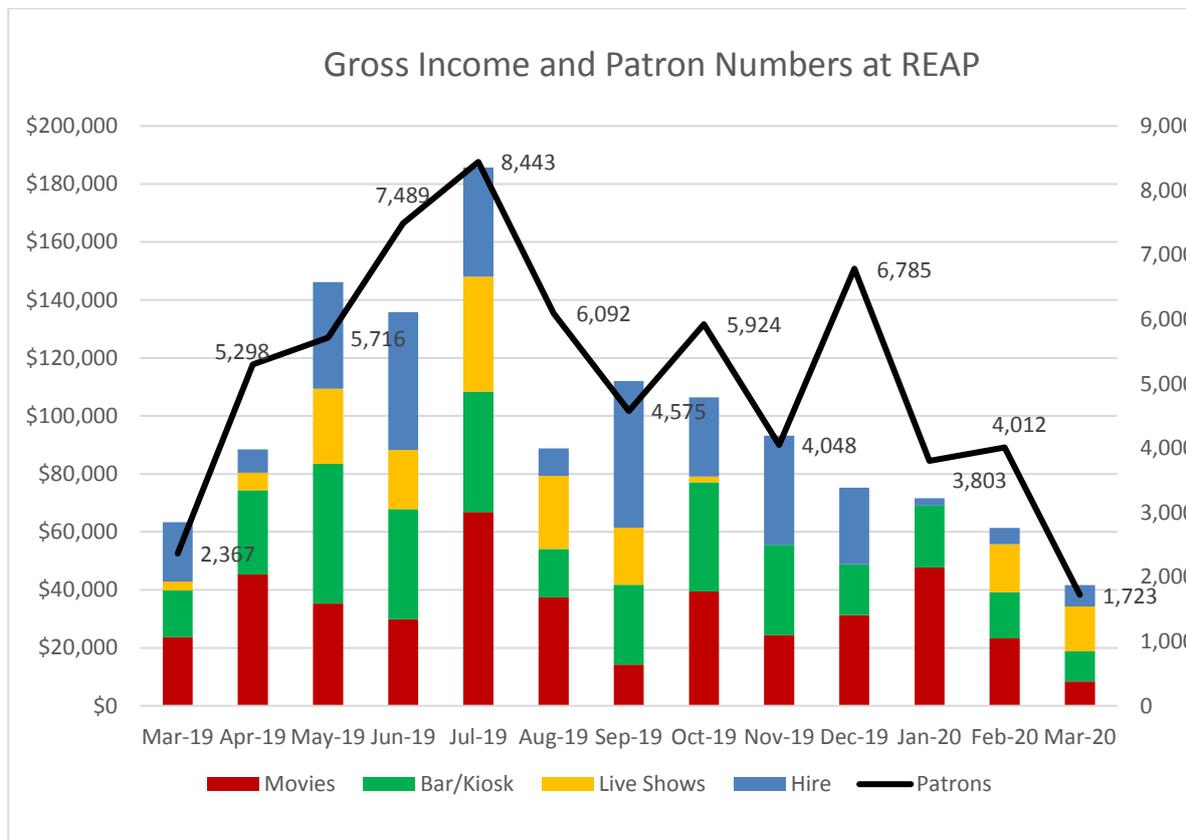


- Two Meet the Street events were held in March. One of the streets had recently had an influx of new residents, with one of these organising the event.

