



## **ORDINARY COUNCIL MEETING**

# **AGENDA**

**NOTICE IS HEREBY GIVEN that an  
Ordinary Meeting of Council will be held  
in Wickham Community Hub  
(Multipurpose Room 2), Wickham  
on Monday, 17 August 2020 at 5.30 pm**

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

**CHRIS ADAMS  
CHIEF EXECUTIVE OFFICER**



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

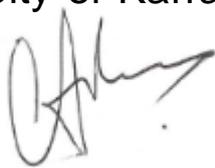
Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee Meeting does so at that persons or legal entity's own risk.

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

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

**WRITTEN CONFIRMATION**

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

Signed:   
**Chris Adams - Chief Executive Officer**

## DECLARATION OF INTERESTS (NOTES FOR YOUR GUIDANCE) (updated 13 March 2000)

A member who has a **Financial Interest** in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest:

- (a) In a written notice given to the Chief Executive Officer before the Meeting or;
- (b) At the Meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- (c) Preside at the part of the Meeting, relating to the matter or;
- (d) Participate in, or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

### NOTES ON FINANCIAL INTEREST (FOR YOUR GUIDANCE)

The following notes are a basic guide for Councillors when they are considering whether they have a **Financial Interest** in a matter. I intend to include these notes in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measure in money terms. There are exceptions in the *Local Government Act 1995* but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:
  - 6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the *Local Government Act*; or
  - 6.2 Where the Minister allows the Councillor to participate under s5.69 (3) of the *Local Government Act*, with or without conditions.

### INTERESTS AFFECTING IMPARTIALITY

**DEFINITION:** *An interest that would give rise to a reasonable belief that the impartiality of the person having the interest would be adversely affected, but does not include an interest as referred to in Section 5.60 of the 'Act'.*

A member who has an **Interest Affecting Impartiality** in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest;

- (a) in a written notice given to the Chief Executive Officer before the Meeting; or
- (b) at the Meeting, immediately before the matter is discussed.

### IMPACT OF AN IMPARTIALITY CLOSURE

There are very different outcomes resulting from disclosing an interest affecting impartiality compared to that of a financial interest. With the declaration of a financial interest, an elected member leaves the room and does not vote.

With the declaration of this new type of interest, the elected member stays in the room, participates in the debate and votes. In effect then, following disclosure of an interest affecting impartiality, the member's involvement in the Meeting continues as if no interest existed.



# TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	OFFICIAL OPENING .....	5
2	PUBLIC QUESTION TIME.....	5
3	RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE PREVIOUSLY APPROVED.....	5
4	REQUESTS FOR LEAVE OF ABSENCE .....	6
5	DECLARATIONS OF INTEREST .....	6
6	PETITIONS/DEPUTATIONS/PRESENTATIONS.....	6
7	CONFIRMATION OF MINUTES AND BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETINGS .....	6
8	ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION .....	7
9	EXECUTIVE SERVICES.....	9
9.1	PROPOSED CITY HOUSING INVESTMENT PROGRAM .....	9
9.2	COVID-19 SMALL BUSINESS SUPPORT INITIATIVES - TRANCHE 2 IMPLEMENTATION.....	21
10	CORPORATE SERVICES .....	27
10.1	FINANCIAL STATEMENT FOR PERIOD ENDED 30 JUNE 2020.....	27
10.2	LIST OF ACCOUNTS – 30 JUNE 2020 TO 27 JULY 2020 .....	53
10.3	EMERGENCY PROCUREMENT FOR TC DAMIEN RECOVERY.....	81
10.4	POLICY REVIEW - CG-10 EXECUTION OF DOCUMENTS.....	89
10.5	CG-17 ATTENDANCE AT EVENTS POLICY .....	93
10.6	RFT 01-19/20 BROADBAND WIRELESS NETWORK UPGRADE – PHASE 2.....	97
10.7	REVIEW OF THE CITY’S STRATEGIC COMMUNITY PLAN, CORPORATE BUSINESS PLAN AND OPERATIONAL PLAN .....	101
11	COMMUNITY SERVICES.....	107
12	DEVELOPMENT SERVICES.....	109
12.1	PROPOSED SMALL BAR AT LOT 1132 (NO.12) HEDLAND PLACE, KARRATHA.....	109
12.2	STALLHOLDER AND STREET TRADING POLICY REVIEW.....	117
12.3	REVIEW OF PARKING AND PARKING FACILITIES LOCAL LAW .....	127

<b>13</b>	<b>STRATEGIC PROJECTS &amp; INFRASTRUCTURE .....</b>	<b>131</b>
<b>13.1</b>	<b>KARRATHA GOLF COURSE SUPERINTENDENT CONTRACT.....</b>	<b>131</b>
<b>13.2</b>	<b>NORTH WEST RECYCLING SPONSORSHIP PROPOSAL.....</b>	<b>135</b>
<b>14</b>	<b>ITEMS FOR INFORMATION ONLY.....</b>	<b>141</b>
<b>14.1</b>	<b>REGISTER OF DOCUMENTS STAMPED WITH THE CITY OF KARRATHA COMMON SEAL.....</b>	<b>142</b>
<b>14.2</b>	<b>COMMUNITY SERVICES UPDATE.....</b>	<b>143</b>
<b>14.3</b>	<b>DEVELOPMENT SERVICES UPDATE .....</b>	<b>149</b>
<b>15</b>	<b>MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....</b>	<b>159</b>
<b>16</b>	<b>QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN .....</b>	<b>159</b>
<b>17</b>	<b>URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION.....</b>	<b>159</b>
<b>18</b>	<b>MATTERS BEHIND CLOSED DOORS .....</b>	<b>161</b>
	<b>CONFIDENTIAL ATTACHMENTS TO 9.1 PROPOSED CITY HOUSING INVESTMENT PROGRAM .....</b>	<b>161</b>
	<b>CONFIDENTIAL ATTACHMENT TO 9.2 COVID-19 SMALL BUSINESS SUPPORT INITIATIVES - TRANCHE 2 IMPLEMENTATION .....</b>	<b>161</b>
	<b>CONFIDENTIAL ATTACHMENT TO ITEM 13.1 KARRATHA GOLF COURSE SUPERINTENDENT CONTRACT.....</b>	<b>161</b>
	<b>CONFIDENTIAL ATTACHMENT TO ITEM 10.6 RFT 01-19/20 BROADBAND WIRELESS NETWORK UPGRADE – PHASE 2 .....</b>	<b>161</b>
<b>19</b>	<b>CLOSURE &amp; DATE OF NEXT MEETING .....</b>	<b>163</b>

# **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:**

**Members of Public:**

**Members of Media:**

**4 REQUESTS FOR LEAVE OF ABSENCE**

**5 DECLARATIONS OF INTEREST**

**6 PETITIONS/DEPUTATIONS/PRESENTATIONS**

Mr Brendon Grylls for North West Recycling in relation to agenda item 13.2 North West Recycling Sponsorship Proposal.

**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, 20 July 2020, be confirmed as a true and correct record of proceedings.

## 8 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

01/07/2020	- State Council Board Meeting
06/07/2020	- Council Briefing Session
07/07/2020	- Regional performing arts venues meeting with the Hon David Templeman MLA Minister for Culture and the Arts
07/07/2020	- WA State Infrastructure Strategy Pilbara Workshop
13/07/2020	- Council Briefing
14/07/2020	- Safer Communities Partnership Meeting
14/07/2020	- Marlpa Mayaga Composting - Native Nursery Discussion
14/07/2020	- Sundowner with Treasurer; Minister for Finance; Aboriginal Affairs; Lands; Hon Ben Wyatt
15/07/2020	- Breakfast event with Treasurer; Minister for Finance; Aboriginal Affairs; Lands; Hon Ben Wyatt
15/07/2020	- Meeting with Yara
15/07/2020	- Meeting with KAW Engineering
16/07/2020	- Meeting with YACMAC
16/07/2020	- Meeting with KDCCI
17/07/2020	- Meeting with Hon Robin Scott MLC
18/07/2020	- 2020 Cossack Art Awards Gala
19/07/2020	- Clifton Mack Tribute Exhibition
20/07/2020	- Audit & Risk Meeting - Rangelands NRM WA
20/07/2020	- Ordinary Council Meeting
22/07/2020	- KDCCI Business After Hours hosted by Scope Business Imaging Karratha
23/07/2020	- Meeting with Seniors Group
23/07/2020	- Citizenship Ceremony
24/07/2020	- Webinar with Federal Minister for Regional Health, Regional Communications and Local Government, the Hon Mark Coulton MP
27/07/2020	- Meeting with Local Member Kevin Michel MLA
27/07/2020	- Airport Advisory Group meeting
27/07/2020	- Waste Advisory Group meeting
27/07/2020	- Council Briefing Session
28/07/2020	- Meeting with YAC
28/07/2020	- Meeting with BRIDA
29/07/2020	- Meeting with DevelopmentWA Board
30/07/2020	- Bay Village Expansion - Opening tour
31/07/2020	- Meeting with Libby Mettam Shadow Minister for Transport; Ports
31/07/2020	- Rangelands NRM Board Meeting
31/07/2020	- Meeting with Scouts WA



## 9 EXECUTIVE SERVICES

### 9.1 PROPOSED CITY HOUSING INVESTMENT PROGRAM

<b>File No:</b>	<b>ED.37</b>
<b>Responsible Executive Officer:</b>	<b>Chief Executive Officer</b>
<b>Reporting Author:</b>	<b>Director Corporate Services</b>
<b>Date of Report:</b>	<b>13 August 2020</b>
<b>Applicant/Proponent:</b>	<b>Tambrey Nominees Pty Ltd</b> <b>Better Builders WA Pty Ltd</b> <b>Brendon Grylls Group</b> <b>Designfit Group Pty Ltd</b> <b>GBSC Yurra Pty Ltd</b> <b>H&amp;M Tracey Construction Pty Ltd</b> <b>Karratha Construction Pty Ltd</b> <b>Oztopia Holdings Pty Ltd</b> <b>Pindan Contracting Pty Ltd</b> <b>SC Building Company WA</b> <b>Timik Developments Pty Ltd</b> <b>WTC Holdings Pty Ltd</b> <b>Nickol Bay Development Consortium</b> <b>Tambrey Developments Pty Ltd</b> <b>Finbar Group Limited</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>1. Confidential Summary of Shortlisted Responses</b> <b>2. Confidential Evaluation and Recommendation Report</b> <b>3. Confidential GBSC Yurra Proposal and Site Plans</b>

---

#### **PURPOSE**

To provide Council with an update on the City Housing Investment Program Request for Proposals (RFP 29-19/20) which has been on hold owing to the COVID-19 pandemic.

#### **BACKGROUND**

There is currently slightly over 8,500 rateable residential properties within the City of Karratha. This number has been relatively stable for the past five (5) years. Over the past 18 months there has been a significant decrease in the number of properties available to rent and/or buy in the district and rental and purchase prices have been rising. There has been growing concern housing cost will become a significant impediment to sustainable regional development/growth within the City of Karratha like it was during the last construction boom.

#### ***Current Situation***

Less than 1.5% of the total housing stock within the City of Karratha is currently available to rent or buy. This percentage has been close to 7% at various times in in the past 5-6 years. The lack of stock is being driven by growth in local employment (a significant positive), but

with substantial resource related growth on the horizon, housing availability has become a critical issue that requires urgent attention by all relevant stakeholders. Failure to address this matter in the near future will invariably result in a spike in rent/house sale prices. While this is possibly good for investors and homeowners, it is not a sustainable or positive outcome for the City as a whole.

Given this situation, Council considered a proposed Housing Investment Program at its meeting of 18 November 2019 and resolved (in part) to:

1. *NOTE and AGREE with the following statements in relation to residential housing within the City of Karratha:*
  - a) *There is an undersupply of housing stock available to rent and/or buy within the City of Karratha.*
  - b) *Without a significant injection of new dwelling stock, this undersupply of housing is likely to become considerably worse over the coming years.*
  - c) *While various stakeholders are undertaking activities/works to address the undersupply situation, current plans are unlikely to yield a significant additional supply of housing stock in the short term.*
  - d) *The City of Karratha believes that housing shortages are a critical issue for the local community. Given this, the City is willing to consider a significant investment in the development of additional housing stock over the next three (3) years in an attempt to alleviate housing stress in the community, noting that this style of investment is not traditionally a role for local government.*
  - e) *The City's objectives in relation to housing investment would be:*
    - i. *The rapid delivery of additional housing stock to the local market;*
    - ii. *Stimulating the local residential building market;*
    - iii. *Delivering a financial return to Council for its investment that exceeds current long-term bank interest rates;*
    - iv. *Urban renewal of the City of Karratha in accordance with the Karratha – City of the North Plans; and*
    - v. *Partnership with industry, government and local businesses to achieve quality outcomes.*
2. *NOTE that the proposed housing investment program may cost \$20-35M over the next 2-3 years with these investment funds projected to return a positive return on investment over the life of investment.*

In addition to potential roles in advocating, aggregating demand and incentivising development, the proposed investment by the City offered potential to address the significant *supply factors* that are causing a rise in dwelling rental and purchase cost increases.

In order to ascertain interest amongst developers and builders to partner with the City to attempt to address the current and likely future shortfall in housing stock within the district, Council resolved as follows at the December 2019 Ordinary Council Meeting:

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

1. *INVITE proposals from developers and builders to partner with the City to attempt to address the current and likely future shortfall in housing stock within the district on any or all of the following basis:*
  - a) *Build on City land;*
  - b) *Develop on others land;*
  - c) *Partnering;*

- d) *Co-finance;*
- e) *Guarantee.*

2. *ENDORSE the evaluation criteria as follows:*

<i>Criteria</i>	<i>Weighting</i>
<i>The rapid delivery of additional housing stock</i>	<i>25%</i>
<i>Stimulating the local residential building market</i>	<i>25%</i>
<i>Delivering a financial return to Council</i>	<i>20%</i>
<i>Partnership opportunities that achieve quality outcomes</i>	<i>20%</i>
<i>Urban renewal in accordance Karratha – City of the North Plans</i>	<i>10%</i>

The RFP was advertised on 11 December 2019 in the Pilbara News and on 14 December 2019 in the West Australian. It was also circulated to all City Library noticeboards, placed on the Administration Building noticeboard and on the City Website on 11 December 2019.

The advertised deadline for all submissions to be received was 2pm WST, 5 February 2020.

15 proposals were received by the closing date from:

- Tambrey Nominees Pty Ltd
- Better Builders WA Pty Ltd
- Brendon Grylls Group
- Designfit Group Pty Ltd
- GBSC Yurra Pty Ltd (including Lazy Lands proposal - refer Agenda Item 18.1)
- H&M Tracey Construction Pty Ltd
- Karratha Construction Pty Ltd
- Oztopia Holdings Pty Ltd
- Pindan Contracting Pty Ltd
- SC Building Company WA
- Timik Developments Pty Ltd
- WTC Holdings Pty Ltd
- Nickol Bay Development Consortium
- Tambrey Developments Pty Ltd
- Finbar Group Limited

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

- Chief Executive Officer
- Director Corporate Services
- Director Strategic Projects & Infrastructure
- APP Manager Urban Development & Property (independent specialist evaluation).

The proposals were assessed against the weighted qualitative criteria, including how each addressed the following requirements detailed in the RFP:

<p>The rapid delivery of additional housing stock to the local market</p>	<ul style="list-style-type: none"> <li><i>i. Provide a high level summary of the project proposal.</i></li> <li><i>ii. Provide an outline of the proposed option and the reasons for the choice. The City is prepared to consider a range of options including:</i> <ul style="list-style-type: none"> <li><i>a. Build on our land – the City owns some serviced and semi-serviced residential land in Karratha and could construct dwellings on these lots;</i></li> </ul> </li> </ul>
---	---

	<ul style="list-style-type: none"> <li>b. <i>Develop on others land – the City could develop dwellings on land owned by other parties;</i></li> <li>c. <i>Partnering – Council could partner with developers/Government on large scale developments to achieve more dwellings;</i></li> <li>d. <i>Co-finance – Council could offer to co-finance construction of new houses under a ‘shared equity’ style of model to make building more attractive and stimulate new construction; and</i></li> <li>e. <i>Guarantee – Council could act as an underwriter for new product development by providing a guarantee to developers that they would receive a financial return (either through sale or rental).</i></li> <li>iii. <i>Provide a high level project schedule/timeline for the successful delivery of additional housing stock to the local market.</i></li> <li>iv. <i>Provide information that demonstrates that the respondent has sufficient capacity to deliver the project.</i></li> <li>v. <i>Detail any strategic initiatives or innovative technologies that may be implemented in delivering the project.</i></li> </ul>
<p>Stimulating the local residential building market</p>	<ul style="list-style-type: none"> <li>i. <i>Provide a description of the benefits the proposed project brings to the local residential building market including:</i> <ul style="list-style-type: none"> <li>a) <i>opportunities for local suppliers and/or sub-contractors;</i></li> <li>b) <i>projected number of direct and indirect jobs;</i></li> <li>c) <i>estimated value of local content; and</i></li> <li>d) <i>any other benefits.</i></li> </ul> </li> <li>ii. <i>Provide an overview of how the project will:</i> <ul style="list-style-type: none"> <li>a) <i>create economies of scale to reduce the cost of building;</i></li> <li>b) <i>create a sustainable, long-term building and construction industry; and</i></li> <li>c) <i>reinvest profits back into local developments.</i></li> </ul> </li> <li>iii. <i>Provide training and development opportunities for locals.</i></li> </ul>
<p>Delivering a financial return to Council for its investment that exceeds current long-term bank interest rates</p>	<ul style="list-style-type: none"> <li>i. <i>Provide an overview of the commercial principles that underpin the project including:</i> <ul style="list-style-type: none"> <li>a) <i>an indicative budget for the total cost of the project;</i></li> <li>b) <i>an indicative cost per dwelling;</i></li> <li>c) <i>anticipated return on investment (ROI) for the project and the City.</i></li> </ul> </li> <li>ii. <i>Outline the financial structure proposed; and</i></li> <li>iii. <i>Detail the financial risks associated with the proposed structure and strategies to minimise these risks.</i></li> </ul>
<p>Partnership with industry, government and local businesses to achieve quality outcomes</p>	<ul style="list-style-type: none"> <li>i. <i>Provide an overview of how the respondent will partner with industry, government, indigenous groups and/or local businesses to achieve the Project Objectives;</i></li> <li>ii. <i>Provide an explanation of the roles played by the City and the Respondent in the proposed project and a list of other partners and their roles; and</i></li> <li>iii. <i>Outline the proposed legal and commercial structures of the project.</i></li> </ul>
<p>Urban renewal of the City of Karratha in accordance with the Karratha –</p>	<ul style="list-style-type: none"> <li>i. <i>Demonstrate an approach to planning, design and construction that will assist in achieving the Project Objectives and that achieves design outcomes aligned to State Planning Policy 7.0 Design of the Building Environment;</i></li> <li>ii. <i>Demonstrate how the proposal supports efforts to enhance the liveability of Karratha in line with Karratha – City of the North plans and City of Karratha Local Planning Strategy (<a href="https://karratha.wa.gov.au/lps">https://karratha.wa.gov.au/lps</a>);</i></li> </ul>