2 COMMUNITY FACILITIES

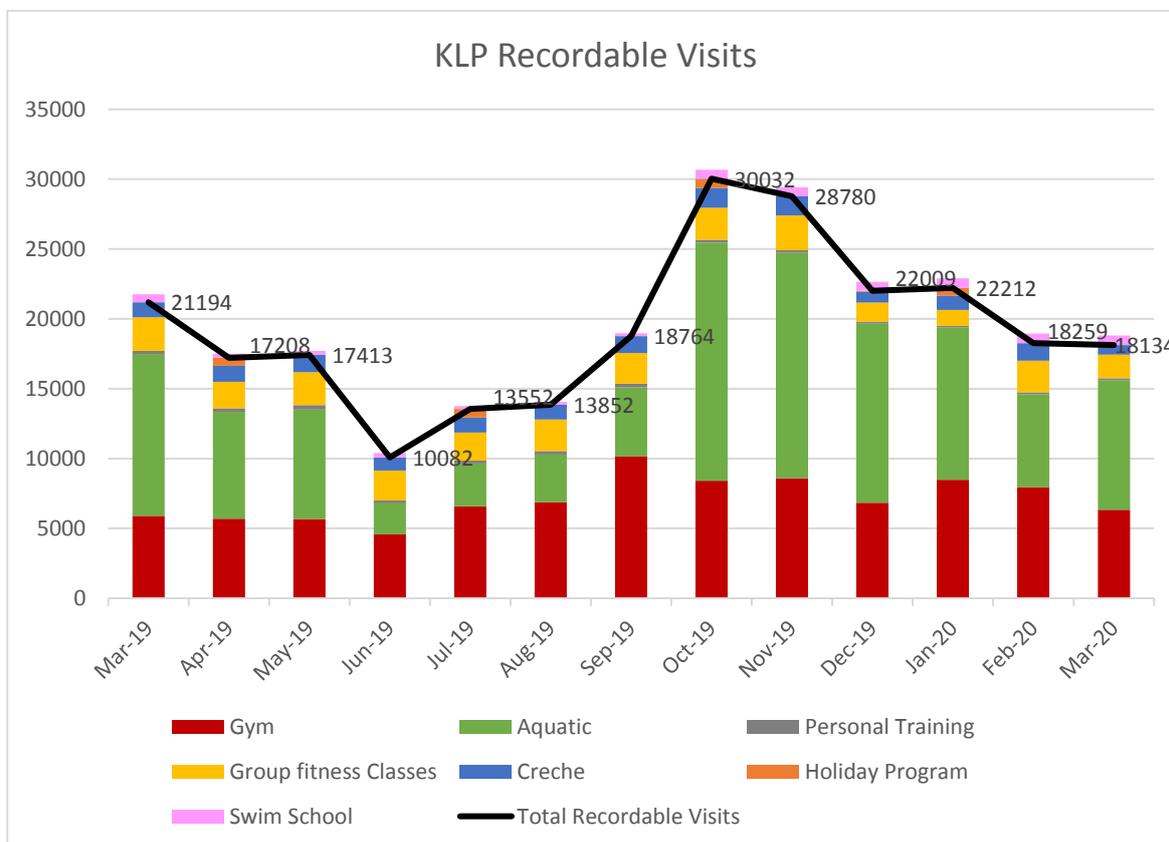
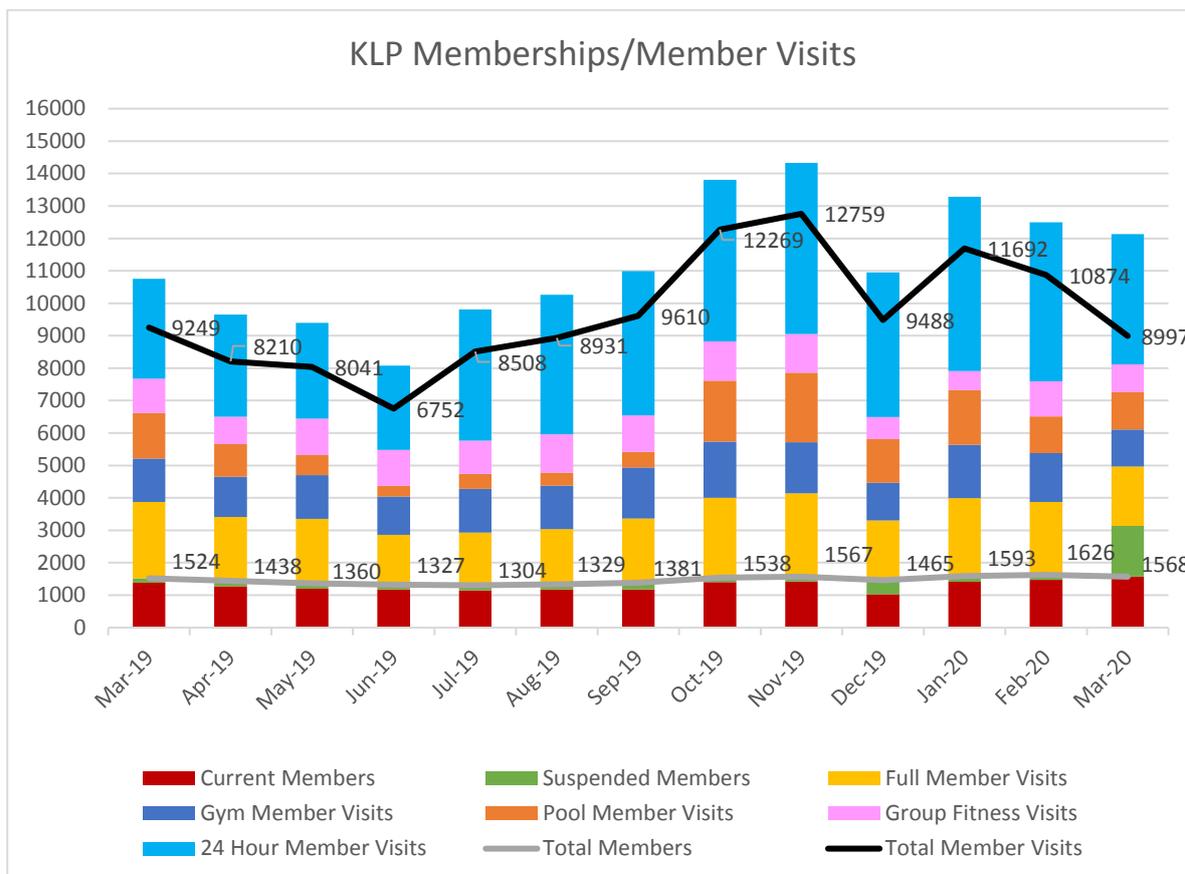
All numbers are reduced due to Covid-19 shutdown of facilities.

2.1 Red Earth Arts Precinct

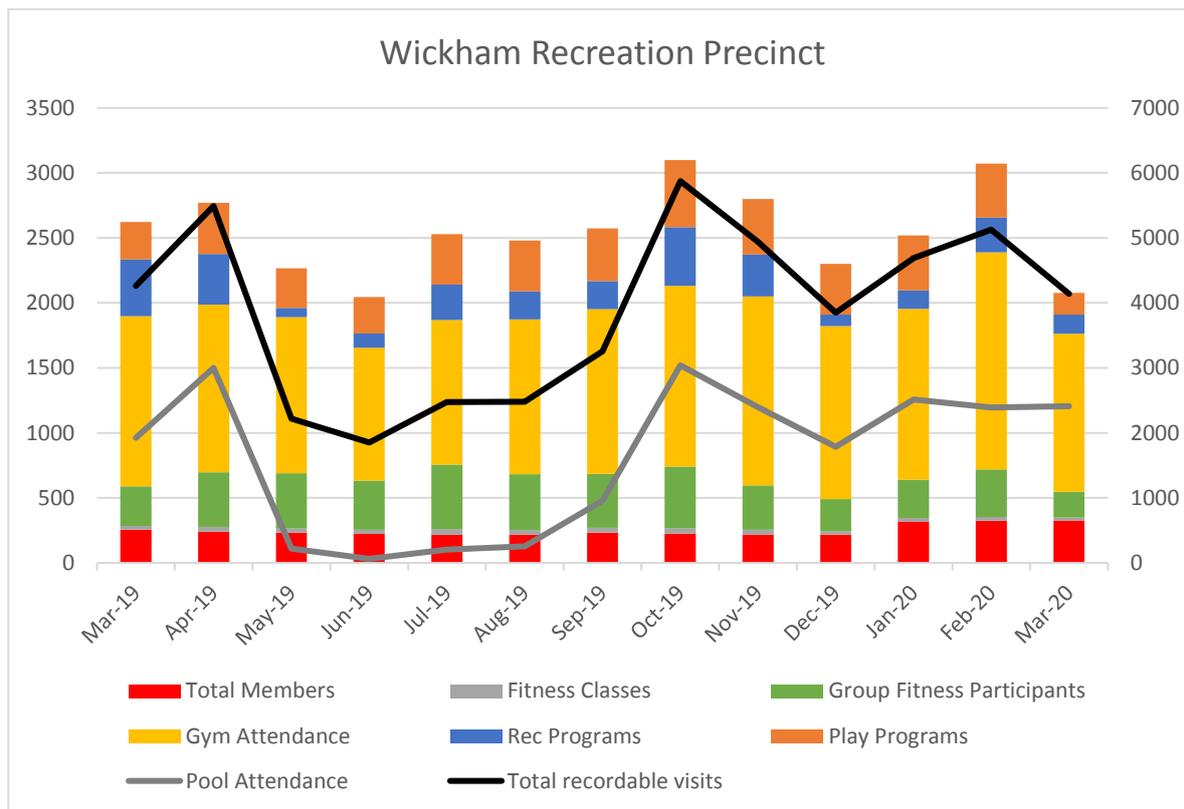


- March delivered 14 movies with total patron attendance of 633, averaging 45 patron attendance per movie.
- Low attendance statistics were due to the evolving situation of Covid-19 and the beginning of the Australian Government social distancing measures.
- Venue hire bookings included 12 local hires
- March welcomed the Red Earth Arts Precinct’s second live Performance, Club Soda with a Banquet set-up on the Theatre flat floor.