<p>City of the North Plans</p>	<p>iii. <i>Provide an overview of the proposed dwelling mix including details of projected quantity and types of dwellings proposed and to the extent robust housing design principles are applied to allow for dwellings to change over time; and</i></p> <p>iv. <i>Provide an overview of proposed design and construction that is sensitive to existing environmental and neighbourhood characteristics, including concept sketches of proposed dwelling types, elevations, and site layout.</i></p>
--------------------------------	---

Based on the evaluation, the following five proposals were shortlisted (in no particular order) for further consideration:

Proponent	Proposal Summary
<p>Tambrey Nominees Pty Ltd</p>	<p>Propose to build 93 apartments (1, 2 and 3 bedroom configuration) on their land adjacent to Tambrey Tavern. Proposal is for the proponent to inject the land and the majority of finance required to construct the facility with City providing debt finance for construction costs with the debt being repayable with interest. Tambrey Nominees propose to use local contractors to construct as much as possible.</p>
<p>H&amp;M Tracey Construction Pty Ltd</p>	<p>Propose to construct up to 60 houses over 3 years. Key elements of proposal are:</p> <ul style="list-style-type: none"> <li>• City to provide land for the construction of 3x2 and 4x2 houses.</li> <li>• Proponent to construct dwellings on the land at their cost.</li> <li>• Some properties to be rented (with City guaranteeing minimum rent).</li> <li>• Some properties to be sold with City and Proponent splitting return based on contribution to the specific property (i.e. Land value and construction value).</li> </ul>
<p>Oztopia Holdings Pty Ltd</p>	<p>Propose to construct up to 94 dwellings (in four stages) on City owned land in Gregory Way. Proposal asks City to provide land and act as guarantor on bank loan for stages 1 &amp; 2 of the proposed development. Oztopia plans to engage three local builders to construct the product.</p>
<p>WTC Holdings Pty Ltd</p>	<p>WTC Holdings owns 1371m2 block in the Quarter precinct. WTC is seeking a JV proposal whereby 47 apartments plus 170m2 of commercial space are developed on their site. Development proposed over six levels. WTC propose to contribute the land, management and consulting fees, while the City (and/or NAIF) would fund the remaining development costs. The proposal has been developed in consultation with local builders.</p>
<p>GBSC Yurra Pty Ltd (Lazy Lands proposal)</p>	<p>After publicly seeking submission in January 2019, in August 2019, GBSC Yurra was given an Exclusive Working Period to develop a housing partnership proposal for three City owned properties. This proposal by GBSC Yurra was originally submitted in January 2020 but has subsequently been included as an Appendix to its further submission lodged as part of this RFP. As the proposal is consistent with the objectives of the RFP it has been evaluated as part of the submissions received.</p> <p>The proposal is to construct nine dwellings on three lazy lands lots owned by the City at:</p> <ul style="list-style-type: none"> <li>• Lot 611 Mayo Court, Nickol (5 dwellings)</li> <li>• Lot 602 Pelusey Way, Nickol (2 dwellings)</li> <li>• Lot 612 Boyd Close, Nickol (2 dwellings)</li> </ul> <p>The proposal is for the partners to contribute equity into the construction of the nine dwellings with ownership of the dwellings being aligned to the % of project equity contributed.</p>

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

In order to assess financial models, legal structures, compliance requirements and complete due diligence, Officers met with each of the shortlisted proponents in late February-early March. Following this, a further report was to be provided to Council at the March 2020 OCM, however the Housing Investment Program was put on hold owing to the COVID-19 pandemic. Since that time both the WA and Australian Governments have made announcements that have the potential to positively impact housing affordability:

- Building Bonus grants of \$20,000 are available for people who enter into a contract to build a new home on vacant land or purchase a new home being constructed under a single-tier development on a strata plan or other land survey type.
- HomeBuilder grants provides eligible owner-occupiers with a grant of \$25,000 to build a new home, substantially renovate an existing home or purchase a new home off-the-plan.
- Regional Land Booster package will make land more affordable for development-ready residential lots, including Madigan Estate in Karratha.

Following is an update on recent changes in housing availability in Karratha according to Realestate.com which indicates some, although not significant, positive change:

	<b>21 Oct 2019</b>	<b>21 Nov 2019</b>	<b>18 Feb 2020</b>	<b>11 May 2020</b>	<b>19 Jun 2020</b>	<b>21 July 2020</b>
Houses for Rent	73	66	88	51	43	68
Median Rent	\$550	\$610	\$800	\$688	\$700	\$650
Low Rent	\$195	\$250	\$280	\$200	\$335	\$210
High Rent	\$1,600	\$1,500	\$1,400	\$1,250	\$1,200	\$1,200

As a consequence of the recent Government announcements, it is proposed to put the Housing Investment Program on hold indefinitely with the exception of the GBSC Yurra Lazy Lands proposal which was commenced prior to the Housing Investment Program. This project would provide nine house across three sites in Nickol (refer attached site plans), some of which could be used for essential service workers (doctors and specialist medical staff) as well as City staff.

#### **LEVEL OF SIGNIFICANCE**

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

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

Councillors have received regular updates on the status of development activity at monthly Councillor Briefings. Over the past 12 months Council has had several informal briefings and discussions regarding the status of the housing market and has held discussions about the potential roles and functions the Council could/should take to assisting with 'fixing' the current and likely future housing issues.

Housing specific briefings have been provided at the August – December 2019, and February, March, May, and June 2020 Council Briefing Sessions. Council formally considered the proposed Housing Investment Program at its November 2019, December 2019 and February 2020 OCMs.

## COMMUNITY CONSULTATION

The City has been holding discussions with a range of key stakeholders regarding the problem and potential solutions. Discussions have occurred with:

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

Information sessions were held in Perth and Karratha on 11 December 2019 with an invitation to builders, developers, banking institutions and relevant Government agencies and peak bodies. 32 people attended the Perth session and 26 attended in Karratha.

The proposed Housing Investment program has generated significant community interest. A petition with 2,483 names was received objecting to Council spending money on any proposal brought forward under the proposed Housing Investment Program or on any residential property development. In addition, 31 pro-forma emails were received objecting to the proposed Housing Investment Program.

The City has also received letters of support from the Karratha & Districts Chamber of Commerce and Industry (KDCCI), Empowering People in Communities (EPIC Incorporated), Western Australian Council of Social Service (WACOSS), Karratha Central Health Care, the Department of Communities and Bart Parsons.

Initial results from the 2020 Community Survey indicates that 63.8% of the community rate housing as a high or very high priority and 82.7% rate cost of living as a high or very high priority.

## STATUTORY IMPLICATIONS

Section 3.57 (Tenders for providing goods and services) and s3.59 (Commercial enterprises by local governments) of the *Local Government Act 1995* are relevant to this report. A business plan was developed in 2013 for the Lazy Lands project in accordance with s3.59 of the Act.

Regulation 11(2)(f) of the *Local Government (Functions and General) Regulations 1996* provides that ‘...tenders do not have to be publicly invited according to the requirements of this Division if the local government has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier’. The fact that GBSC Yurra is the only developer that has formally expressed ongoing interest in partnering with the City to develop the Lazy Lands sites, despite both an Expressions of Interest process in 2019 and the RFP process in 2020, suggest that there is good reason to believe that, it is unlikely that there is more than one potential supplier for this development.

Regulation 21 of the *Local Government (Functions and General) Regulations 1996* allows a local government to make a preliminary selection from amongst prospective tenderers, by seeking expressions of interest before inviting tenders. Although not advertised as ‘Expressions of Interest’, the RFP meets all of the statutory requirements of an EOI. This would allow Council to decide which, if any, of the proponents are acceptable tenderers. On this basis it is proposed to invite GBSC Yurra to submit a formal tender to partner with the City to develop the Lazy Lands sites in Nickol.

Alternatively, Council could determine to commence a new RFT process if it wants to proceed with the Lazy Lands proposal without relying on either of the above provisions.

### **POLICY IMPLICATIONS**

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

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

### **FINANCIAL IMPLICATIONS**

The 2020/21 Budget includes \$200,000 for project management services provided by APP Corporation Pty Ltd (APP), however there is no budget allocation for any of the proposals received under the Housing Investment Program.

Details of the likely total development budget (land and building) for the Lazy Lands development are included in the confidential attachments. It is proposed that the City would contribute approximately 89% of the development cost (comprising cash and land) and GBSC Yurra would contribute approximately 11%.

The City's cash contribution can be funded from the Infrastructure Reserve which currently has a balance of \$11.7M. Returns on the development would be commensurate with equity contributions.

### **STRATEGIC IMPLICATIONS**

The City's Vision is to become Australia's Most Liveable Regional City. To achieve this Vision, housing availability must be a key priority. Specifically this item is relevant to the Council's approved Strategic Community Plan 2016-2026 objectives of having a *diverse and balanced community* and a *well-managed and diversified economy*.

Our outcomes:                      1.a.                      Quality community facilities

Our response	1.a.1	A full range of city-standard facilities and community infrastructure provided
Our outcomes:	2.c	Good infrastructure to support business investment
Our response	2.c.1	Serviced land is prepared and available for a variety of enterprise purposes
	2.c.2	Public private partnerships are in place for the development of key infrastructure
Our outcomes:	4.e.	Services that meet community needs
Our response:	4.e.1	Services to our community area are socially responsible and financially sustainable
	4.e.2	Service levels are determined by evidence based analysis of community needs

**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 financial risk in investing in property development however the Lazy Lands development is not considered a significant risk.
Service Interruption	High	Failure to address housing availability in the near future will invariably result in a shortage of labour supply particularly in the service sector.
Environment	N/A	Nil
Reputation	Moderate	Some members of the community (particularly investors) have expressed concern that the proposed Housing Investment Program would impact on investment returns, however this is unlikely to be an issue with small scale of the Lazy Lands development.
Compliance	Moderate	If Council wishes to proceed with the Lazy Lands development without commencing a new RFT process, it could do so on the basis that the previous EOI and RFT processes indicate that it is unlikely that there is more than one potential supplier. However, a tender with GBSC Yurra on the basis that the EOI/RFP meet the statutory requirements of a procurement EOI is considered to present less of a compliance risk.

**IMPACT ON CAPACITY**

APP has been appointed to provide Project Management Services.

**RELEVANT PRECEDENTS**

Council already owns and manages a portfolio of 58 houses that are primarily used for staff housing although several are currently rented on the private rental market.

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

- Purchase of Quarter HQ - \$20M purchase price. 6% ROI (annualised);
- Purchase and Lease of land for development of Quarter Hilton Hotel - \$1 purchase. Commercial lease with \$10M upfront and up to \$20.5 return over 21 years; and
- Purchase and lease back of hanger built by/for Babcock Helicopters - \$3.5M purchase. Commercial rent agreement for nine (9) years.

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

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**

Option 1

As per Officer’s recommendation.

Option 2

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

1. INVITE tenders for the construction of residential dwellings on Lot 602 Pelusey Street Nickol, Lot 611 Mayo Court Nickol and Lot 612 Boyd Close Nickol; and
2. ENDORSE the following evaluation criteria:

Selection Criteria	Weighting
Price	80%
Methodology	10%
Relevant Experience	10%

Option 2

That Council NOT PROCEED further with any of the proposals from developers and builders to partner with the City to attempt to address the shortfall in housing stock within the district and instead continue to focus its efforts on advocating that the State Government, lending institutions and major, local resource sector interests play a more active role in addressing the current market failure that is occurring in the housing sector.

**CONCLUSION**

Following the shortlisting of five proposals for more detailed consideration, the Housing Investment Program was put on hold owing to the COVID-19 pandemic. Since that time both the WA and Australian Governments have made announcements that have the potential to positively impact housing affordability. Consequently it is proposed to put the Housing Investment Program on hold indefinitely with the exception of the GBSC Yurra Lazy Lands proposal which was commenced prior to the Housing Investment Program. This project would provide nine house, some of which could be used for essential service workers (doctors and specialist medical staff) as well as City staff.

**OFFICER’S RECOMMENDATION**

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

1. INVITE GBSC Yurra Pty Ltd to tender to partner with the City to construct nine residential dwellings on the following lazy lands lots owned by the City:
  - Lot 611 Mayo Court, Nickol (5 dwellings);
  - Lot 602 Pelusey Way, Nickol (2 dwellings);
  - Lot 612 Boyd Close, Nickol (2 dwellings).

2. ENDORSE the following evaluation criteria and weighting:

Selection Criteria	Weighting
Price	80%
Methodology	10%
Relevant Experience & Capacity to Deliver	10%

3. ADVISE all other proponents of its decision to proceed to tender with GBSC Yurra Pty Ltd.



## 9.2 COVID-19 SMALL BUSINESS SUPPORT INITIATIVES - TRANCHE 2 IMPLEMENTATION

<b>File No:</b>	<b>PH.62</b>
<b>Responsible Executive Officer:</b>	<b>Chief Executive Officer</b>
<b>Reporting Author:</b>	<b>DAO Corporate Services</b>
<b>Date of Report:</b>	<b>12 August 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Confidential – Business Support Grant Application Assessment and Recommendation</b>

### PURPOSE

To provide an update on the implementation of the nine (9) local small business and community support initiatives (Tranche 2) including consideration of applications for the Business Support Grant to assist local small businesses to recover from the impacts of the coronavirus (COVID-19) pandemic.

### BACKGROUND

At its Ordinary Meeting on 30 June 2020, Council adopted a second tranche of support initiatives valued at approximately \$1.3M to provide further support to local small businesses and community groups in need of assistance as a result of the COVID-19 pandemic.

Since March 2020, a total of \$4.3M has been committed to stimulate the local economy in response to the pandemic.

#### Tranche 2 Business Support

The key drivers behind the small business stimulus initiatives (in order of importance) are:

1. Targeted approach - focussed on businesses/Individuals in most need.
2. Stimulate local business within the City district.
3. Rapid delivery – fast, yet transparent and rigorous.
4. Partnered – collaborative approach and/or no one else providing this type of support.

These objectives were canvassed with the local community in the community survey process to determine the appropriateness of the objectives. The community strongly supported the objectives, particularly the targeted approach to any spending and the focus on City of Karratha business owners.

Following is a status update on the Tranche 2 initiatives adopted by Council on 30 June 2020:

Support Initiatives	Status
1. <u>Try Local Cash</u> A voucher valued at \$100 for every household in the district to spend at participating local businesses until 30 September 2020 through the Karratha	<ul style="list-style-type: none"> <li>• Delivery of letter/vouchers to 8,500 households commenced on 4 August 2020.</li> <li>• As at 14/08/2020:               <ul style="list-style-type: none"> <li>– 2,695 or 31% of households have signed up</li> </ul> </li> </ul>

Support Initiatives	Status
<p>and Districts Chamber of Commerce and Industry (KDCCI) Try Local Platform, a consumer and retailer app, known as <i>Try Local</i>.</p>	<ul style="list-style-type: none"> <li>– 634 or 24% of those who signed up have made a claim</li> <li>– 53 businesses have received income from this initiative</li> <li>– Total spend \$51,858 (8% of total budget)</li> <li>– A few minor issues were experienced on implementation such as early complaints from residents that they did not receive their voucher, and a technical glitch that would not allow the full \$100 to be spent in a single purchase, which has since been fixed.</li> </ul>
<p>2. <u>Small Business Grants</u>                      Provide Business Support Grants of up to \$10,000 for eligible local small businesses that have been impacted by COVID-19 and had limited support from other Government initiatives.</p> <p>The grant was advertised on 8 July 2020 via local newspaper, City website and Facebook page and promoted via the City’s Economic Development Business Newsletter contact database.</p> <p>Applications closed on 31 July 2020.</p> <p>A detailed summary of the applications with recommendations for grant funding is contained in the confidential attachment to this report.</p>	<ul style="list-style-type: none"> <li>• 27 applications received of which 13 were home-based businesses:                             <ul style="list-style-type: none"> <li>– 7 from tourism/travel related businesses</li> <li>– 6 from beauty/tattoo/health</li> <li>– 5 from food</li> <li>– 3 from event/photography</li> <li>– 6 from other (real estate, gardening, childcare, car detailing, mobile operator and online sales)</li> </ul> </li> <li>• Applications have been assessed for compliance against the grant eligibility guidelines:                             <ul style="list-style-type: none"> <li>– Less than 20 staff</li> <li>– Experienced &gt;30% downturn due to COVID-19 (including JobKeeper payment*)</li> <li>– Not received other COVID support from the City</li> </ul> </li> <li>• <u>Assessment</u> <ul style="list-style-type: none"> <li>– 8 applicants recommended for grant funding (see confidential attachment);</li> <li>– 10 applicants identified to provide additional information for further assessment;</li> <li>– 9 applicants assessed as not meeting the grant eligibility criteria due inability to demonstrate a &gt;30% financial downturn due to COVID-19;</li> <li>– Total grant funding recommended \$61,466.</li> </ul> </li> </ul>
<p>3. <u>Environmental Health Inspection Fee Waiver</u>                      Waive the annual inspection fee (\$135) that is charged to hairdressers, beauty salons and tattoo parlours for the 2020/21 financial year.</p>	<ul style="list-style-type: none"> <li>• On 7 August 2020 the City wrote to 44 affected businesses to inform them of Council’s decision to waive fees for the 2020/21 financial year.</li> </ul>
<p>4. <u>Tourism Booking Fee Waiver</u>                      Waive the 12.5% commission fee for all local tours that are booked through the Karratha Tourist and Visitor Centre between 1 July 2020 and 1 January 2021.</p>	<ul style="list-style-type: none"> <li>• 53 fee booking fee waivers as at 10/08/2020.</li> </ul>