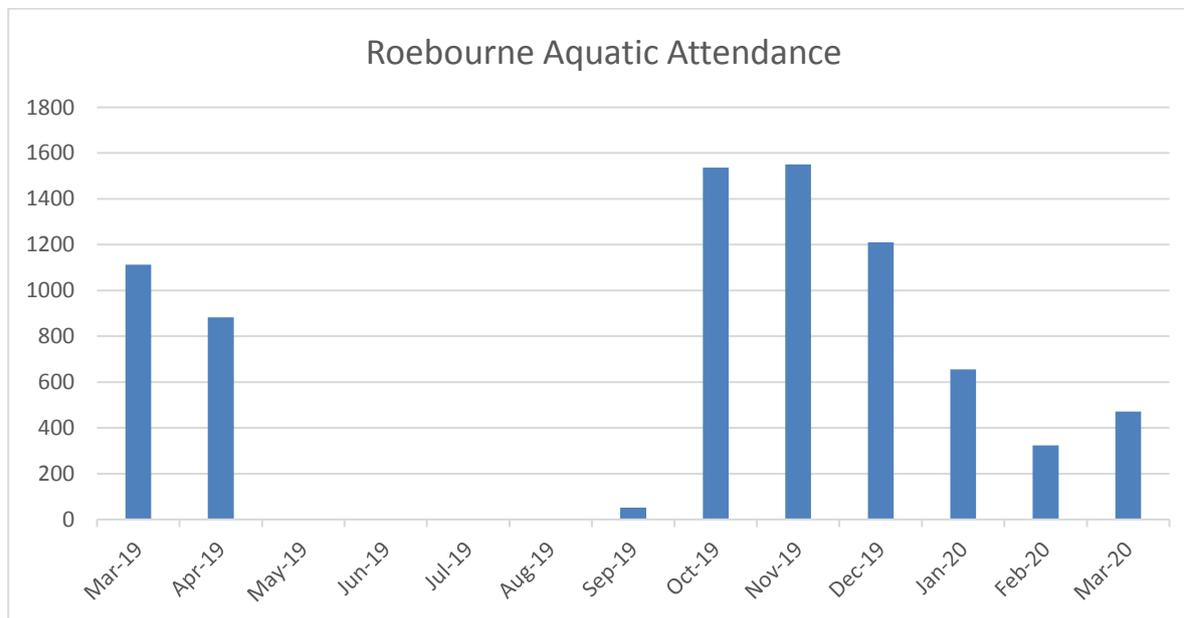
2.2 Karratha Leisureplex



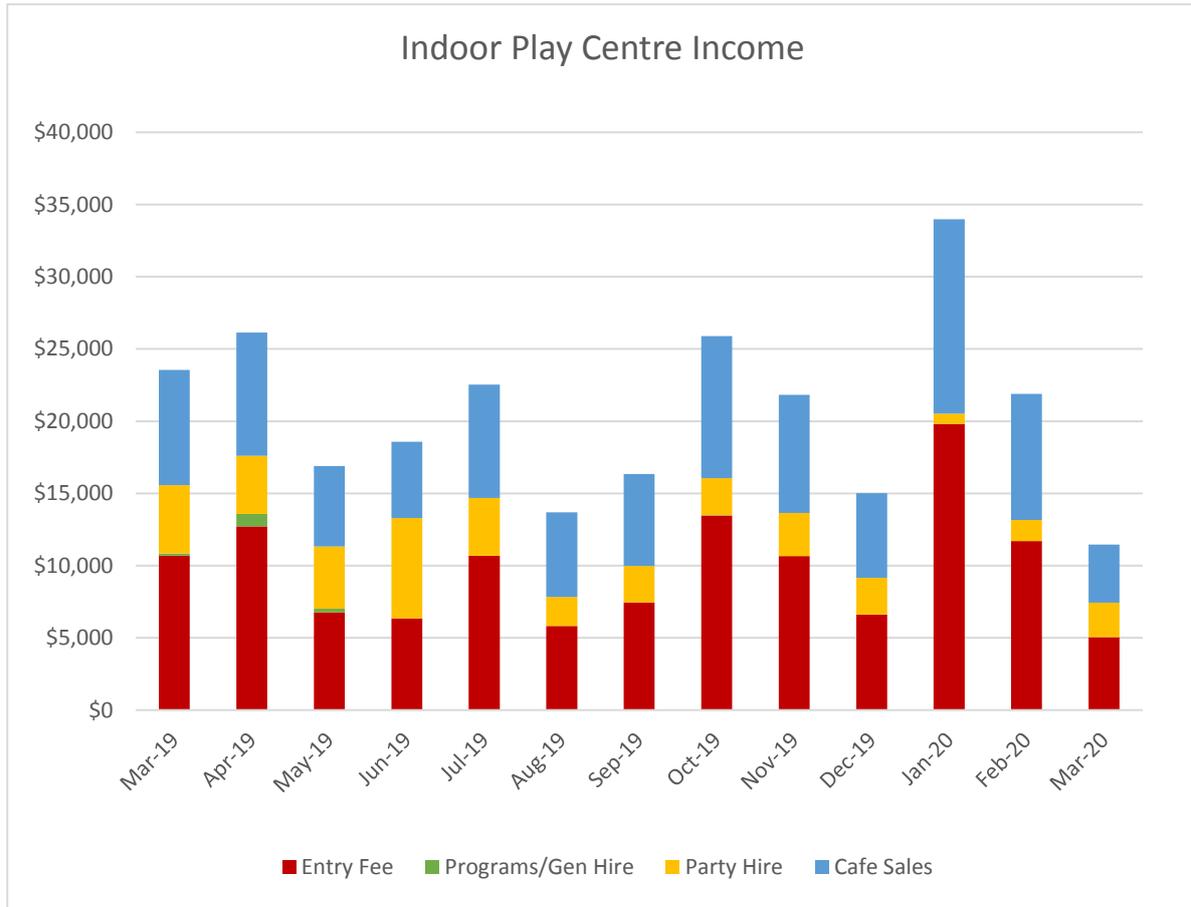
2.3 Wickham Recreation Precinct



2.4 Roebourne Aquatic Centre



2.5 Indoor Play Centre



14.5 DEVELOPMENT SERVICES UPDATE

File No:	LE.245; LE.288; GR.27; TA/1/1; ED.1
Responsible Executive Officer:	Director Development Services
Reporting Author:	Director Development Services
Date of Report:	31 March 2020
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 27/02/2020 to 30/03/2020 (23 business days).

- There were 61 afterhours calls received for this period, of which 41 required an immediate response.
- Rangers conducted a record 800 inspections in this reporting period. This comprised a high number of abandoned trolleys, unsightly properties and the monitoring and enforcement action taken in the prevention of illegal access in the City's Drainage Reserves.
- Environmental Health have had an increase in COVID-19 enquiries that have required further investigation to ensure the right information was provided.
- Businesses in Karratha have been impacted by the forced closures and disruptions to normal operating practices. Officers have been going out on site and performing informal inspections during this time to make sure they are complying with core Food Safety and also educate them on the changes implemented. This has mainly been in regards to food and aquatic facilities. Some of them have closed completely in the hope they can re-open.
- Higher number of building permits for Alterations & Additions, Outbuildings and Private Swimming Pool Inspections due to cyclone repairs.
- Private Certification of Pharmacy Help fit out and Fiorita refurbishment. Occupancy Permits for Hungry Jacks and Liberty service station.
- Initial compliance letters for KIE Cell 9 landowners sent 17 March.

- Direction Notices Active:	4	(KIE = 4)
- Within 65 day notice period	4	
- Expired and in Court process	0	
- Direction notice complied	0	
- There are 19 active projects of which 12 are on target, 6 are within tolerance and 1 requires attention.

Rangers Statistics 2020														Rangers Statistics 2019													
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD	TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
Inspections/reinspections/audits																											
Activities on City Properties	3	33	96										132	211	11	4	7	7	33	37	10	7	47	4	5	39	
Abandoned vehicles	23	27	40										90	270	18	21	34	32	30	23	17	10	16	20	22	27	
Animal (dogs/etc)	119	123	153										395	1893	91	123	160	161	153	161	292	178	145	129	130	170	
Cats	32	27	22										81	524	41	42	51	47	39	49	47	28	40	61	39	40	
Camping	0	2	5										7	107	1	1	0	6	14	25	37	8	13	1	1	0	
Cyclone	1	54	2										57	79	3	0	43	19	2	2	0	0	5	3	2	0	
Bushfire Hazard/Permit to burn	1	2	2										5	85	1	0	1	3	6	3	2	3	5	46	4	11	
Litter	32	134	225										391	659	73	80	58	57	67	47	33	18	38	36	66	86	
Parking	29	155	143										327	1307	13	126	162	129	157	111	116	12	119	95	124	143	
Off Road Vehicles	9	25	23										57	126	6	5	19	24	14	7	17	6	11	7	3	7	
Unshightly Properties	1	8	95										104	172	6	5	21	8	11	27	10	2	25	38	10	9	
Monthly total	250	590	806										1646	5433	264	407	556	493	526	492	581	272	464	440	406	532	
Infringements Issued																											
Bushfire	0	0	0										0	18	1	0	0	0	0	0	0	0	0	0	9	8	
Activities on City Properties	0	33	87										120	14	0	0	1	0	4	0	3	0	0	0	0	6	
Animal Environment & Nuisance	0	0	2										2	13	6	0	2	1	1	0	0	1	0	0	1	1	
Animal (dogs/cats/etc)	8	22	22										52	201	6	9	12	15	12	19	34	25	13	12	15	29	
Camping	0	0	0										0	3	0	0	0	0	0	1	0	1	1	0	0	0	
Litter	1	1	0										2	35	6	1	4	4	7	1	4	1	1	2	2	2	
Parking	20	52	51										123	432	9	38	38	31	43	28	33	6	78	37	41	50	
Monthly total	29	108	162										299	716	28	48	57	51	67	49	74	34	93	51	68	96	
Infringements																											
Value of Infringements Paid to Date	10678	9153	18193										38024	796814	10534	19560	29792	39505	58009	66776	74816	81089	91499	101890	106603	116740	
Infringements withdrawn	0	20	5										25	65	3	4	2	6	2	5	15	4	3	6	9	6	
Impounded Dogs																											
Central	13	17	11										41	144	6	8	3	12	16	10	14	18	10	17	9	21	
East	10	4	1										15	103	12	9	9	3	3	10	3	21	12	11	6	4	
West	15	15	22										52	179	16	11	17	19	14	9	19	18	13	12	15	16	
Monthly total	38	36	34										108	426	34	28	29	34	33	29	36	57	35	40	30	41	
Released to Owner	21	17	17										55	201	10	13	15	16	19	12	21	25	11	20	19	20	
Rehomed to SAFE	8	7	10										25	109	13	4	8	8	5	10	4	13	13	13	8	10	
In pound at present	1	6	6										13	54	6	1	2	7	4	3	7	6	6	6	2	4	
Holding pending court cases	0	0	0										0	3	0	1	2	0	0	0	0	0	0	0	0	0	
Deceased	0	0	0										0	2	0	0	0	0	0	0	0	1	0	1	0	0	
Euthanised	8	6	1										15	58	5	9	2	3	5	4	4	13	5	0	1	7	
Monthly total	38	36	34										108	427	34	28	29	34	33	29	36	58	35	40	30	41	
Impounded Cats																											
Central	10	3	12										25	140	13	17	12	14	10	18	8	7	13	9	10	9	
East	24	2	1										27	115	24	15	11	6	5	9	4	3	12	14	4	8	
West	3	4	10										17	121	4	3	18	11	16	16	19	2	6	14	6	6	
Monthly total	37	9	23										69	376	41	35	41	31	31	43	31	12	31	37	20	23	
Released to Owner	1	1	2										4	34	0	2	26	0	0	0	1	0	2	1	1	1	
Rehomed to SAFE	20	2	4										26	111	22	16	14	9	5	14	6	2	8	5	5	5	
In pound at present	1	1	0										2	13	4	1	0	2	0	1	0	1	0	1	1	2	
Euthanised	15	5	17										37	208	14	16	1	18	26	28	24	7	19	27	13	15	
Deceased	0	0	0										0	9	1	1	0	2	0	0	0	2	2	1	0	0	
Monthly total	37	9	23										69	375	41	36	41	31	31	43	31	12	31	35	20	23	