Support Initiatives	Status
<p>5. <u>Tourism Activation Support/Incentive</u> Provide a 20% discount for any City resident who books a local tourism product through the Karratha Tourist and Visitor Centre between 1 July 2020 and 1 January 2021.</p>	<ul style="list-style-type: none"> <li>• 9 Vendors registered as at 10/08/2020.</li> <li>• 53 local tours booked accessing the discount.</li> <li>• Feedback has been received that providing a 20% discount for products booked through the KTVC only is having the effect of taking business from some local small businesses and the City has been asked to consider funding those businesses to provide the discount. Consideration has been given to extending the provision of this resident discount to all local tourism operators, however given the administration and risk involved in managing this through multiple suppliers it is proposed to extend the discount through local commission based agents only (i.e. those who would be adversely impacted by limiting the discount to the KTVC).</li> </ul>
<p>6. <u>City Capital Expenditure Program</u> Implement an enhanced 2020/21 Capital and Asset renewal program with a specific focus on projects that are likely to be delivered by City of Karratha based businesses.</p>	<ul style="list-style-type: none"> <li>• The 2020/21 Budget includes 107 projects totalling \$40.6M in expenditure with a specific focus on projects that are likely to be delivered by City of Karratha based businesses.</li> </ul>
<p>7. <u>Sporting and Community Group Support Grants</u> Provide up to \$1,000 to all local, incorporated sporting clubs and community groups on dollar for dollar basis. To be eligible for \$1,000, clubs must demonstrate that they have spent \$2,000 on local businesses between March 2020 and June 2021.</p>	<ul style="list-style-type: none"> <li>• On 1 July 2020 the City wrote to 118 local, incorporated sporting clubs and community groups. <ul style="list-style-type: none"> <li>– 21 enquiries to-date</li> <li>– One Club has claimed its full \$1,000 (Nickol Hawks Cricket Club)</li> <li>– A number of clubs have indicated intention to claim but are progressively spending their \$2,000.</li> </ul> </li> <li>• Given the limited retail outlets in Point Samson, Roebourne and Wickham, clubs/groups in these locations are eligible to purchase from Woolworths in Wickham.</li> </ul>
<p>8. <u>Enhanced Local Community and Cultural Program</u> The City is modifying the proposed 2020/21 Arts, Cultural and Events program with a greater focus on developing opportunities for local artists, entertainers and events related businesses to be engaged by the City.</p>	<ul style="list-style-type: none"> <li>• Programming well advanced <ul style="list-style-type: none"> <li>– Supporting a production with the local not-for-profit theatre company Pitter Pat</li> <li>– City Officers are working with young people on programming</li> <li>– City Officers are working with market organisers to fund local entertainers / entertainment.</li> </ul> </li> </ul>
<p>9. <u>Enhanced “Meet the Street” Program</u> Funding for the Meet the Street has doubled from \$100 to \$200 for events that are held throughout the 2020/21 Financial Year.</p>	<ul style="list-style-type: none"> <li>• Seven new applications for events <ul style="list-style-type: none"> <li>– One (1) held in August 2020; and</li> <li>– Six (6) scheduled over next five (5) weeks.</li> </ul> </li> </ul>

**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 and parties affected issues.

**COUNCILLOR/OFFICER CONSULTATION**

Consultation regarding small business stimulus initiatives has taken place with Councillors, the Executive Management Team, City Officers and numerous individuals/businesses, organisations/program partners.

**COMMUNITY CONSULTATION**

A business survey and a community survey has been undertaken and the results have informed the proposed business support initiatives.

**STATUTORY IMPLICATIONS**

There are no statutory implications.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

The table below indicates the anticipated financial impact of the nine local small business and community support initiatives:

New/Additional Expenditure		Foregone Revenue		Bringing Forward of Works	
Try Local Cash	650,000	EH Fee Waiver	5,000	Enhanced 2020/21 CAPEX Program (approx.)	\$10M
Business Grants	500,000	KTVC commission waiver	5,000		
Tourism Incentive	30,000				
Community Group Grants	150,000				
Meet the Street	2,000				
<b>TOTAL</b>	<b>\$1,332,000</b>		<b>\$10,000</b>		<b>\$10M</b>

Funding to assist with paying for these initiatives is coming from:

- RTIO \$1M contribution to the City to assist with COVID-19 recovery;
- Municipal Funds;
- City’s Economic Development Reserve (specifically to pay for the Try Local Cash Initiative); and
- Other City Reserves (for bought forward works).

**STRATEGIC IMPLICATIONS**

The City’s Vision is to become *Australia’s Most Liveable Regional City*. To achieve this vision it is imperative that we have a vibrant business community and well connected, engaged local community. While COVID-19 has not impacted the City as severely as some other locations, there have been business and community impacts. The nine COVID-19 initiatives aim to support and reinvigorate those groups/individuals that have been most impacted.

**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	Business and community support initiatives are included and accounted for in the City’s 2020/21 Budget.

Category	Risk level	Comments
Service Interruption	Low	The disruption caused by COVID-19 means adjustments to planned schedules of work are necessary.
Environment	N/A	Nil
Reputation	Low	Business and community support initiatives are likely to receive positive feedback if it is demonstrated to be fair, consistent and meaningful.
Compliance	Low	Compliance measures are in place and will be followed throughout implementation. Specific focus has been placed on developing systems and guidelines to minimise the potential for corruption and/or misuse of City funds on these extraordinary expenditure initiatives.

**IMPACT ON CAPACITY**

The implementation of the proposed local small business support initiatives will create a significant amount of additional work for some areas of City operations and will adjust work plans as necessary to implement the initiatives.

**RELEVANT PRECEDENTS**

Council resolved to adopt and implement Tranche 1 business support initiatives at its Special Council Meeting in March 2020.

**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. NOTE the status of implementation for the COVID-19 Business and Community Support Initiatives –Tranche 2:
2. APPROVE financial support of \$\_\_\_\_\_ to COVID-19 Business Support Grant applicants listed in the confidential attachment to this report;
3. REQUEST a further status update at the September 2020 Ordinary Council Meeting.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to DEFER consideration of the COVID-19 Business Support Initiatives – Tranche 2.

**CONCLUSION**

The City clearly has a role to play in supporting ratepayers, community groups and local businesses in responding to the impacts of the COVID-19 pandemic.

Since March 2020, a total of \$4.3M has been committed to stimulate the local economy in response to the pandemic. Implementation of the second tranche of support initiatives adopted at the Ordinary Meeting on 30 June 2020 is well advanced with positive feedback received from local businesses, community organisations and the community at large.

---

**OFFICER'S RECOMMENDATION**

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

- 1. NOTE the status of implementation of the COVID-19 Business and Community Support Initiatives – Tranche 2;**
- 2. APPROVE financial support of \$61,466 to COVID-19 Business Support Grant applicants as recommended in the confidential attachment to this report;**
- 3. MODIFY the Tourism Activation Support/Incentive to extend the 20% discount to any local commission based agent that can evidence that they have provided the discount to any City resident booking a local tourism product between 1 July 2020 and 1 January 2021; and**
- 4. REQUEST a further status update at the September 2020 Ordinary Council Meeting.**

## 10 CORPORATE SERVICES

### 10.1 FINANCIAL STATEMENT FOR PERIOD ENDED 30 JUNE 2020

<b>File No:</b>	<b>FM.19</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Corporate Accountant</b>
<b>Date of Report:</b>	<b>29 July 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Nil</b>

#### PURPOSE

To provide a summary of Council's financial position for the period ending 30 June 2020.

#### BACKGROUND

The following table is a summary of the Financial Activity Statement Report compared to the Budget as at 30 June 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	106,102,871	106,102,871	104,449,645	(1,653,226)	-1.6%	↓
Operating Expense	(104,663,898)	(92,141,984)	(92,141,984)	(94,504,596)	(2,362,612)	2.6%	↓
Non Operating Revenue	36,288,733	19,798,743	19,798,743	15,417,636	(4,381,107)	-22.1%	↓
Non Operating Expense	(52,917,547)	(50,384,598)	(50,384,598)	(33,323,567)	17,061,031	-33.9%	↑
Non Cash Items Included	18,176,310	17,527,899	17,527,899	20,281,684	2,753,785	15.7%	
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%	
<b>Surplus/(Deficit) 19/20</b>	<b>27,327</b>	<b>5,048,682</b>	<b>5,048,682</b>	<b>16,466,553</b>	<b>11,417,871</b>		

This table shows a surplus position of \$16.4m, a positive variance of \$11.4m compared to the budgeted surplus position of \$5m, 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 2019/20 end of financial year actual surplus/ (deficit) balances have not yet been finalised and remain subject to final year-end adjustments and audit, including final reserve transfers. This report reflects the financial position and ratios at the time of reporting.

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

Operating Revenue	
523,387	▲ DFES payment for Nickol Bay BFB fire fighting appliance and capital upgrades at new Nickol Bay BFB Facility
340,000	▲ Contributions - Red Earth Arts Precinct - Actual funding received higher than budget due to amendment in the final forecast
<b>863,387</b>	<b>▲ Positive Variance</b>
1,056,833	▼ Karratha Airport - Reduction on aviation revenue, property rental revenue & reimbursement recoverables due to COVID-19 with reduced flights and passengers
454,106	▼ Profit from Sale of Lazyland Block on Gregory Way - Timing
426,000	▼ Economic Development - OECD Conference Sponsorship - Deferred due to COVID-19
338,683	▼ Red Earth Arts Precinct - Reduction of program income due to COVID-19
193,683	▼ Main Roads WA Contract Funding - Timing of debtor invoice
<b>2,469,305</b>	<b>▼ Negative Variance</b>
<b>(1,605,918)</b>	<b>▼ Net Negative Variance</b>
Operating Expenditure	
955,664	▲ Economic Development Projects - Deferred due to COVID 19 - Air Freight Study, Ecohub, Wangalili, OECD Conference and MESAP.
777,902	▲ Project Management & Development Services - Activity Based Cost Allocation is higher than budget, however these are non cash transactions and have no impact on the final year end result
434,259	▲ Landfill Operations - Direct employment costs are lesser than budget. Organic Trial will be carried forward to 2020/21
314,913	▲ Karratha Airport - Screening and Security - Timing of June invoice and also affected by COVID-19 with reduced flights and passengers
264,159	▲ Town Street Maintenance - Staff hours were utilised to action TC Damien remediation works
167,995	▲ IT Software expenses - Timing
101,551	▲ Waste Collection - Litter Control - Timing
<b>3,016,442</b>	<b>▲ Positive Variance</b>
3,029,803	▼ Variance due to costs associated with TC Damien remediation works. Actual costs are higher than anticipated due to widespread damage. These expenses can be claimed through Insurance and DRFAWA
1,394,894	▼ Overheads direct employment costs - offset by higher Overheads allocated for PWOHD's
207,587	▼ Landfill Operations - Plant Operating Cost - Higher than anticipated due to repair costs on heavy vehicles ie. Bomag, Hammel Shredder, 35T Excavator & Dozer
137,975	▼ Roebourne Heritage Precinct - Contractor progress claim received was higher than anticipated
133,068	▼ Community Safety - Employment cost - Variance due to reallocation from other employment account because of restructure
126,570	▼ Health & Mosquito Management - Overheads allocated are exceeding budget, however these are non cash transactions and have no impact on the final year end result
125,923	▼ Wickham Aquatic Centre - Pool Refurbishment - Contractor progress claim received earlier than anticipated
110,096	▼ Community Grants - COVID-19 Community response and assistance. Includes lease fee waivers for August rent which will be accrued to 2020/21
<b>5,265,915</b>	<b>▼ Negative Variance</b>
<b>(2,249,473)</b>	<b>▼ Net Negative Variance</b>

<b>Non Operating Revenue</b>	
3,467,806	▼ Transfer from Partnership Reserve - Reserve transfer pending EOFY close - Timing
454,106	▼ Proceeds from Sale of Lazyland Block on Gregory Way - Sale not yet finalised
354,990	▼ Transfer from Infrastructure Reserve - EOFY reserve transfer pending finalisation of asset capitalisation of Dampier Palms Redevelopment - Timing
86,242	▼ Transfer from Restricted Funds Reserve - EOFY reserve transfer to be completed for Roebourne Gaol Precinct conservation works - Timing
<b>(4,363,144)</b>	<b>▼ Negative Variance</b>
<b>Non Operating Expenditure</b>	
482,115	▼ New fire fighting appliance purchased for Nickol Bay BFB Facility
<b>482,115</b>	<b>▼ Negative Variance</b>
14,741,967	▲ Transfer to Infrastructure Reserve - Airport Return on Investment reserve transfer pending EOFY close. Woodside REAP contribution delayed as milestone delivery impacted due to COVID. Anticipated in FY20/21
1,190,589	▲ Transfer to Aerodome Reserve - Reserve transfer pending as awaiting EOFY close - Timing
471,826	▲ Transfer to Partnership Reserve - WCH Ops contribution budgeted in June received in July - Timing
286,965	▲ Sports Field Lighting - Invoices for Lights owned by Rio reallocated to Operating Expenditure
176,756	▲ Infrastructure Project - Karratha Leisureplex Upgrade - Project Timing
173,646	▲ Infrastructure Project - Bayview Road - Budget reallocated to Dampier Rd & Dewitt Rd reseal
101,226	▲ Purchase of Plant assets - Timing of delivery
143,027	▲ Information Technology - Software & Hardware Initiatives - Project Timing
116,580	▲ CBD Bus Shelters - Project to be completed in 2020/21
145,195	▲ Purchase of Equipment - Landfill Operations & Sanitation - Timing
<b>17,547,777</b>	<b>▲ Positive Variance</b>
<b>17,065,662</b>	<b>▲ Net Positive Variance</b>

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

While the City is in a strong financial position, the impact of the COVID-19 pandemic has, and will continue to have a significant impact on the City’s short/medium term financial position. Revenues from many areas have fallen, or are projected to fall, including:

- Airport revenues as a result of hard state and intrastate border closures;
- Fee revenues from facilities as a result of closures;
- Lease fee revenue due to rent relief and leases linked to turnover;
- Rate collection revenue is projected to be slower; and
- Receipt of debtor payments is likely to be slower impacting cash flows.

**FINANCIAL MANAGEMENT SUMMARY**

**Local Government Financial Ratios**

Period End 30 June 2020	Target Ratio	Original Annual Budget Ratio	YTD Actual Ratio
<b>Current Ratio</b> Current Assets less Restricted Assets ÷ Current Liabilities less liabilities associated with Restricted assets	1 or above	N/A	5.0
<b>Asset Sustainability Ratio</b> Capital Renewal and Replacement Expenditure ÷ Depreciation	> 0.90	0.79	0.78
<b>Operating Surplus Ratio</b> Operating Surplus (excl. capital grants & contributions) ÷ Own Source Revenue	0 – 15%	-8.0%	7.4%
<b>Own Source Revenue Ratio</b> Own Source Operating Revenue ÷ Operating Expenses	0.40 or above	0.84	0.87
<b>Debt Service Cover Ratio</b> Operating surplus before interest expense and depreciation ÷ Principal and interest Expense	> 2	32.2	87.5

**Statement of Financial Position**

	2020 June	2020 May	% change
<b>Current</b>			
<b>Assets</b>	77,746,085	83,524,850	-6.92%
<b>Liabilities</b>	9,379,485	7,624,104	23.02%
<b>Non Current</b>			
<b>Assets</b>	703,228,298	699,879,979	0.48%
<b>Liabilities</b>	755,779	841,298	-10.17%
<b>Net Assets</b>	770,839,119	774,939,428	

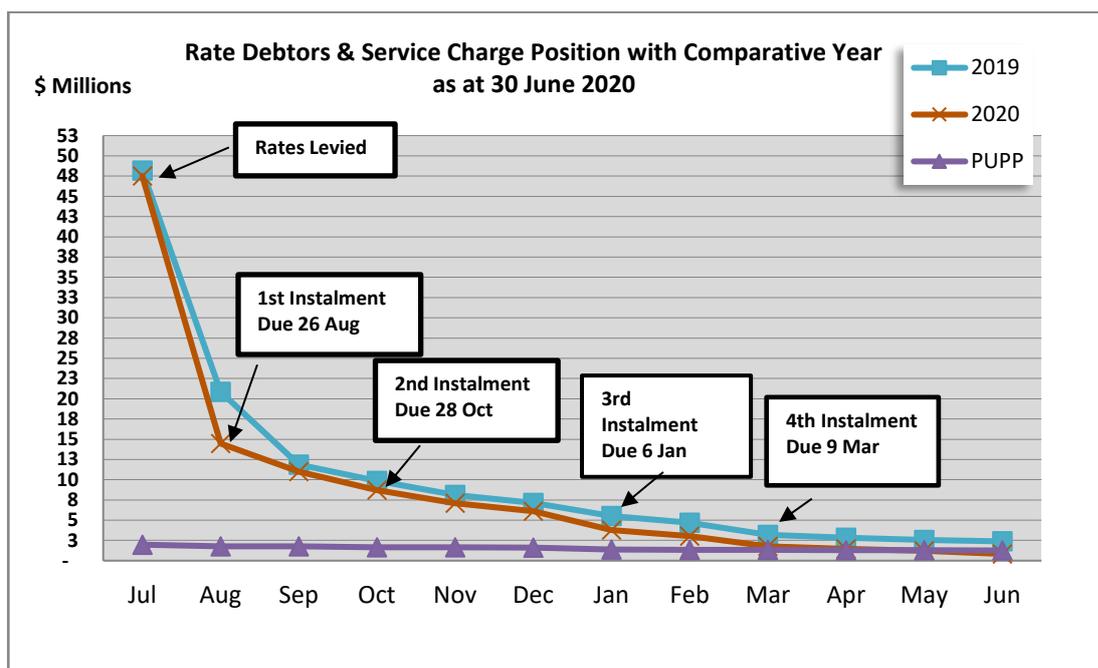
Current Assets decreased by 6.92% from May to June, which was partly attributable to collections from Rates and Sundry Debtor Accounts. Current Liabilities increased by 23.02% compared to May due to increase of accounts payable. Non-Current Assets increased by 0.48% and was attributable to acquisition of minor assets. Non- Current Liabilities decreased by 10.17% due to reallocation of borrowings from non-current to current.