Environmental Health Statistics 2020													
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Inspections/reinspections/audits													
Food premises inspection/reinspection	3	1	8										12
Lodging house inspection	0	0	0										0
Camping/caravan park inspection	0	0	0										0
Public building inspection	0	0	0										0
Swimming pool inspection	0	0	0										0
Hairdressers inspection	0	1	0										1
Beauty therapy/skin penetration inspection	2	1	0										3
Septic tank inspections	0	0	0										0
Closed premises	9	2	1										12
Monthly total	14	5	9	0	28								
Health nuisances/complaints investigated													
Air Quality	7	2	3										12
Building & Accommodation	0	9	3										12
Water & Waste Water	6	7	5										18
Food Safety	5	3	2										10
Noise Pollution	8	15	13										36
Public Health	5	7	17										29
Refuse & Litter	2	8	3										13
Skin Penetration	0	1	3										4
Stallholders & Traders	0	0	0										0
Monthly total	33	52	49	0	134								
Notifiable infectious diseases													
Ross River Virus (RRV)	0	1	0										1
Barmah Forest Virus (BHV)	0	1	0										1
Salmonellosis	5	2	2										9
Campylobacteriosis	2	1	1										4
Cryptosporidiosis	0	2	4										6
Other	1	1	0										2
Monthly total	8	8	7	0	23								
Other health													
Assess development applications	1	6	8										15
Assess building applications	0	0	0										0
Respond to swimming pool positive detections	0	0	1										1
Healthy dog day	0	0	1										1
Chicken bleeding	2	2	2										6
Infringements issued	0	0	0										0
Approvals & Compliance - applications & enquiries	7	10	14										31
Monthly total	10	8	12	0	30								

Environmental Health Statistics 2019												
TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Inspections/reinspections/audits												
182	6	15	15	10	40	18	23	22	17	3	4	9
28	1	0	0	0	14	1	5	6	1	0	0	0
9	0	0	0	0	4	2	1	0	0	1	0	1
41	0	0	1	0	8	10	4	11	7	0	0	0
17	0	0	0	0	0	0	0	0	0	0	0	17
9	0	2	0	0	0	0	0	0	2	0	1	4
11	0	0	0	1	1	0	1	3	1	1	1	2
18	1	1	1	4	0	0	2	2	4	3	0	0
45	6	10	0	3	2	1	3	3	3	5	0	9
360	14	28	17	18	69	32	39	47	35	13	6	42
Health nuisances/complaints investigated												
42	2	0	6	3	4	7	4	7	5	2	2	0
23	4	1	1	2	0	0	4	4	2	1	3	1
20	0	0	1	3	0	2	2	1	4	2	5	0
32	1	0	4	8	2	2	2	1	1	3	7	1
89	6	3	6	10	2	7	17	5	13	6	8	6
72	4	6	3	11	5	2	3	7	17	4	8	2
21	4	2	1	3	0	0	2	3	3	1	1	1
24	2	0	9	0	3	3	2	0	3	1	1	0
80	2	6	6	7	6	12	9	8	8	6	4	6
403	25	18	37	47	22	35	45	36	56	26	39	17
Notifiable infectious diseases												
13	1	0	0	0	1	0	7	1	1	1	0	1
0	0	0	0	0	0	0	0	0	0	0	0	0
45	1	1	26	4	2	1	1	0	0	6	3	0
30	1	1	1	2	6	1	0	1	0	4	6	7
1	0	0	0	0	0	0	0	0	0	1	0	0
10	2	0	1	0	1	0	1	2	0	0	1	2
99	5	2	28	6	10	2	9	4	1	12	10	10
Other health												
145	4	6	12	18	16	7	20	9	19	12	10	12
0	0	0	0	0	0	0	0	0	0	0	0	0
9	2	0	2	4	1	0	0	0	0	0	0	0
5	0	1	0	0	1	0	0	2	0	0	1	0
26	2	2	2	3	2	2	3	2	1	2	3	2
1	0	0	0	0	0	1	0	0	0	0	0	0
-	-	-	-	-	-	-	-	-	-	-	-	-
186	8	9	16	25	20	10	23	13	20	14	14	14