**Debtors Schedule**

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

Debtors Schedule				
	2020 June	2020 May	Change %	% of Current Total
<b>Current</b>	3,713,254	3,459,902	7%	49.6%
<b>&gt; 40 Days</b>	870,628	2,180,005	-60%	11.6%
<b>&gt; 60 Days</b>	452,859	196,741	130%	6.0%
<b>&gt; 90 Days</b>	2,451,150	1,689,577	45%	32.7%
<b>Total</b>	<b>7,487,890</b>	<b>7,526,225</b>	<b>-1%</b>	<b>100%</b>
<b>Rates Debtors</b>				
<b>Total</b>	<b>831,823</b>	<b>1,464,201</b>	<b>-43%</b>	<b>100%</b>
<b>PUPP Debtors</b>				
<b>Total</b>	<b>1,253,252</b>	<b>1,311,835</b>	<b>-4%</b>	<b>100%</b>

A total of \$47.4m of rates (including ESL and waste charges) have been paid to end of June, representing a collection rate of 98.3% to date.



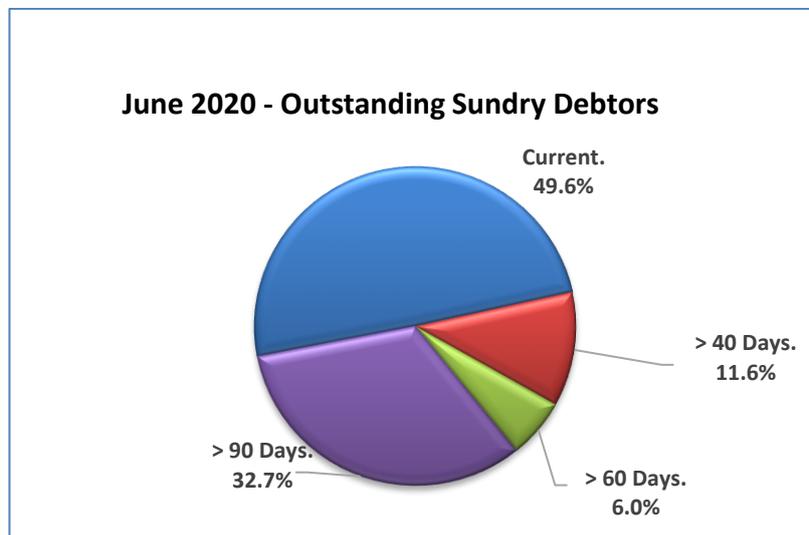
There was a decrease of 4% from May in the PUPP Debtors balance. PUPP payments have now been received on 99.6% of properties, and of those paid 98.05% have paid in full with 1.95% paying by instalments.

Collection of outstanding debts greater than 40 days is 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.

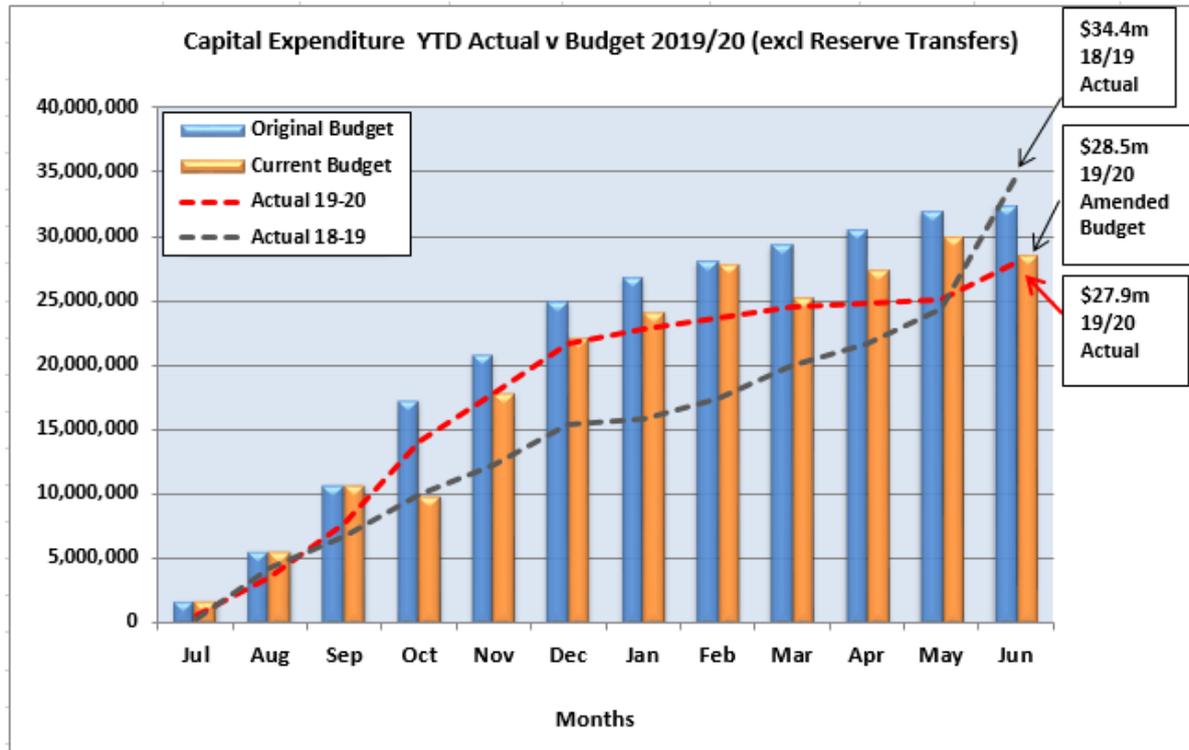
Code	Debtor	40 Days	60 Days	Over 90 Days	Comment
O092	Otan Karratha Pty Ltd	0.00	0.00	742,948.00	Council resolved at the October 2019 OCM to accept the debtor's settlement offer. Deed of Settlement with Otan has been executed. The due date for the first payment (50%) has been extended to 30 September 2020.
S509	Supercivil Pty Ltd	0.00	5,017.12	580,024.75	Relates to Overcharge RFT 41 - 13/14 - Supplying and Laying of Asphalt. Dispute resolution process has commenced with conferral. Response received from Supercivil lawyers. Formal arbitration likely next step.
P276	Pindan Contracting Pty Ltd	0.00	264.30	439,699.18	Invoice issued for final certificate for Dampier Community Hub for costs associated with the rectification of Armcor dehumidification units. Negotiations regarding a settlement are ongoing.
V026	Virgin Australia Airlines Pty Ltd	8,012.35	342,062.14	306,878.26	Voluntary Administration as of 20/04/20. Payment of \$98,743.90 received on 24/07/20 for February & March security charges.
N204	Newlink Pty Ltd (LS Travel Retail)	834.00	8,961.85	165,105.90	Rent at Airport Café. Airport Management are working with leaseholder during the COVID-19 Pandemic. Outgoings approved for write off for 3 months.
Q017	Qantas Lease Administration	0.00	23,325.86	43,488.53	Relates to April, May & June Lease fees and penalty interests at Karratha Airport. Payment reminder sent on 30/06/20, 22/07/20 and a phone call with managing agent. All Payments have been put on hold due to COVID-19. Airport team has received no correspondence from direct contact in Qantas. Received confirmation to proceed with letter of demand.
F138	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. Debtor's lawyer is awaiting response from Debtor.
K078	Karratha Sporting & Recreation Club Inc	0.00	4,792.66	21,706.38	Relates to Power Usage for October 2019 - January 2020. Rec Club Committee members met with City Officers disputing account balances, Officers have identified errors in the billing of power usage which is expected to reduce the amount outstanding. Further meeting held in June to reconcile accounts. City awaiting response from Rec Club. The Club received \$10,949 (15/5/20) through the City's COVID-19 Community Assistance Fund to assist with utilities. Payment offset from funding is yet to be received. Further follow up made on 09/07/20 and 21/07/20
A177	W.T.H Pty Limited (T/A Avis Australia)	0.00	35,779.55	11,501.65	Relates to lease charges at Karratha Airport for April, May & June. Received partial payment on 1/06/20. Debtor has applied for rental assistance which is currently under consideration.
W237	WA Police	0.00	4,485.20	10,664.13	April, May & June Lease fees at Airport and March electricity charges. Payment reminders sent via email on 19/06/20, 21/07/20 & 24/07/20.
Q007	Qantas Group	0.00	759.74	10,138.04	\$10,138.04 relates to an emergency medical landing diverted from Jakarta. \$759.74 relates to interest charges. Further attempt to contact Qantas on 19/06/20, 30/06/20 and 10/07/20, phone lines closed due to COVID-19 and no response from emails sent. Received confirmation from Airport team to proceed with letter of demand.

Code	Debtor	40 Days	60 Days	Over 90 Days	Comment
H011	Hertz Australia Pty Ltd	0.00	10,677.41	9,499.27	Relates to April, May & June Lease fees at Karratha Airport. Invoices have been short paid. Sent payment reminder for remaining balances on 10/07/20. Airport team advised debtor had previously sent a letter requesting rent relief. Awaiting application to formalise request for rent relief.
K075	Karratha Gymnastics Club	0.00	0.00	8,114.00	Payment Plan commenced 25/05/20 with initial \$1000 payment and \$400 fortnightly payments commenced 5/06/20 (scheduled payments are up to date).

The impact of the COVID-19 global pandemic has resulted in an increase in outstanding balances for amounts within both the greater than 40 day and greater than 60 day ageing periods. This is particularly evident for small businesses and community organisations. Council has implemented measures to support the community and local businesses in these areas, including COVID-19 Community Assistance Fund as well as lease fee deferrals and other initiatives.



### Capital Expenditure



Council’s 2019/20 current Capital Expenditure amended budget is \$28.5m 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 2% below budget for the month.

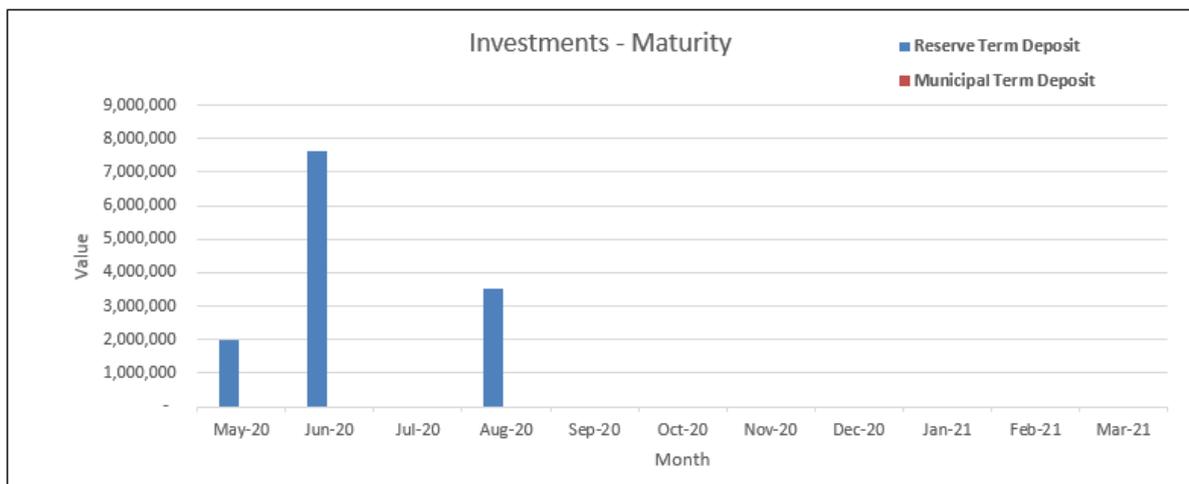
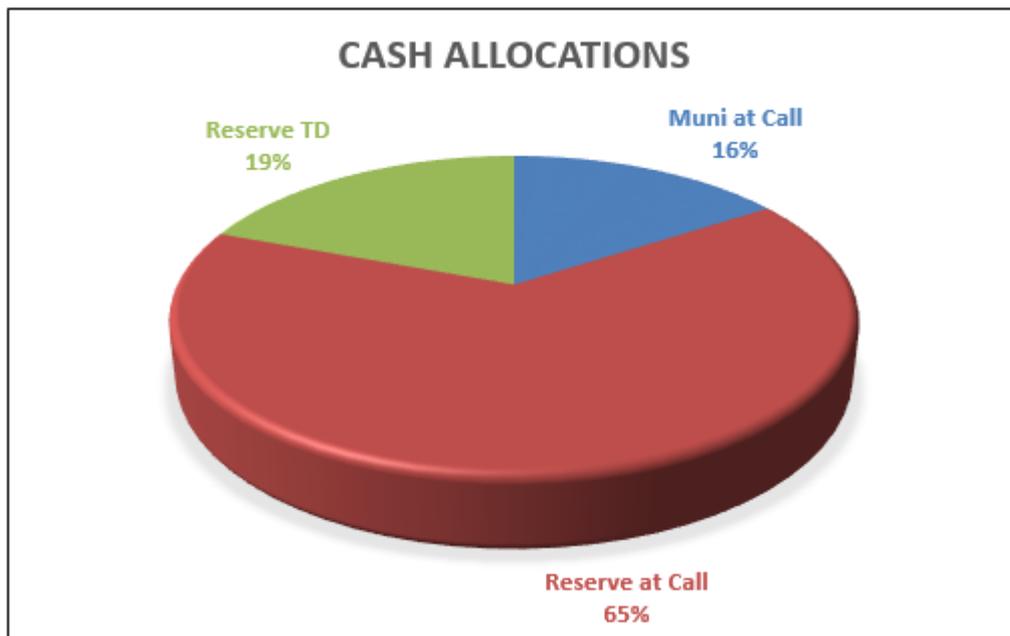
CAPITAL EXPENDITURE						
Asset Class	YTD			ANNUAL		
	YTD Budget	YTD Actual	Variance %	Annual Original Budget	Annual Amend Budget	% of Annual Budget
	30-Jun-20			30-Jun-20		
Land	0	0	0%	0	0	0%
Artwork	62,686	81,591	30%	250,000	62,686	130%
Buildings	5,173,056	4,470,723	-14%	5,133,568	5,173,056	86%
Equipment	182,476	58,213	-68%	828,500	182,476	32%
Furn & Equip	621,950	472,121	-24%	1,008,237	621,950	76%
Plant	1,791,103	2,073,493	16%	2,415,500	1,791,103	116%
Infrastructure	20,734,006	20,744,908	0%	22,837,018	20,734,006	100%
<b>Totals</b>	<b>28,565,277</b>	<b>27,901,049</b>	<b>-2.3%</b>	<b>32,472,823</b>	<b>28,565,277</b>	<b>98%</b>

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

**Cash and Investments**

The following table indicates the financial institutions where the City has investments as of 30 June 2020.

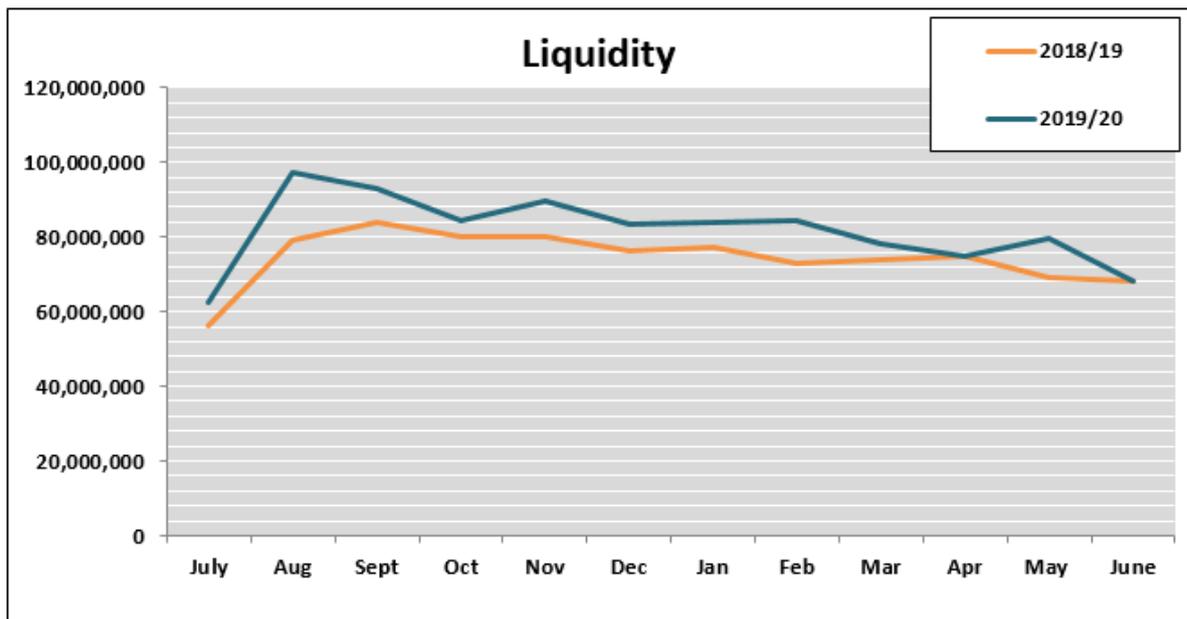
Institution	Accounts	Principal Investment \$	Balance 30 June 2020 \$	Interest %	Investment Term	Maturity
<b>RESERVE FUNDS</b>						
WBC	Business Premium Cash Reserve		44,420,956	0.85	At Call	
ME	Reserve Term Deposit	2,000,000	2,012,658	1.75	6 months	May-20
BOQ	Reserve Term Deposit	7,600,000	7,633,242	1.55	6 months	Jun-20
CUA	Reserve Term Deposit	3,500,000	3,517,778	1.80	12 months	Aug-20
<b>MUNICIPAL FUNDS</b>						
WBC	Municipal (Transactional)		10,742,666	0.00	At Call	
N/A	Cash on Hand		12,045			
<b>TOTAL</b>		<b>13,100,000</b>	<b>68,339,345</b>			
The balance of all Term Deposits includes interest accrued to 30 June 2020						



The Reserve Bank cash rate (overnight money market interest rate) remains at 0.25% in June. The Municipal funds held with Westpac Bank are currently not earning any interest on balances less than or greater than \$20m in the everyday account. Reserve funds held in the Business Premium Cash Reserve account with Westpac, are earning 0.85% in interest over \$1m.

During June, Council had a total of \$27m mature in Municipal and Reserve investments.

Due to financial year-end approaching and the subsequent impact of COVID-19 on cash flows, the City has been drawing down on maturing investments. As funds are drawn down, the investment portfolio size and composition changes. Where this occurs, investments will be divested as soon as practicable in line with the City’s Investment Policy.



The liquidity graph for 2019/20 demonstrates a decrease in liquidity from May. This decrease in liquidity is primarily due to payment of supplier invoices for capital projects.

The impact on revenues as a result of COVID-19 have, and will continue to have, a significant impact on the City’s cash liquidity. The impact of this, as well as implemented community support initiatives, continues to be closely monitored.

As part of Council’s investment strategy, reserve funds were used to purchase a commercial property ‘The Quarter HQ’ in June 2017. The following table provides a summary of all income and expenditure for The Quarter for the current financial year which has been significantly impacted by rent relief offered to tenants impacted by COVID-19:

	Month End – June 2020 \$	Year to Date – June 2020 \$	Life to Date – June 2020 \$
Total Income Received	250,770	2,887,706	7,611,760
Total Expense Paid	(112,189)	(1,406,306)	(3,873,663)
<b>Net Income</b>	<b>138,581</b>	<b>1,481,400</b>	<b>3,738,097</b>
<b>Annualised ROI</b>	<b>8.3%</b>	<b>7.4%</b>	<b>6.2%</b>

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 City 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 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 June 2020 with a year to date budget surplus position of \$5,048,682 (comprising \$4,596,199 unrestricted surplus and \$452,483 restricted surplus) and a current surplus position of \$16,466,553 (comprising \$16,014,070 unrestricted surplus and \$452,483 restricted surplus). The restricted balance comprises PUPP service charges levied in 2014/15.

The COVID-19 pandemic has, and will continue to have, major impacts on businesses and the economy. A number of assistance packages have been made available through State and Federal Governments, Financial Institutions, Business Support Agencies, Utility Providers and Industry. In addition to these, Council has implemented a number of further stimulus and assistance packages to support residents, ratepayers, community organisations and local businesses through these difficult times.

**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 Corporate 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.

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**

Option 1

As per the Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Administration) Regulations 1996* RESOLVES to:

1. RECEIVE the Financial Reports for the financial period ending 30 June 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 30 June 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 30 June 2020.**

**City of Karratha**  
**Statement of Comprehensive Income**  
 By Nature or Type  
 for the period ending 30 June 2020

	Original Budget	Amended Budget	Budget YTD	Actual YTD	Material Variance >=10%	\$50,000 or more	2018/19
	\$	\$	\$	\$	%	\$	\$
<b>Revenue</b>							
Rates	42,075,758	42,131,191	42,131,191	42,115,889	-	-	40,488,172
Fees and Charges	43,041,634	39,667,575	39,667,575	38,265,334	-	(1,402,241)	38,548,526
Operating Grants, Subsidies and Contributions	8,556,486	14,408,924	14,408,924	13,874,805	-	(534,119)	13,840,155
Service charges	0	0	0	0	-	-	861
Interest Earned	2,316,425	2,043,235	2,043,235	1,990,640	-	(52,595)	2,455,903
Proceeds/Realisation	-	-	-	-	-	-	-
All Other	938,962	1,903,810	1,903,810	1,979,303	-	75,493	995,327
	96,929,265	100,154,735	100,154,735	98,225,971	-	(1,913,462)	96,328,944
<b>Expenses</b>							
Employee Costs	(34,467,960)	(34,747,329)	(34,747,329)	(35,937,126)	-	(1,189,797)	(35,315,195)
Materials and Contracts	(28,560,908)	(28,272,418)	(28,272,418)	(29,815,117)	-	(1,542,699)	(26,036,342)
Utilities (gas, electricity, water etc)	(6,268,791)	(6,211,917)	(6,211,917)	(6,032,628)	-	179,289	(5,824,123)
Interest Expenses	(8,076)	(7,277)	(7,277)	(7,883)	-	-	(9,919)
Depreciation	(18,688,498)	(17,757,607)	(17,757,607)	(17,632,946)	-	124,661	(17,692,578)
Insurance Expenses	(1,724,602)	(1,777,279)	(1,777,279)	(1,777,732)	-	-	(1,573,650)
Other Expenses	(14,765,063)	(2,920,127)	(2,920,127)	(2,979,068)	-	(58,941)	(2,726,957)
	(104,483,898)	(91,693,954)	(91,693,954)	(94,182,500)	-	(2,487,487)	(89,178,764)
	(7,554,633)	8,460,782	8,460,782	4,043,471			7,150,180
<b>Non Operating Grants, Subsidies &amp; Contributions</b>							
Contributions	4,085,439	5,270,387	5,270,387	6,102,474	15.79%	832,087	14,696,422
Profit on Asset Disposal	692,199	677,749	677,749	121,200	-82.12%	(556,549)	134,365
(Loss) on Asset Disposal	(180,000)	(448,030)	(448,030)	(322,096)	-28.11%	125,934	(1,674,523)
Asset Accounting Change Reg 17A Fair value adjustments to financial assets at fair value through profit or loss	0	0	0	0			(290,670)
Fair value adjustments to investment property	0	0	0	2,232,000			1,745,200
(Loss) on revaluation of Furniture/Equipment	0	0	0	0			(20,173)
<b>Net Result</b>	(2,956,995)	13,960,888	13,960,888	12,177,049			21,863,421
<b>Other Comprehensive Income</b>							
<i>Items that will not be reclassified subsequently to profit or loss</i>							
<i>Changes in asset revaluation surplus</i>							
	0	0	0	0	0.00%	-	157,537
<b>Total other comprehensive income</b>	0	0	0	0			157,537
<b>Total Comprehensive Income</b>	<b>(2,956,995)</b>	<b>13,960,888</b>	<b>13,960,888</b>	<b>12,177,049</b>			<b>22,020,958</b>

In accordance with the materiality threshold adopted by Council for the reporting of variances in Operating Revenue and Expenses classified according to nature and type, the following comments 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**

<b>Non Operating Revenue</b>	<b>Material Variance</b>		<b>Significant Items</b>	
Non Operating Grants, Subsidies & Contribution	15.79%	832,087	482,115	▲ DFES payment for Nickol Bay BFB fire fighting appliance at new Nickol Bay BFB Facility
			340,000	▲ Contributions - Red Earth Arts Precinct - Actual funding received higher than budget due to amendment in the final forecast
			<b>822,115</b>	<b>▲ Positive Variance</b>
<b>Other</b>	<b>Material Variance</b>		<b>Significant Items</b>	
Profit on Asset Disposal	82.12%	(556,549)	454,106	▼ Profit from Sale of Lazyland Block on Gregory Way - Timing
			101,387	▼ Profit on Sale of Staff Housing - Timing
			<b>454,106</b>	<b>▼ Negative Variance</b>
Loss on Asset Disposal	-28.11%	125,934	<b>107,178</b>	▲ Loss on Sale of Assets - Timing
			<b>107,178</b>	<b>▲ Positive Variance</b>

**City of Karratha**  
**Statement of Financial Activity**  
for the period ending 30 June 2020

	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	Material Variance ≥10%	\$50,000 or more	Impact on Surplus
	\$	\$	\$	\$	%	\$	
<b>Operating</b>							
<b>Revenues (Sources)</b>							
General Purpose Funding	47,940,380	49,595,393	49,595,393	49,594,642	-	-	
Governance	482,566	1,216,624	1,216,624	727,673	-40.19%	(488,951)	↓
Law, Order And Public Safety	795,984	863,856	863,856	1,439,708	66.66%	575,852	↑
Health	156,850	163,750	163,750	151,626	-	-	
Education and Welfare	58,008	58,008	58,008	92,428	59.34%	-	
Housing	942,747	1,057,475	1,057,475	1,017,279	-	-	
Community Amenities	12,308,200	11,729,935	11,729,935	11,455,966	-	(273,969)	↓
Recreation And Culture	14,273,422	14,063,181	14,063,181	13,572,343	-	(490,838)	↓
Transport	23,846,162	26,142,311	26,142,311	25,136,517	-	(1,005,794)	↓
Economic Services	627,440	621,534	621,534	631,860	-	-	
Other Property And Services	275,144	590,804	590,804	629,603	-	-	
	101,706,903	106,102,871	106,102,871	104,449,645	-	(1,683,700)	
<b>Expenses (Applications)</b>							
General Purpose Funding	(11,627,044)	(1,772,403)	(1,772,403)	(1,782,454)	-	-	
Governance	(3,750,137)	(3,465,151)	(3,465,151)	(2,727,456)	-21.29%	737,695	↑
Law, Order And Public Safety	(1,874,341)	(1,502,186)	(1,502,186)	(1,676,752)	11.62%	(174,566)	↓
Health	(1,188,091)	(1,085,325)	(1,085,325)	(1,204,793)	11.01%	(119,468)	↓
Education and Welfare	(196,767)	(478,683)	(478,683)	(397,588)	-16.94%	81,095	↑
Housing	(830,189)	(923,470)	(923,470)	(1,052,431)	13.96%	(128,961)	↓
Community Amenities	(16,051,326)	(17,400,509)	(17,400,509)	(15,709,813)	-	1,690,696	↑
Recreation And Culture	(41,132,474)	(36,912,405)	(36,912,405)	(37,451,054)	-	(538,649)	↓
Transport	(25,831,827)	(27,254,967)	(27,254,967)	(29,788,382)	-	(2,533,415)	↓
Economic Services	(2,184,678)	(1,982,314)	(1,982,314)	(1,901,953)	-	80,361	↑
Other Property And Services	2,976	635,429	635,429	(811,920)	-227.78%	(1,447,349)	↓
	(104,663,898)	(92,141,984)	(92,141,984)	(94,504,596)	-	(2,352,561)	
<b>NON OPERATING</b>							
<b>Revenue</b>							
Proceeds From Disposal Of Assets	1,812,500	1,191,050	1,191,050	761,991	-36.02%	(429,059)	↓
Tsf From Plant Replacement Reserve	746,000	66,140	66,140	64,040	-	-	
Tsf From Infrastructure Reserve	27,998,755	12,349,441	12,349,441	11,994,451	-	(354,990)	↓
Tsf From Partnership Reserve	4,970,501	5,967,806	5,967,806	2,500,000	-58.11%	(3,467,806)	↓
Tsf From Waste Management Reserve	0	(36,936)	(36,936)	0	-100.00%	-	
Tsf From Carry Forward Budget Reserve	177,393	37,393	37,393	0	-100.00%	-	
Tsf From Restricted Funds Reserve	0	130,000	130,000	43,758	-66.34%	(86,242)	↓
Tsf From Economic Development Reserve	500,000	0	0	0	-	-	
Proceeds from Self-supporting loans	83,584	93,849	93,849	53,396	-43.10%	-	
	36,288,733	19,798,743	19,798,743	15,417,636	-22.13%	(4,338,097)	
<b>Expenses</b>							
Purchase Of Assets - Artwork	(250,000)	(62,686)	(62,686)	(81,591)	30.16%	-	
Purchase Of Assets - Buildings	(5,133,568)	(5,173,056)	(5,173,056)	(4,470,723)	-13.58%	702,333	↑
Purchase Of Assets - Equipment	(828,500)	(182,476)	(182,476)	(58,213)	-68.10%	124,263	↑
Purchase Of Assets - Furniture & Equipment	(1,008,237)	(621,950)	(621,950)	(472,121)	-24.09%	149,829	↑
Purchase Of Assets - Plant	(2,415,500)	(1,791,103)	(1,791,103)	(2,073,493)	15.77%	(282,390)	↓
Purchase Of Assets - Infrastructure	(22,837,018)	(20,734,006)	(20,734,006)	(20,744,908)	-	-	
Repayment of debentures	(83,439)	(83,439)	(83,439)	(83,439)	-	-	
Tsf To Aerodrome Reserve	(1,687,239)	(1,247,911)	(1,247,911)	(57,322)	-95.41%	1,190,589	↑
Tsf To Dampier Drainage Reserve	(286)	(216)	(216)	(220)	-	-	
Tsf To Plant Replacement Reserve	(22,997)	(16,351)	(16,351)	(17,381)	-	-	
Tsf To Walkington Theatre Reserve	(873)	(660)	(660)	(666)	-	-	
Tsf To Workers Compensation Reserve	(14,728)	(7,766)	(7,766)	(7,852)	-	-	
Tsf To Infrastructure Reserve	(14,713,042)	(15,868,196)	(15,868,196)	(1,126,229)	-92.90%	14,741,967	↑
Tsf To Partnership Reserve	(1,018,685)	(4,035,654)	(4,035,654)	(3,563,828)	-11.69%	471,826	↑
Tsf To Waste Management Reserve	(2,689,503)	(405,168)	(405,168)	(410,482)	-	-	
Tsf To Mosquito Control Reserve	(817)	(758)	(758)	(189)	-75.07%	-	
Tsf To Employee Entitlements Reserve	(133,342)	(100,987)	(100,987)	(102,112)	-	-	
Tsf To Community Development Reserve	(35,922)	(18,039)	(18,039)	(18,240)	-	-	
Reserve	(9,119)	(7,999)	(7,999)	(8,089)	-	-	
Tsf To Economic Development Reserve	(34,732)	(26,177)	(26,177)	(26,469)	-	-	
	(52,917,547)	(50,384,598)	(50,384,598)	(33,323,567)	-33.86%	17,098,417	

**City of Karratha**  
**Statement of Financial Activity**  
 for the period ending 30 June 2020

	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	Material Variance >=10%	\$50,000 or more
	\$	\$	\$	\$	%	\$
<b>Adjustment For Non Cash Items</b>						
Depreciation	18,688,498	17,757,607	17,757,607	17,632,946	-	(124,661)
Movement in Accrued Interest	-	-	-	(192)	-	-
Movement in Accrued Salaries & Wages	-	-	-	216,031	-	216,031
Fair value adjustments to investment property	-	-	-	2,232,000	-	2,232,000
(Profit) / Loss On Disposal Of Assets	(512,188)	(229,708)	(229,708)	200,899	-187.46%	430,607
	18,176,310	17,527,899	17,527,899	20,281,684	-	2,753,785
<b>Restricted Surplus/(Deficit) B/Fwd 1 July</b>	805,297	656,270	656,270	656,270	-	-
<b>Unrestricted Surplus/(Deficit) B/Fwd 1 July</b>	1,276,159	3,941,964	3,941,964	3,941,964	-	-
<b>Restricted Surplus/(Deficit) C/Fwd</b>	644,630	452,483	452,483	452,483	-	-
<b>Surplus / (Deficit)</b>	<b>27,327</b>	<b>5,048,682</b>	<b>5,048,682</b>	<b>16,466,553</b>		<b>11,417,871</b>

**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	-40.19%	(488,951)	(454,106)	▼ Profit from sale of Lazyland Block on Gregory Way - Timing
			<b>(454,106)</b>	<b>▼ Negative Variance</b>
Law, Order & Public Safety	66.66%	575,852	534,854	▲ DFES payment for Nickol Bay BFB fire fighting appliance and capital upgrades at new Nickol Bay BFB Facility
			<b>534,854</b>	<b>▲ Positive Variance</b>
Expenses from Operations		Material Variance		Significant Items
Governance	-21.29%	737,695	(110,096)	▼ Community Grants - COVID-19 Community response and assistance
			<b>(110,096)</b>	<b>▼ Negative Variance</b>
			792,072	▲ Activity Based Allocation are higher than budget, however these are non cash transactions and have no impact on the final year end result
			106,445	▲ Website Upgrade - Carried forward to 2020/21
			<b>898,517</b>	<b>▲ Positive Variance</b>
			<b>788,421</b>	<b>▲ Net Positive Variance</b>
Law, Order and Public Safety	11.62%	(174,566)	(133,068)	▼ Community Safety - Employment cost - Variance due to reallocation from other employment account because of restructure
			<b>(133,068)</b>	<b>▼ Negative Variance</b>
Health	11.01%	(119,468)	(126,570)	▼ Health & Mosquito Management - Overheads allocated are exceeding budget, however these are non cash transactions and have no impact on the final year end result
			<b>(126,570)</b>	<b>▼ Negative Variance</b>
Education and Welfare	-16.94%	81,095	80,573	▲ Wickham Daycare Building - Demolition of facility completed and under budget
			<b>80,573</b>	<b>▲ Positive Variance</b>
Housing	13.96%	(128,961)	123,584	▼ Staff Housing maintenance costs less activity based costs allocated are higher than budget, however these are non cash transactions and have no impact on the final year end result
			<b>123,584</b>	<b>▼ Negative Variance</b>
Other Property and Services	-227.78%	(1,447,349)	(1,394,894)	▼ Overheads direct employment costs - offset by higher Overheads allocated for PWOHD's
			<b>(1,394,894)</b>	<b>▼ Negative Variance</b>

Non Operating Revenue	Material Variance			Significant Items
Proceeds from Disposal of Assets	-36.02%	(429,059)	(454,106)	▼ Sale of Lazyland Block on Gregory Way - Timing
			<b>(454,106)</b>	▼ <b>Negative Variance</b>
			52,609	▲ Proceeds on Sale of asset higher than anticipated & insurance write off payout on Plant P2064 not included in original budget
			<b>52,609</b>	▲ <b>Positive Variance</b>
			<b>(401,497)</b>	▼ <b>Net Negative Variance</b>
Transfer from Partnership Reserve	-58.11%	(3,467,806)	(3,467,806)	▼ Reserve transfer pending awaiting EOFY close - Timing
Transfer from Restricted Funds Reserve	-66.34%	(86,242)	(86,242)	▼ EOFY reserve transfer to be completed for Roebourne Gaol Precinct conservation works - Timing
Non Operating Expenses	Material Variance			Significant Items
Purchase Of Assets - Buildings	-13.58%	702,333	558,593	▲ Acquisition of Babcock Hangar at Karratha Airport - Reallocate Carpark & Fence Costs to Infrastructure
			122,677	▲ Dampier Pavillion Building - Reallocate project costs to operating
			66,798	▲ Karratha Leisureplex Median Upgrade - Works brought forward to 2020/21
			<b>748,067</b>	▲ <b>Positive Variance</b>
Purchase of Assets - Equipment	-68.10%	124,263	74,195	▲ Landfill Operations - Mobile fuel tank replacement - Actual cost less than anticipated
			71,000	▲ Sanitation (Cleaners) - Timing of plant delivery
			<b>145,195</b>	▲ <b>Positive Variance</b>
Purchase of Assets - Furniture & Equipment	-23.62%	149,829	143,185	▲ Information Technology - Software & Hardware Initiatives - Timing
Purchase of Assets - Plant	15.77%	(282,390)	(482,115)	▼ New fire fighting appliance purchased for Nickol Bay BFB
			<b>(482,115)</b>	▼ <b>Negative Variance</b>
			101,226	▲ Plant Purchase - Parks & Gardens - Timing of plant delivery
			63,898	▲ Plant Purchase - Ranger Services - Timing of plant delivery
			<b>165,123</b>	▲ <b>Positive Variance</b>
			<b>(316,992)</b>	▼ <b>Net Negative Variance</b>
Transfer to Aerodome Reserve	-95.41%	1,190,589	1,190,589	▲ Transfer to Aerodome Reserve - Reserve transfer pending as awaiting EOFY close - Timing
Transfer to Infrastructure Reserve	-92.90%	14,741,967	14,741,967	▲ Transfer to Infrastructure Reserve - Airport Return on Investment reserve transfer pending, as awaiting EOFY close. Woodside REAP contribution delayed as milestone delivery impacted due to COVID. Anticipated in FY20/21
Transfer to Partnership Reserve	-11.69%	471,826	471,826	▲ Transfer to Partnership Reserve - WCH Ops contribution received in July - Timing