Building Statistics 2020													Building Statistics 2019													
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD	TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Building Permits																										
Dwellings	1	0	0										1	4	0	0	0	0	0	0	1	0	2	0	1	0
Alterations and Additions	1	2	15										18	13	0	0	0	0	3	1	3	2	2	1	0	1
Swimming Pools and Spas	4	5	7										16	67	1	7	6	8	2	5	7	3	6	4	11	7
Outbuildings (inc. signs and shade)	13	17	22										52	360	21	30	15	14	28	24	45	37	28	19	52	47
Group Development	1	1	0										2	0	0	0	0	0	0	0	0	0	0	0	0	0
Number Sole Occpcy Units/GRP Development	0	0	0										0	0	0	0	0	0	0	0	0	0	0	0	0	0
Commercial	0	2	5										7	44	4	5	2	5	5	3	3	3	6	1	3	4
Monthly total	20	27	49										96	488	26	42	23	27	38	33	59	45	44	25	67	59
Building Approval Certificates & Demolition Certificates																										
Demolition Permits	0	0	0										0	3	0	0	1	0	0	0	0	0	0	0	1	1
BAC's	0	0	2										2	3	1	0	0	1	1	0	0	0	0	0	0	0
BAC Strata	0	0	1										1	2	0	0	0	1	0	1	0	0	0	0	0	0
Monthly total	0	0	3										3	8	1	0	1	2	1	1	0	0	0	0	1	1
Occupancy Permits																										
Occupancy Permits	0	0	3										3	21	3	2	1	1	2	2	3	1	1	2	2	1
OP Strata	0	1	0										1	1	0	0	0	1	0	0	0	0	0	0	0	0
OP Unauthorised	0	0	0										0	1	0	0	0	0	0	0	0	0	0	0	0	1
Monthly total	0	1	3										4	23	3	2	1	2	2	2	3	1	1	2	2	2
Total \$'000 Construction Value	46208	6,801	2,785										55,794	179,636	8,073	6,564	1,126	6,927	6,434	13,308	5,250	1,204	96,574	14,142	17,756	2,278
Applications Processed for Other Councils																										
Shire Of Ashburton	1	1	2										4	55	3	6	0	0	8	2	1	0	29	0	4	2
Shire of Wyndham (East Kimberley)	0	1	0										1	8	0	0	0	2	1	3	2	0	0	0	0	0
Port Hedland	6	9	8										23	95	8	6	8	6	6	6	5	7	10	14	13	6
Monthly total	7	11	10										28	158	11	12	8	8	15	11	8	7	39	14	17	8
Private Certifications Provided																										
Certificate of Design Compliance	0	10	2										12	4	0	0	1	0	2	0	0	1	0	0	0	0
Certificate of Building Compliance	0	3	1										4	3	0	1	1	0	0	1	0	0	0	0	0	0
Certificate of Construction Compliance	0	1	1										2	3	0	0	0	0	0	2	0	0	0	0	1	0
Monthly total	0	14	3										17	10	0	1	2	0	2	3	0	1	0	0	1	0
Total \$'000 Construction Value	0	233	490										723	1337	0	7	403	0	927	0	0	0	0	0	0	0
Private Swimming Pool Inspections (1 every 4 years)																										
Monthly total	26	35	50										111	518	12	54	43	30	86	45	41	47	30	25	59	46

Planning Statistics 2020														Planning Statistics 2019												
CATEGORIES	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	Sep	OCT	NOV	DEC	YTD	TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Lodgement														Lodgement												
Development Applications	8	11	12										31	193	7	9	15	19	20	16	22	11	18	19	18	19
R-Codes Applications	6	5	6										17	94	4	2	10	7	7	5	13	6	12	11	12	5
Land Matters	9	7	7										23	149	11	10	12	30	10	8	12	5	13	7	12	19
Enforcement Matters	8	7	20										35	82	2	15	4	2	2	1	0	12	4	24	4	12
Scheme Amendments	1	0	0										1	3	0	0	2	0	0	1	0	0	0	0	0	0
Monthly total	32	30	45	0	107	521	24	36	43	58	39	31	47	34	47	61	46	55								
Processing														Processing												
Average Number of Days (DA)	22	28	27										26	21	23	15	35	36	14	11	22	15	18	18	22	24
Application Fees	4641	7361	7680										19682	365948	2489	10663	36483	47873	12364	72050	21537	9716	88720	51408	5822	6823
Development Value \$'000	743	1050	1966										3759	586545	475	100187	2600	656	25050	40948	86236	1652	126928	180921	10207	10685