**City of Karratha**  
**Net Current Funding Position**  
for the period ending 30 June 2020

	Year to Date Actual	Brought Forward
Note	30/06/2020	1/07/2019
	\$	\$
<b>Current Assets</b>		
Cash and Cash Equivalents - Unrestricted	10,754,711	1,199,951
Cash and Cash Equivalents - Restricted - Reserves	57,584,634	66,847,801
Trade and Other Receivables	8,987,369	13,242,937
Land held for Resale - Development Costs	35,894	35,893
Inventories	383,478	375,465
Total Current Assets	77,746,085	81,702,049
<b>Current Liabilities</b>		
Trade and Other Payables	5,170,976	10,361,336
Current Portion of Long Term Borrowings	85,520	83,439
Current Portion of Provisions	4,122,989	4,122,989
Total Current Liabilities	9,379,485	14,567,763
<b>Net Current Assets</b>	68,366,601	67,134,286
<b>Less</b>		
Cash and Cash Equivalents - Restricted - Reserves	(57,584,634)	(66,847,801)
Loan repayments from institutions	(53,396)	(24,777)
Movement in Accruals (Non Cash)	215,839	(225,309)
<b>Add back</b>		
Current Loan Liability	85,520	83,439
Cash Backed Employee Provisions	5,107,252	5,005,137
Current Provisions funded through salaries budget	329,371	(526,134)
<b>Net Current Asset Position</b>	<b>16,466,553</b>	<b>4,598,841</b>

1) Note Explanation:

Rates Debtors	831,823	2,990,652
Trade & Other Receivables	8,155,546	10,252,286
Total Trade and Other Receivables	8,987,369	13,242,937

**City of Karratha**  
**Statement of Financial Position**  
**As at 30 June 2020**

	2019/20	2018/19
	\$	\$
<b>Current Assets</b>		
Cash On Hand	12,045	17,517
Cash and Cash Equivalents - Unrestricted	10,742,666	1,182,434
Cash and Cash Equivalents - Restricted (Reserves/Muni)	57,584,634	66,847,801
Trade and Other Receivables	8,987,369	13,242,937
Inventories	419,371	411,358
<b>Total Current Assets</b>	<u>77,746,085</u>	<u>81,702,049</u>
<b>Non Current Assets</b>		
Trade and Other Receivables	215,822	893,830
Property, Plant and Equipment	258,115,555	258,518,365
Infrastructure	420,303,943	410,595,902
Investment Property	24,104,620	21,872,620
Inventories	488,358	488,358
<b>Total Non Current Assets</b>	<u>703,228,298</u>	<u>692,369,074</u>
<b>Total Assets</b>	<u>780,974,383</u>	<u>774,071,123</u>
<b>Current Liabilities</b>		
Trade and Other Payables	5,170,976	10,361,336
Long Term Borrowings	85,520	83,439
Provisions	4,122,989	4,122,989
<b>Total Current Liabilities</b>	<u>9,379,485</u>	<u>14,567,763</u>
<b>Non Current Liabilities</b>		
Long Term Borrowings	177,494	263,013
Provisions	578,285	578,285
<b>Total Non Current Liabilities</b>	<u>755,779</u>	<u>841,298</u>
<b>Total Liabilities</b>	<u>10,135,264</u>	<u>15,409,061</u>
<b>Net Assets</b>	<u>770,839,119</u>	<u>758,662,061</u>
<b>Equity</b>		
Accumulated Surplus	470,083,512	448,643,288
Revaluation Surplus	243,170,970	243,170,966
Reserves	57,584,637	66,847,807
<b>Total Equity</b>	<u>770,839,119</u>	<u>758,662,061</u>

**City of Karratha**  
**Cash & Cash Equivalents**  
for the period ending 30 June 2020

	\$
<b>Unrestricted Cash</b>	
Cash On Hand	12,045
Westpac at call	10,742,666
Term deposits	0
	<u>10,754,711</u>
<b>Restricted Cash</b>	
Reserve Funds	57,584,634
Restricted Unspent Grants	0
	<u>57,584,634</u>
<b>Total Cash</b>	<u><u>68,339,345</u></u>

**City of Karratha**  
**Statement of Financial Activity By Divisions**  
 for the period ending 30 June 2020

	2019/20 Original Budget	2019/20 Amended Budget	2019/20 YTD Budget	2019/20 Actual to Date
	\$	\$	\$	\$
<b>EXECUTIVE SERVICES</b>				
Net (Cost) to Council for Members of Council	(747,922)	(621,607)	(621,607)	(633,450)
Net (Cost) to Council for Executive Admin	(685,251)	(730,186)	(730,186)	(704,160)
<b>TOTAL EXECUTIVE SERVICES</b>	<b>(1,433,173)</b>	<b>(1,351,793)</b>	<b>(1,351,793)</b>	<b>(1,337,610)</b>
<b>CORPORATE SERVICES</b>				
Net (Cost) to Council for Rates	42,639,604	42,712,673	42,712,673	42,616,423
Net (Cost) to Council for General Revenue	(21,858,116)	(10,156,530)	(10,156,530)	4,346,263
Net (Cost) to Council for Financial Services	(2,448,362)	(1,887,268)	(1,887,268)	(1,886,642)
Net (Cost) to Council for Corporate Services Admin	18,299,431	8,754,631	8,754,631	10,817,203
Net (Cost) to Council for Human Resources	(1,969,355)	(1,961,304)	(1,961,304)	(1,909,728)
Net (Cost) to Council for Governance & Organisational Strategy	(1,206,308)	(1,292,851)	(1,292,851)	(1,346,945)
Net (Cost) to Council for Information Services	(2,576,891)	(2,589,430)	(2,589,430)	(2,414,367)
Net (Cost) to Council for Television & Radio Services	(1,760)	(10,662)	(10,662)	(13,044)
Net (Cost) to Council for Staff Housing	499,647	101,186	101,186	189,173
Net (Cost) to Council for Public Affairs	(901,219)	(1,174,312)	(1,174,312)	(1,166,080)
<b>TOTAL CORPORATE SERVICES</b>	<b>30,476,671</b>	<b>32,496,133</b>	<b>32,496,133</b>	<b>49,232,256</b>
<b>COMMUNITY SERVICES</b>				
Net (Cost) to Council for Arts Development & Events	(796,694)	(1,003,066)	(1,003,066)	(1,136,970)
Net (Cost) to Council for Child Health Clinics	(43,286)	(26,919)	(26,919)	(22,882)
Net (Cost) to Council for Club Development	50,900	44,900	44,900	51,791
Net (Cost) to Council for Community Engagement	(1,488,462)	(1,198,720)	(1,198,720)	(1,157,586)
Net (Cost) to Council for Community Grants	(655,428)	(510,881)	(510,881)	(570,750)
Net (Cost) to Council for Community Programs	(350,782)	(148,724)	(148,724)	(137,183)
Net (Cost) to Council for Community Safety	(116,827)	(30,873)	(30,873)	(175,669)
Net (Cost) to Council for Dampier Community Hub	300,770	636,711	636,711	768,812
Net (Cost) to Council for Daycare Centres	(109,304)	(180,963)	(180,963)	(31,929)
Net (Cost) to Council for Indoor Play Centre	(21,860)	(11,462)	(11,462)	(45,652)
Net (Cost) to Council for Karratha Bowling & Golf	(654,486)	(691,304)	(691,304)	(733,488)
Net (Cost) to Council for Karratha Leisureplex	(4,032,240)	(4,487,559)	(4,487,559)	(4,265,815)
Net (Cost) to Council for Library Services	(1,813,194)	(1,747,536)	(1,747,536)	(1,725,178)
Net (Cost) to Council for Liveability	1,216,633	(593,777)	(593,777)	(293,138)
Net (Cost) to Council for Local History	(245,682)	(196,359)	(196,359)	(195,533)
Net (Cost) to Council for Other Buildings	45,002	43,707	43,707	27,422
Net (Cost) to Council for Ovals & Hardcourts	(1,550,861)	(2,488,715)	(2,488,715)	(3,615,796)
Net (Cost) to Council for Pam Buchanan Community Hub	(47,983)	(121,261)	(121,261)	(126,473)
Net (Cost) to Council for Partnerships	3,626,186	1,896,126	1,896,126	(1,162,706)
Net (Cost) to Council for Pavilions & Halls	(592,758)	(479,575)	(479,575)	(452,661)
Net (Cost) to Council for Red Earth Arts Precinct	(2,248,375)	(1,932,750)	(1,932,750)	(1,846,735)
Net (Cost) to Council for Roebourne Aquatic Centre	(300,908)	(299,728)	(299,728)	(311,548)
Net (Cost) to Council for The Base	(363,648)	(400,684)	(400,684)	(278,868)
Net (Cost) to Council for The Youth Shed	(927,532)	(1,046,161)	(1,046,161)	(1,095,146)
Net (Cost) to Council for Wickham Community Hub	(228,854)	(452,214)	(452,214)	(239,129)
Net (Cost) to Council for Wickham Recreation Precinct	(1,242,956)	(399,434)	(399,434)	(479,497)
Net (Cost) to Council for Youth Services	145,753	226,342	226,342	110,997
<b>TOTAL COMMUNITY SERVICES</b>	<b>(12,446,876)</b>	<b>(15,600,879)</b>	<b>(15,600,879)</b>	<b>(19,141,310)</b>

**City of Karratha**  
**Statement of Financial Activity by Divisions**  
 for the period ending 30 June 2020

	2019/20 Original Budget \$	2019/20 Amended Budget \$	2019/20 YTD Budget \$	2019/20 Actual to Date \$
<b>DEVELOPMENT &amp; APPROVALS/COMPLIANCE</b>				
Net (Cost) to Council for Building Services	(164,788)	(145,805)	(145,805)	(135,639)
Net (Cost) to Council for Camping Grounds	41,377	(6,234)	(6,234)	(4,839)
Net (Cost) to Council for Cossack Operations	(336,518)	(281,365)	(281,365)	(292,111)
Net (Cost) to Council for Development Services	(13,500)	(13,500)	(13,500)	(13,348)
Net (Cost) to Council for Economic Development	(1,375,124)	(2,054,761)	(2,054,761)	(1,679,166)
Net (Cost) to Council for Emergency Services	(9,210)	(42,547)	(42,547)	(8,850)
Net (Cost) to Council for Health Services	(925,692)	(829,554)	(829,554)	(966,294)
Net (Cost) to Council for Karratha Tourism & Visitor Centre	(174,124)	(319,194)	(319,194)	(279,888)
Net (Cost) to Council for Ranger Services	(796,106)	(928,343)	(928,343)	(836,604)
Net (Cost) to Council for Strategic Planning	(291,296)	(120,808)	(120,808)	(44,597)
Net (Cost) to Council for Tourism/Visitors Centres	(250,000)	(235,000)	(235,000)	(167,196)
Net (Cost) to Council for Town Planning	(1,477,613)	(1,519,563)	(1,519,563)	(1,544,855)
<b>TOTAL DEVELOPMENT &amp; APPROVALS/COMPLIANCE</b>	<b>(5,772,594)</b>	<b>(6,496,674)</b>	<b>(6,496,674)</b>	<b>(5,973,387)</b>
<b>INFRASTRUCTURE SERVICES</b>				
Net (Cost) to Council for Beaches, Boat Ramps, Jetties	(3,409,747)	(3,256,001)	(3,256,001)	(1,972,191)
Net (Cost) to Council for Bus Shelters	(148,300)	(204,619)	(204,619)	(88,040)
Net (Cost) to Council for Cemeteries	(229,803)	(214,532)	(214,532)	(198,505)
Net (Cost) to Council for Depots	(1,061,460)	(1,108,498)	(1,108,498)	(1,131,235)
Net (Cost) to Council for Disaster Preparation & Recovery	(360,691)	(2,387,758)	(2,387,758)	(5,441,690)
Net (Cost) to Council for Drainage	(1,218,204)	(1,393,353)	(1,393,353)	(1,398,469)
Net (Cost) to Council for Effluent Re-Use Scheme	(22,345)	(18,187)	(18,187)	(41,129)
Net (Cost) to Council for Fleet & Plant	1,496,441	761,415	761,415	618,080
Net (Cost) to Council for Footpaths & Bike Paths	(1,085,443)	(1,171,304)	(1,171,304)	(1,088,365)
Net (Cost) to Council for Parks & Gardens	(6,343,199)	(3,732,113)	(3,732,113)	(3,779,230)
Net (Cost) to Council for Parks & Gardens Overheads	755,340	965,800	965,800	458,842
Net (Cost) to Council for Private Works & Reinstatements	(152)	62,574	62,574	13,479
Net (Cost) to Council for Public Services Overheads	(869,120)	(924,597)	(924,597)	(398,611)
Net (Cost) to Council for Public Toilets	(210,011)	(79,891)	(79,891)	(71,372)
Net (Cost) to Council for Roads & Streets	(5,648,842)	(3,108,763)	(3,108,763)	(4,241,065)
Net (Cost) to Council for Town Beautification	(2,094,073)	(1,366,340)	(1,366,340)	(1,316,358)
Net (Cost) to Council for Works Overheads	921,790	1,231,403	1,231,403	1,299,729
Net (Cost) to Council for Tech Services	(3,621,909)	(3,523,755)	(3,523,755)	(2,499,386)
Net (Cost) to Council for Tech Services Overheads	0	0	0	0
Net (Cost) to Council for SP & Infrastructure Services	(15,000)	(14,954)	(14,954)	(26,263)
<b>TOTAL INFRASTRUCTURE SERVICES</b>	<b>(23,164,728)</b>	<b>(19,483,473)</b>	<b>(19,483,473)</b>	<b>(21,301,779)</b>
<b>STRATEGIC BUSINESS PROJECTS</b>				
Net (Cost) to Council for Project Management	(573,664)	(707,317)	(707,317)	(428,147)
Net (Cost) to Council for Comm. Projects - Playgrounds	(100,000)	(100,000)	(100,000)	(68,452)
Net (Cost) to Council for Waste Collection	(1,258,240)	531,437	531,437	666,431
Net (Cost) to Council for Landfill Operations	224,188	(859,159)	(859,159)	153,509
Net (Cost) to Council for Waste Overheads	2,784,248	2,583,000	2,583,000	118,354
Net (Cost) to Council for Karratha Airport	9,864,733	9,891,997	9,891,997	10,231,826
Net (Cost) to Council for Other Airports	(10,064)	(341)	(341)	(46,728)
<b>TOTAL STRATEGIC BUSINESS PROJECTS</b>	<b>10,931,201</b>	<b>11,339,617</b>	<b>11,339,617</b>	<b>10,626,793</b>
<b>TOTAL DIVISIONS</b>	<b>(1,409,499)</b>	<b>902,931</b>	<b>902,931</b>	<b>12,104,963</b>

**City of Karratha**  
**Statement of Financial Activity by Divisions**  
 for the period ending 30 June 2020

	2019/20 Original Budget \$	2019/20 Amended Budget \$	2019/20 YTD Budget \$	2019/20 Actual to Date \$
<b>ADJUSTMENTS FOR NON CASH ITEMS</b>				
Movement in Employee Benefit Provisions	0	0	0	0
Movement in Accrued Interest	0	0	0	(192)
Movement in Accrued Salaries & Wages	0	0	0	216,031
Movement in Deferred Pensioner Rates	0	0	0	0
	0	0	0	215,839
<b>Restricted Surplus/(Deficit) B/Fwd 1 July</b>	805,297	656,270	656,270	656,270
<b>Unrestricted Surplus/(Deficit) B/Fwd 1 July</b>	1,276,159	3,941,964	3,941,964	3,941,964
<b>Restricted Surplus C/Fwd</b>	644,630	452,483	452,483	452,483
<b>Surplus / (Deficit)</b>	<b>27,327</b>	<b>5,048,682</b>	<b>5,048,682</b>	<b>16,466,553</b>



**10.2 LIST OF ACCOUNTS – 30 JUNE 2020 TO 27 JULY 2020**

<b>File No:</b>	<b>FM.19</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Senior Creditors Officer</b>
<b>Date of Report:</b>	<b>14 August 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Nil</b>

---

**PURPOSE**

To advise Council of payments made for the period from 1 July 2020 to 27 July 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 1 July 2020 to 27 July 2020 totalled \$37,137,226.27, which included the following payments:

- City of Karratha – Term Deposit Investments - \$30,000,000
- Major Motors Pty Ltd – Isuzu FYH 8x4 Water Truck - \$309,032

- Comiskey's Contracting – Waste Pond Liner - \$166,421

Consistent with CG-11 Regional Price Preference Policy, 53% 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. EFT76847 to EFT77391 (Inclusive);
3. Cheque Voucher 78664 to 78665;
4. Cancelled Payments: EFT77082, EFT77124, EFT77135, EFT77158, EFT77220, EFT77285;
5. Direct Debits: DD38086.1 to DD38158.1;

6. Credit Card Payments: \$12,078.16; and
7. Payroll Cheques \$1,635,018.85.
8. with the EXCEPTION OF (as listed)

### CONCLUSION

Payments for the period 1 July 2020 to 27 July 2020 totalled \$37,137,226.27. 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 \$37,137,226.27 submitted and checked with vouchers, being made up of:**

1. Trust Vouchers: nil;
2. EFT76847 to EFT77391 (Inclusive);
3. Cheque Voucher 78664 to 78665;
4. Cancelled Payments: EFT77082, EFT77124, EFT77135, EFT77158, EFT77220, EFT77285;
5. Direct Debits: DD38086.1.1 to DD38158.1;
6. Credit Card Payments: \$12,078.16; and
7. Payroll Cheques \$1,635,018.85.

Chq/EFT	Date	Name	Description	Amount
EFT76847	30.06.2020	Australian Taxation Office	Payroll deductions	76.00
EFT76848	03.07.2020	Cleanaway Pty Ltd	Dampier Foreshore Opening - Delivery/Pick Up & Clearance Of General Waste Bins, REAP - Waste Removal - June 2020	2,532.37
EFT76849	03.07.2020	Horizon Power	Electricity Usage Charges	221.64
EFT76850	03.07.2020	Water Corporation	Water Usage Charges	7,395.90
EFT76851	03.07.2020	Wesfarmers Kleenheat Gas Pty Ltd	KLP - LPG Bulk	1,156.17
EFT76852	03.07.2020	Neverfail Springwater Pty Ltd - 7 Mile Waste	WM - Monthly Fee for Water Filter Units & Refills	190.25
EFT76853	03.07.2020	Norwest Sand & Gravel Pty Ltd	P&G - Side Tipper Hire - To Transport Mulch to Church Way Park	1,017.50
EFT76854	03.07.2020	Ausolar Pty Ltd	TC Damien - Cyclone lighting repairs to Courts 1-6 at Karratha Tennis Courts	3,217.82
EFT76855	03.07.2020	Dampier Plumbing & Gas (tff DPG Trust)	Cossack Village - Repair The Leaks To The Valves And Splits In The Main Water Pipe, WRP - Repair Collapsed Pipework in Splashpad, KLP - Replace Taps, Service HWUs	4,227.85
EFT76856	03.07.2020	Handy Hands Pty Ltd	P&G - Weed Control / Spraying, Roundup Stock	4,845.00
EFT76857	03.07.2020	Kennards Hire Pty Limited	TC Damien - Dry Hire - tracked mini loader 29/05/20 - 12/06/20	2,002.00
EFT76858	03.07.2020	Leethall Constructions Pty Ltd	Replacement Footpaths & Kerbing - Various Sites	46,674.32
EFT76859	03.07.2020	Manning Pavement Services Pty Ltd T/a Karratha Asphalt	KTA Cemetery - Hot Bitumen Primer to Seal Roads	17,067.60
EFT76860	03.07.2020	North West Tree Services	TC Damien - Work Crew For Cyclone Clean-up Of Council Assets (Green Waste Removal)	6,619.80
EFT76861	03.07.2020	Roebourne Dingo Hire	Removal Of Abandoned Vehicles - Various	3,025.00
EFT76862	03.07.2020	Reece Pty Ltd	Stock - Retic Fixtures/Fittings	1,948.90

Chq/EFT	Date	Name	Description	Amount
EFT76863	03.07.2020	Wormald Australia Pty Ltd	REAP & KLP - Investigate / Repair faults on Fire Panels	633.60
EFT76864	03.07.2020	BSA Advanced Property Solutions (WA) Pty Ltd	Staff Housing - Replacement AC's, KLP & Airport - Chiller & AC Maintenance, Chemical Cleans - Various Sites, Quarterly Servicing of AC's - Various, WRP Bistro - Replaced Condenser Fan Motor	38,125.83
EFT76865	03.07.2020	Allied Pickfords - Karratha	HR - Relocation of transient furniture	1,729.20
EFT76866	03.07.2020	Jupps Floorcoverings Karratha Pty Ltd	TC Damien - FBCC, Supply & Install Scotia Skirting To Floor	1,260.00
EFT76867	03.07.2020	Chefmaster Australia	Stock - Bin Liners 240ltr H/D	1,859.06
EFT76868	03.07.2020	Winc Australia Pty Limited	Stationery Items - Various Departments	1,305.82
EFT76869	03.07.2020	Dampier Community Association	Bond & Room Hire - 18/06/2020	116.00
EFT76870	03.07.2020	Karratha Florist	Staff - Flowers & Delivery	100.00
EFT76871	03.07.2020	KAW Engineering Pty Ltd	WRP - Cyclone Damien - Remediation Works To The AFL Oval Existing Counter Balanced Light Pole	32,216.80
EFT76872	03.07.2020	Les Mills Aerobics Australia	KLP - Les Mills License Fees Inc Virtual and Support - June 2020	838.63
EFT76873	03.07.2020	Karratha Furniture & Bedding	TYS - Replaced Outdated 3-Seater Couch	1,698.00
EFT76874	03.07.2020	Local Government Professionals Australia WA	Registrations to Justin Langer Leadership and Recovery After a Crisis Webinar - 21/05/2020	250.00
EFT76875	03.07.2020	Joyce Krane	Plant - Lift & Transport 2 Shredder Shafts from KTA Depot to BEZ Engineering	704.00
EFT76876	03.07.2020	Midalia Steel T/a Onesteel	Plant - Stainless Steel Round Bar - 6m	333.81
EFT76877	03.07.2020	City Of Karratha	Reimb - Lost Key Fee Wickham Netball	40.00
EFT76878	03.07.2020	St John Ambulance - Karratha	Course Fee, Apply First Aid - 17/06/2020	640.00
EFT76879	03.07.2020	Sealanes (1985) Pty Ltd	REAP - Kiosk Stock for Reopening of Cinema, Kitchen Supplies for Main Admin	1,361.10
EFT76880	03.07.2020	TNT Express	Freight - Various	1,224.14
EFT76881	03.07.2020	Atom Supply	Equipment Replacements - STIHL Blowers with Vacuum Attachments, Uniform Stock, Cooler Jugs, Tape Measures, Plastic Containers	2,830.15
EFT76882	03.07.2020	J Blackwood & Son Pty Limited	Stock - Traffic Cones, Gloves, Coveralls, Safety Boots	1,856.10
EFT76883	03.07.2020	Airport Lighting Specialists Pty Ltd	TC Damien - KTA Airport, White Gable Fibreglass 3m	12,617.00
EFT76884	03.07.2020	Avdata Australia	KTA Airport - Avdata Airport Data Reporting - May 2020	1,330.12
EFT76885	03.07.2020	Airport Security Pty Ltd	KTA Airport - ASICs	880.00
EFT76886	03.07.2020	Ashdown-Ingram	Parts for Plant Repairs	113.85
EFT76887	03.07.2020	Astro Synthetic Turf Pty Ltd	WRP Cricket Nets - Synthetic Turf Replacement	32,373.00
EFT76888	03.07.2020	Aquatic Services WA Pty Ltd	TC Damien - RAC, Supply/Install Chemical Controller, Re-plumb Flow to Return Line, KLP - Supply Pneumatic Actuator	11,935.00
EFT76889	03.07.2020	Australian Laboratory Services Pty Ltd ( ALS )	Waste - Ground Water Monitoring Sampling Analysis And Administration/Reporting Fees	2,624.16
EFT76890	03.07.2020	Accurate Flooring Pty Ltd t.as Karratha Carpet Court	WRP Gym - Replace Flooring Dispose of Existing	31,000.00
EFT76891	03.07.2020	Fuzz Digital (Daniel Fowler)	TBW - Youth Gone Digital, Girlz Crew - Video Editing & Production - Week 3&4	600.00

Chq/EFT	Date	Name	Description	Amount
EFT76892	03.07.2020	ATI Parts Australia	Parts for Plant Repairs	2,766.69
EFT76893	03.07.2020	Aquatec Maxcon Pty Ltd	KTA Airport - WWTP 1.5M Aquablade	4,752.00
EFT76894	03.07.2020	BC Lock & Key	KTA Depot - Supply 6 x EK keys & 4 x A1 keys, Staff House - Repair Screen Door Lock, WRF - Supply/Program Keys to R16 System	366.85
EFT76895	03.07.2020	Bulla Baby (Lydia Conley)	Business Support - Successful TYBO 2020/21 Grant Recipient 50% Upfront	2,500.00
EFT76896	03.07.2020	CJD Equipment	Stock - Filters (Various)	142.31
EFT76897	03.07.2020	Chamber Of Commerce And Industry Of Western Australia Limited	Employment Law Fundamentals for HR Professionals - 16/17 July	877.80
EFT76898	03.07.2020	Comtec Data Pty Ltd	REAP - Collect Program and Install New GSM Dialler for Cable Gate, WRP Bistro - Repair Alarm System	583.00
EFT76899	03.07.2020	Clark Equipment Sales Pty Ltd	Parts for Plant Repairs	1,345.51
EFT76900	03.07.2020	Card Access Services Pty Ltd	Tourism - Water Filling Station Charges - May 2020	84.52
EFT76901	03.07.2020	Dunnart Picture Framing	Leaving Gift for Employee as per policy CH-03	200.00
EFT76902	03.07.2020	Edge Digital Technology Pty Ltd	REAP 2020 - Cinema Service Agreement - June 2020	434.50
EFT76903	03.07.2020	ELKA Projects And Maintenance (Cardew Holdings Pty Ltd)	P&G Cattrall Park - Locate 2 Wire Solenoid Cables Prep for Sleeve Install	1,113.75
EFT76904	03.07.2020	ecoJarrah	Stock - Aged Arbor Mulch (m3) (Balance)	10,799.25
EFT76905	03.07.2020	Farinosi & Sons Pty Ltd	Stock - Pave N Lock Gel Sand 20kg	123.41
EFT76906	03.07.2020	Focus Banners Pty Limited	CAA - Banner Mesh 20m For Signage On The Leisureplex Fence For Cossack Art Awards 19/07/20-09/08/20	583.00
EFT76907	03.07.2020	Global Security Management (WA)	KLP - Nightly Security Patrols - May 2020	3,386.13
EFT76908	03.07.2020	StrataGreen (Strata Corporation Pty Ltd)	Stock - Tree Tie Hessian 50mm x 33m, Bypass Lopper Cutting Head, Knapsack Spraypak	1,176.73
EFT76909	03.07.2020	G Bishops Transport Services Pty Ltd atft GBT Services Trust	Freight - Various	936.63
EFT76910	03.07.2020	Harvey Norman Commercial - Osborne Park	TC Damien - Philips 42" P-Line Display FHD powered by Android Replacement FID TV	2,293.50
EFT76911	03.07.2020	Home Hardware Karratha (Sahajanand Civil Pty Ltd T/as)	General Hardware Items	436.49
EFT76912	03.07.2020	Harvey Norman Karratha (Rathasupa No. 2 Trust t/as)	REAP - TV Brackets for Vision Foldback Doleys	378.00
EFT76913	03.07.2020	ID Warehouse Pty Ltd	KTA Airport - Authority to Drive Airside - Magicard Colour Ribbon 300 prints	371.66
EFT76914	03.07.2020	Karratha Signs	REAP - Kiosk 2020 - Print Wrap For Mobile Bars And Kiosk Fridge, Vehicle Magnets for Graffiti Removal Services	2,915.00
EFT76915	03.07.2020	James Bennett Pty Limited	Libraries - New Resources	1,419.23
EFT76916	03.07.2020	Jolly Good In Car Audio and Entertainment T/A Jolly Good Auto Electric	Plant Repairs - Various	2,209.30
EFT76917	03.07.2020	JB Hi-Fi Solutions (JB Hi-Fi Group Pty Ltd t/as)	IT - Samsung Galaxy Tab A 10.1' 4G 32GB (Black) [2019]	2,539.00

Chq/EFT	Date	Name	Description	Amount
EFT76918	03.07.2020	Karratha Veterinary Hospital	Animal Control	122.30
EFT76919	03.07.2020	Komatsu Australia Pty Ltd	Plant Repairs - Various	196.16
EFT76920	03.07.2020	Karratha Machinery Hire	Machine Hire - Dry Hire 13T Smooth Drum Roller 18-22/05/20	1,650.00
EFT76921	03.07.2020	Karratha Painting Pty Ltd	WRP - Preparation & Painting In The Entry Hallway & Gym	907.50
EFT76922	03.07.2020	United Industrial Solutions	Plant - Complete Refurbishment To Custom Flat-Top Trailer For TORO 4700D Gang Mower KR5614	9,575.50
EFT76923	03.07.2020	Karratha Timber & Building Supplies	General Hardware Items	33.24
EFT76924	03.07.2020	Woolworths Group Limited	Stock - Glen 20 Disinfectant Spray, Staff Leaving Morning Tea Supplies, IPC - Café Supplies, Workshop Catering, Cleaning Products	745.34
EFT76925	03.07.2020	Wickham Primary School P&C Association Inc	Bucks for Bags - Donation for Community Litter Cleanup 20/06/20	1,800.00
EFT76926	03.07.2020	Landgate	Valuation Expenses - Land Enquires and Title Searches - May 2020	78.60
EFT76927	03.07.2020	Laser Corps WA (West Aussie Amusements Pty Ltd t/as)	IPC - Shipping For Laser Tag Guns. Additional Sets Of Head Bands For Laser Tag	375.00
EFT76928	03.07.2020	Modern Teaching Aids Pty Ltd ( MTA )	KLP Crèche - Play Table Compact Kitchen	376.16
EFT76929	03.07.2020	MKM Consulting Engineering P/l	TYS - Independent Review of Skate Park Shade Structure	3,630.00
EFT76930	03.07.2020	M & M Masonary	Lewandowski Park - Rebuild Damaged Seat Cut Out Damaged Area And Rebuild	1,529.00
EFT76931	03.07.2020	NBS Signmakers	TC Damien - Aluminium "No Stopping", "Subject to Flooding" Signs	1,170.95
EFT76932	03.07.2020	Nickol Bay Volunteer Bush Fire Brigade	Aware Programme - Hazard Reduction Burn - Horizon Power Station Treatment	2,900.00
EFT76933	03.07.2020	OTR Tyres (TKPH Pty Ltd)	Plant Repairs - Various	3,909.40
EFT76934	03.07.2020	North Regional Tafe	HR - Intro to OSH for Safety Reps - 18/22 May 2020	2,800.00
EFT76935	03.07.2020	Printsync Norwest Business Solutions	Printer / Photocopy Charges - Various	876.09
EFT76936	03.07.2020	Prompt Contracting And Fencing Pty Ltd	TC Damien – Staff Housing - Supply And Install 1800mm High Colour Bond Fence, Repairs to Pegs Creek Cricket Nets	3,773.00
EFT76937	03.07.2020	Powerlift Industries (Healestek Pty Ltd)	TC Damien - Labour Hire - Sign installation 25-29/05/2020	10,450.00
EFT76938	03.07.2020	PTM Pilbara Traffic Management Pty Ltd	Tech Serv - Supply Two Traffic Controllers With Two Vehicles and Required Signage	1,483.63
EFT76939	03.07.2020	Wickham Tidy Towns Inc	Bucks for Bags - Community Litter Clean up 20/06/2020	714.00
EFT76940	03.07.2020	Profix Australia (West Pilbara Enterprises Pty Ltd T/as)	TC Damien 2020 - KTA Airport - Replace Glass & Reglaze Damaged Windows	22,990.76
EFT76941	03.07.2020	Weymul Holdings Pty Ltd	General Garden Ground Mtce - June 2020	7,920.00
EFT76942	03.07.2020	The Workwear Group Pty Ltd (Yakka Pty Ltd)	Stock - Uniforms	106.20
EFT76943	03.07.2020	Repco Auto Parts (GPC Asia Pacific)	Stock - 7 Pin Trailer Connector	33.34
EFT76944	03.07.2020	Raeco	Library - Adhesive Contact Rolls For Book Covering	27.61
EFT76945	03.07.2020	Richose Pty Ltd	Parts for Plant Repairs	748.21

Chq/EFT	Date	Name	Description	Amount
EFT76946	03.07.2020	Statewide Bearings	Parts for Plant Repairs	144.91
EFT76947	03.07.2020	Sodexo	Staff Housing - Rent	1,303.57
EFT76948	03.07.2020	Schneider Electric (Australia) Pty Ltd	KLP/KTA Main Admin/REAP - 1st Quarter Maintenance of BMS equipment	20,883.68
EFT76949	03.07.2020	Skipper Transport Parts	Stock - Yield Aerosol Penetrating Agent 400g	449.20
EFT76950	03.07.2020	Sense2 Pty Ltd	CAA - 300 Branded Pads & Pencils	2,488.20
EFT76951	03.07.2020	Kigelia Investments Pty Ltd t/as Splash Alley	Stock - Uniforms, Polos	1,129.92
EFT76952	03.07.2020	Steve Trevurza T/as Pilbara Shade Sails	Millars Daycare - Repair Holes in Large Shade Sail	495.00
EFT76953	03.07.2020	Trasan Contracting Pty Ltd	TC Damien - Staff Housing Repair Works, Window Awnings, Window Frames, Doors Seals, Roof Repairs, Repainting, Cossack - Repair Rotting Staircase	24,687.58
EFT76954	03.07.2020	The Walt Disney Company Pty Ltd	REAP Cinema - Titanic - 25%	220.50
EFT76955	03.07.2020	Illion Tenderlink (Illion Australia Pty Ltd t/as)	Tender Advertising	172.70
EFT76956	03.07.2020	Talis Consultants Pty Ltd T/a Talis Unit Trust	Sharpe Avenue Traffic Calming Design - Claim #3-5, 7 Mile Waste - Closure Plan, KTA Airport - Application for Clearing Permit	11,757.63
EFT76957	03.07.2020	Taylor Burrell Barnett (Toddville Prospecting Pty Ltd)	Dampier Structure Plan Contract works - RFQ31-19/20 Stage 1 to 30/06/2020	23,103.51
EFT76958	03.07.2020	H Thompson	REAP Studio - Youth Gone Digital - Jammin The Gram - Youth Performers Recording Two Songs	100.00
EFT76959	03.07.2020	C Adams	Reimb of Utilities (Power) as per Employment Contract	1,294.35
EFT76960	03.07.2020	R Bianco	Reimbursement of Utilities (Internet Power) as per Manager Contract	93.56
EFT76961	03.07.2020	N Greenfield	Security Subsidy Scheme Reimbursement	309.50
EFT76962	03.07.2020	P Levis	Reimb of Utilities (Water) as per Manager Contract	278.40
EFT76963	03.07.2020	A Minchin	Reimb Utilities (Power) as per Director Contract	1,016.78
EFT76964	03.07.2020	W Scott	Security Subsidy Scheme Reimbursement (CCTV System)	499.00
EFT76965	03.07.2020	A Virkar	Reimb Utilities (Gas) as per Manager Contract	168.00
EFT76966	03.07.2020	A Wear	Reimb of Utilities (Water) as per Manager Contract	329.02
EFT76967	03.07.2020	Wickham Netball Association Inc	Refund - 2020 Seasonal Bond Wickham Netball #341805 15/06/2020	110.00
EFT76968	03.07.2020	W Augustin & M Bussell	Cleaverville Caretakers - Fuel and Cleaning Products Reimbursement	194.97
EFT76969	03.07.2020	Jackenzie Holdings Pty Ltd T/as Pilbara Contracting	KLP - Supply And Installation of Brick Pavers - Rear Car Park Median Paving	50,484.50
EFT76970	03.07.2020	Pilbara Motor Group - PMG	Purchase Toyota Hilux SR 2.8L Diesel AUTO 4x4 with Jaram Reticulation Fit Out	51,717.91
EFT76971	10.07.2020	Links Modular Solutions Pty Ltd	IT Software - Links Support & Upgrades - Annual Fee 20/21 - KYS KLP KTVC	33,507.10
EFT76972	10.07.2020	Manning Pavement Services Pty Ltd T/a Karratha Asphalt	Asphalt - for Main Roads (Dampier Road, Hearson's Cove Road, DeWitt Rd, Millstream Rd)	132,479.42
EFT76973	10.07.2020	Cleanaway Pty Ltd	7 Mile Recycling - Bulk Bin Collection - June 2020	1,131.74
EFT76974	10.07.2020	Telstra Corporation Ltd	Telephone Usage Charges	10,288.19
EFT76975	10.07.2020	Horizon Power	Electricity Usage Charges	1,508.65
EFT76976	10.07.2020	Water Corporation	Water Usage Charges	747.90
EFT76977	10.07.2020	Optus Billing Services Pty Ltd	KLP Emergency Lift Phone - 07/05/2020 - 06/06/2020	19.99
EFT76978	10.07.2020	Water Corporation	Water Usage Charges	27,845.05