PROJECTS LIST				
PROJECT	CONSULTANT	MOST RECENT ACTION	NEXT ACTION	STATUS
Local Planning Strategy	TBB RFF	The Local Planning Strategy has been approved subject to modifications.	Undertake modifications and refer updated document to WAPC for endorsement.	Within Tolerance
Mulataga Structure Plan	Roberts Day	Public advertising until 22 April.	Report to Council.	On Target
Scheme Amendment 51 (Nickol Bay Hospital)	Nil (internal)	Report to Council prepared.	Council consideration of submissions and Scheme Amendment for final approval.	On Target
40 Mile FMP Implementation	Nil (internal)	Awarded contract to Brida to plant and irrigate tube stock. Requested quotations for bollard installation for duplicated track closure.	Award contract for bollard installation and plant tub stock when weather cools.	On Target
Smoke Free Strategy	Nil (internal)	Community consultation completed.	Commence preparation of draft Strategy.	Within Tolerance
Stall Holder Policy Review	Nil (internal)	Draft revised policy prepared and report to Council prepared.	Public advertising of draft revised policy.	Within Tolerance
Local Biodiversity Strategy	Vicki Long and Associates	Final report submitted to State NRM and closeout contract.	Upon confirmation from State NRM, contract will be completed and Strategy can be refined for Council consideration.	On Target
Environmental Sustainability Strategy	Nil (internal)	Draft document has been sent to marketing team for copywriting and design.	Prepare draft document to present to Council for advertising.	On Target
Hydrogen Study	TBD	Request for Quotation has been issued to 7 consultants.	Review responses and select suitable consultant.	On Target
Business Climate Scorecard	Catalyse	Document has been distributed to local support agencies. Meeting was postponed due to COVID19.	Work with local support agencies to address key areas identified in the scorecard as requiring attention.	Within Tolerance

PROJECTS LIST				
PROJECT	CONSULTANT	MOST RECENT ACTION	NEXT ACTION	STATUS
Victoria Hotel Activation (Ganalili Centre)	RFF	Ganalili Centre Visitor Centre has been closed due to COVID19. Officers have processed the first application for tourism development.	Focus effort on tourism development initiatives and provide funding in line with services agreement.	On Target
EcoHub	Naja & Mann Advisory	Advice received from DPLH in relation to tenure options for the portion of Airport Reserve being sought for EcoHub development.	Work with DPLH to map out options, considerations and next steps to enable development of the land.	Within Tolerance
Island Camping	RPS	Preliminary reports were prepared to inform the scope of works for the environmental and heritage studies. The studies were intended to be a part of the Murujuga Living Knowledge Centre but that is no longer supported by MAC.	Explore opportunities to progress environmental and heritage studies outside of similar work for Murujuga Living Knowledge Centre.	Attention Required
Native Yindjibarndi Plants (Wanggalili)	Kings Park Botanical Gardens	Seedlings are growing under supervision at the City's nursery.	Prepare options to keep seedlings in the City's nursery for another 12 months.	On Target
Economic Development Prospectus	Nil	Work on a draft investment prospectus has commenced.	Finalise investment prospectus.	Within Tolerance
Land Supply Pipeline	Nil (internal)	Received and reviewed similar data prepared by DPLH as part of Draft Karratha Regional land Supply Assessment.	Provide City comments on DPLH draft document.	On Target
OECD Conference	OECD	Conference has been postponed to 2021.	Work with stakeholders to re-initiate planning in Q4 2020.	On Target
Business Bulletin	Nil	The April City of Karratha Business Bulletin has been prepared and has been distributed.	Business Bulletins will be prepared and published on a regular basis.	On Target
Designated Area Migration Agreement (DAMA)	Deloitte	Consultant engaged to provide advice on options available to support local businesses to engage overseas workers.	Finalise report.	On Target

15 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

16 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

17 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

18 MATTERS BEHIND CLOSED DOORS

OFFICER'S RECOMMENDATION

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

CONFIDENTIAL ITEM 18.1 DEBT FUNDING FOR ACQUISITION OF DAMPIER SHOPPING CENTRE

Also included is the following:

ATTACHMENT TO ITEM 13.2 KARRATHA AIRPORT SECURITY SCREENING EQUIPMENT TENDER

ATTACHMENTS TO ITEM 13.3 ROEBOURNE GAOL PRECINCT CONSERVATION WORKS

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, 18 May 2020 at 6:30pm by electronic means.