Chq/EFT	Date	Name	Description	Amount
EFT76979	10.07.2020	Winc Australia Pty Limited	Stationery Items - Various Departments	478.40
EFT76980	10.07.2020	Dampier Community Association	Dampier Library - Room Hire of DCH Multi-Purpose Room	174.00
EFT76981	10.07.2020	Hathaways Lubricants	Stock - Batteries and Lubricants	1,315.68
EFT76982	10.07.2020	P Hicks	Copyright Licence Agreement Fee for Artwork - Languages	2,000.00
EFT76983	10.07.2020	Host Corporation Pty Ltd t/a Host Direct	Equipment - REAP - Glassware Storage Box	154.44
EFT76984	10.07.2020	Les Mills Aerobics Australia	KLP - Les Mills License Fees inc Virtual & Support - June 2020	260.70
EFT76985	10.07.2020	Joyce Krane	Plant - 25 Tonne Crane for Lifting Magnetic Grab Attachment	704.00
EFT76986	10.07.2020	Royal Life Saving Society WA Inc	WRP - 2x Speedblock Heads for Spinal Board	296.40
EFT76987	10.07.2020	Helloworld Travel Karratha	Flights - ChemCert Facilitator & Cossack Judges	2,170.00
EFT76988	10.07.2020	TNT Express	Freight - Various	239.30
EFT76989	10.07.2020	Bunzl Brands And Operations Pty Ltd	KTA Airport - 1 Pair Airport Screening Compliant Safety Boots	175.01
EFT76990	10.07.2020	Atom Supply	REAP 2020 - Stock/Consumables/Tools To Manage And Maintain during COVID Shutdown, Uniform stock, Grease Gun, Stanley Knife, Gloves, Plastic Containers	2,914.06
EFT76991	10.07.2020	J Blackwood & Son Pty Limited	REAP 2020 - FOH Shelving For Storeroom 5, Safety Boots, Cable Ties, Saw Blades, P&G - Honda Pro Lawn Mower	8,242.03
EFT76992	10.07.2020	Auslec (L & H Group t/as)	IT Expenses - Cable Cover Pedestrian	481.58
EFT76993	10.07.2020	Again Faster Equipment	WRF - 10 x 2.5kg bumper plates and a plate storage tree for WRP gym	1,091.53
EFT76994	10.07.2020	Australian Training Management Pty Ltd	Traineeship Fees - May 2020	52.96
EFT76995	10.07.2020	ATI Parts Australia	Parts for Plant Repairs	2,457.58
EFT76996	10.07.2020	BC Lock & Key	Stock - Padlock BP - R618 Series 63mm (Bollards) - Key KD-01 or KD-05, WRF - Various Padlocks, Millars Well Pavilion - Supply Blocker Plates for Doors	1,156.73
EFT76997	10.07.2020	BP Australia Pty Ltd	Fleet Fuel - May 2020	2,952.78
EFT76998	10.07.2020	BM Engineering Surveys Pty Ltd	Ashton Park - As Constructed Survey Of Reticulation	693.00
EFT76999	10.07.2020	Bookeasy Pty Ltd	KTVC - Service Fee Apr 2020	220.00
EFT77000	10.07.2020	Centurion Transport Co Pty Ltd	Freight - Various	2,771.73
EFT77001	10.07.2020	Chamber Of Commerce And Industry Of Western Australia Limited	Employment Law Fundamentals for HR Professionals - 16/17 July	438.90
EFT77002	10.07.2020	Dr Lisa Pearce t/as Karratha Mobile Veterinary Services Pty Ltd	Animal Control - Various	256.90
EFT77003	10.07.2020	Duratec Australia Pty Ltd	Wickham Lions Park - Blast & Paint x2 Table & Chairs	5,452.52
EFT77004	10.07.2020	Department Of Finance	Stock - Dust Masks	1,540.00
EFT77005	10.07.2020	Empire6714	COVID 19 Advertising Grant	634.38
EFT77006	10.07.2020	ecoJarrah	Stock - Aged Arbor Mulch (m3)	10,799.25
EFT77007	10.07.2020	Farinosi & Sons Pty Ltd	125MM Turbo Diamond Blade	75.90
EFT77008	10.07.2020	FE Technologies Pty Ltd	Libraries – Gates Chute Kiosk Circ Assist - April 2020 - Mar 2021, Annual Maintenance Fee June 20 to May 21	8,985.90

Chq/EFT	Date	Name	Description	Amount
EFT77009	10.07.2020	Frogmat Landscape Construction (Ghanshyam Holdings Pty Ltd t/as)	Grounds Maint Svcs - Landscaped verge areas surrounding Karratha Hospital Feb 2020	2,002.00
EFT77010	10.07.2020	Fleet Fitness (atf O'Shaughnessy Family Trust)	KLP - Cup Holders and Pedal Straps - Treadmills and Upright Bikes	411.40
EFT77011	10.07.2020	FM Building and Mining Services Pty Ltd	KTA Airport - Flexible Coupling 316 Stainless	1,107.70
EFT77012	10.07.2020	Globe Australia Pty Ltd	Stock - Termidor (1 ltr)	468.51
EFT77013	10.07.2020	G Bishops Transport Services Pty Ltd atf GBT Services Trust	Freight - Various	305.56
EFT77014	10.07.2020	Dampier Plumbing & Gas (tff DPG Trust)	Staff Housing - Replace Water Main Pipe, Install Copper Water Main, KLP - Repairs to Taps, Retic Pump, KTA Airport - Replace Broken Toilet Seats, Repair Push Button in Men's, Repair Leak on Pump #2, Various Staff Housing & Venue Repairs (Taps, Retic, Unblock Drains)	12,482.80
EFT77015	10.07.2020	Hunter Mechanical Pty Ltd	Complete Mechanical Scheduled Service - P1109 Toyota Prado GXL KR6238	350.00
EFT77016	10.07.2020	Home Hardware Karratha (Sahajanand Civil Pty Ltd T/as)	General Hardware Items	70.78
EFT77017	10.07.2020	Harvey Norman Karratha (Rathasupa No. 2 Trust t/as)	IPC - Replacement Vacuum Cleaner	837.00
EFT77018	10.07.2020	ITR Western Australia	Stock - Bolt Plow 5/8 x 2-1/2	32.67
EFT77019	10.07.2020	Integrity Coach Lines (Aust) Pty Ltd	KTVC Tour Booking - Sales	918.36
EFT77020	10.07.2020	Karratha Signs	Plant Purchase - Water Truck Wrap - P8836	3,844.50
EFT77021	10.07.2020	Jolly Good In Car Audio and Entertainment T/A Jolly Good Auto Electric	Plant Repairs - Various	855.00
EFT77022	10.07.2020	Karratha Glass Service	WRP - Fabricate mirror frames for Gymnasium Changerooms, KTA Airport - Sneeze Guard Install, Millars Daycare - Replace Sliding Door Rollers	1,100.00
EFT77023	10.07.2020	Keyspot Services	Name Badges for Wickham Rec / Libraries	585.00
EFT77024	10.07.2020	Komatsu Australia Pty Ltd	Parts for Plant Repairs	671.54
EFT77025	10.07.2020	Karratha Machinery Hire	PG - Karratha Open Spaces - Hire 3T tipper 04/04/2020 - 07/04/2020	942.85
EFT77026	10.07.2020	Karratha Junior Rugby League	Reimb - Junior Light Token - Until 30 June 2020	710.00
EFT77027	10.07.2020	Dorsett Retail Pty Ltd T/A Karratha Retravision	Staff Housing - Gas Cooktop Electric Oven	1,271.00
EFT77028	10.07.2020	Karratha Painting Pty Ltd	Staff Housing - Full Internal Repaint & Gyprock Repairs, WCH - Paint Doors, WRP - Patch/Paint Gym	9,548.50
EFT77029	10.07.2020	M & M Masonary	TC Damien - Cossack Lookout, Remove and Dispose of all Steel Framing Seating & Roofing	8,806.82
EFT77030	10.07.2020	Trustee For Mcphail Family Trust	Urgent Removal of Graffiti in Wickham, Baynton West Oval - Repaint Playground Art Piece	7,810.00
EFT77031	10.07.2020	Mountway Finance (tff M & J Acreage Trust)	Marketing & Promotion - COVID19 Advertising Grants 2020	1,100.00
EFT77032	10.07.2020	Norwest Craft Supplies	TBW - Stock Replenishment of Materials & Supplies for Youth Centre Programming	298.21
EFT77033	10.07.2020	OTR Tyres (TKPH Pty Ltd)	Plant - Wheel Alignment	93.50

Chq/EFT	Date	Name	Description	Amount
EFT77034	10.07.2020	Pilbara Distributors Pty Ltd	Stock - Washroom Cleaner & Spray bottles	140.91
EFT77035	10.07.2020	North Regional Tafe	HR - Engage With Simple Texts For Personal Purposes	22.20
EFT77036	10.07.2020	Printsync Norwest Business Solutions	Printer / Photocopy Charges - Various	10.61
EFT77037	10.07.2020	Prompt Contracting And Fencing Pty Ltd	WRP - Additional Fencing for the Wickham Cricket Nets, KLP - Cricket Net Repairs (TC Damien)	22,902.00
EFT77038	10.07.2020	Powerlift Industries (Healestek Pty Ltd)	TC Damien - Sign Installations 02/06/20 to 05/06/20, Collect Stumps and Deliver to Waste	13,524.50
EFT77039	10.07.2020	PTM Pilbara Traffic Management Pty Ltd	Design of traffic management plan for Bayview Road and Balmoral Road	935.00
EFT77040	10.07.2020	Pilbara Windscreen Experts Pty Ltd	Plant Repairs - Various	840.00
EFT77041	10.07.2020	Pro-Am Australia	WRP - Upgrade Swim Teaching Resources for 'Learn to Swim' Program	313.50
EFT77042	10.07.2020	H Pratt	KTVC - Merchandise, Pilbara Pens made from local wood	360.00
EFT77043	10.07.2020	Repcos Auto Parts (GPC Asia Pacific)	Plant - TF 650 Blade Force Beam 650mm	62.27
EFT77044	10.07.2020	Richose Pty Ltd	Parts for Plant Repairs	665.87
EFT77045	10.07.2020	Statewide Bearings	Parts for Plant Repairs	707.60
EFT77046	10.07.2020	Kmart Karratha	TBW - Replenishment of Materials & Supplies For Youth Centre Programming, WRF - Playpen & Mats, WRF - July Holiday Program Supplies	1,264.85
EFT77047	10.07.2020	Shire Of Wyndham - East Kimberley	Shire Building Plans BA3 - Certificates of Design Compliance for applications	396.00
EFT77048	10.07.2020	Designa Sabar Pty Ltd	Cyclone Damien - Drucker Seiko ECO Printer, Onsite Servicing	1,701.71
EFT77049	10.07.2020	Solcomm Pty Ltd	TC Damien - Assistance to Check/Configure New Equipment	2,640.00
EFT77050	10.07.2020	Scope Business Imaging	Printer / Photocopy Charges - Various	843.02
EFT77051	10.07.2020	Scott Printers Pty Ltd	Community Programs - Youth Gone Digital - Flyer Printing & Mailing	1,383.80
EFT77052	10.07.2020	Sanity Music Stores Pty Ltd	Libraries - New Resources	12.50
EFT77053	10.07.2020	Skipper Transport Parts	Stock - Bag of Rags 15kg	145.81
EFT77054	10.07.2020	Soundbay Pty Ltd t/as Store DJ Mannys Music Store	Youth Gone Digital - Youth Podcast - Full Podcasting Equipment Setup	2,285.00
EFT77055	10.07.2020	Technology One Limited	IT Software - IntraMaps GIS Consulting Services 01/07/2019 to 30/06/2020	1,804.00
EFT77056	10.07.2020	Tyrepower Karratha (Jollys Autocentre Pty Ltd)	Plant Repairs - Various	249.00
EFT77057	10.07.2020	The Junction Co	My Bloody Awesome Journal' Video Workshops	2,455.00
EFT77058	10.07.2020	Ausolar Pty Ltd	TC Damien - Karratha Tennis Club - Replace Damaged Lighting To Courts 7 & 8, Roebourne Courts - Replace Damaged Lights, TC Damien - Repairs to Oval Lights (Tambrey, Pegs, Wickham & Nickol West) KTA Airport - Install new PCB for Main Auto Gate, Remove Defected TV Install New, Repair Pump, Repairs to Electrical Meter Box, Junction Box Repairs, KLP - Relocate GPO, Repair 24hr Gym Door	89,392.14
EFT77059	10.07.2020	United Party Hire (Wildwater Holdings Pty Ltd t/as)	Dampier Foreshore Opening - Equipment Hire, Pickett Fencing Trestle Tables Chairs Umbrellas Marquee Set Up/Pack Down, WRF - Smoke Machine Hire for Event	4,305.50

Chq/EFT	Date	Name	Description	Amount
EFT77060	10.07.2020	Karratha Timber & Building Supplies	General Hardware Items	2,014.08
EFT77061	10.07.2020	Roadshow Films Pty Ltd	REAP Cinema - Movie licence for The Big Trip	288.20
EFT77062	10.07.2020	Vorgee Pty Ltd	WRF - Selection of Swimwear Accessories	1,791.90
EFT77063	10.07.2020	Woolworths Group Limited	The Base, TYS, WRP & KLP - Program Supplies, YAG Meeting Catering, Farewell Morning Tea, REAP - Kitchen Supplies, KTA Airport - Batteries	2,833.61
EFT77064	10.07.2020	Wawardu Limited	KTVC - Merchandise t-shirts magnets cushions t-towels	1,262.40
EFT77065	10.07.2020	Weymul Holdings Pty Ltd	KTA Open Spaces - General Garden Ground Mtce Wks Ending 21/06/20 and 28/06/20	7,920.00
EFT77066	10.07.2020	The Workwear Group Pty Ltd (Yakka Pty Ltd)	Stock - Uniforms	591.00
EFT77067	10.07.2020	C Adams	Utilities Reimbursement - As per Employment Contract (Water Charges)	124.24
EFT77068	10.07.2020	S Burton	Reimb - Security Subsidy Scheme	500.00
EFT77069	10.07.2020	S Francis	Refund - Trybooking Error Charged Incorrectly	5.63
EFT77070	10.07.2020	A & R McKay	Reimbursement - Fuel / General Hardware Items as per 40 Mile Caretaker Agreement (2 weeks claims)	326.84
EFT77071	10.07.2020	M Vargas Mantilla	Refund - Car Park Card Bond #326095 21/05/2019	50.00
EFT77072	10.07.2020	S Mort	Refund - Trybooking Error Charged Incorrectly	5.63
EFT77073	10.07.2020	K Nunn	Refund - Trybooking Error Charged Incorrectly	11.25
EFT77074	10.07.2020	T Payne	Refund - Lost Ticket Fee	159.00
EFT77075	10.07.2020	Ryan Blackburn t/as Rizart	Art Work Sales from REAP Art Space (minus Venue Hire)	201.00
EFT77076	10.07.2020	P Richards	Refund - Trybooking Error Charged Incorrectly	16.88
EFT77077	10.07.2020	B Wall	Utilities Reimbursement - As per Employment Contract (Water Charges)	133.48
EFT77078	10.07.2020	W Augustin & M Bussell	Caretaker Reimbursement - Cleaverville Fuel & Toilet Chemicals	618.00
EFT77079	10.07.2020	C Wilson	Refund - Trybooking Error Charged Incorrectly	5.63
EFT77080	10.07.2020	Poinciana Nursery	P&G - Slashing Drainage Area in Baynton West	8,599.51
EFT77081	10.07.2020	Rol-wa Pty Ltd T/a Allpest Wa	REAP - Treatment for Termites and Singapore Ants	206.25
EFT77082	10.07.2020	Datacom Systems (AU) Pty Ltd	Cancelled Payment	0.00
EFT77083	10.07.2020	Handy Hands Pty Ltd	Street Tree Maintenance - Season 1L	45.00
EFT77084	10.07.2020	Kennards Hire Pty Limited	Machinery Hire - Various	3,149.99
EFT77085	10.07.2020	Roebourne Dingo Hire	Vehicle Removal - Tow White Holden Commodore	165.00
EFT77086	10.07.2020	Reece Pty Ltd	Stock - Retic Fixtures/Fittings	5,865.84
EFT77087	10.07.2020	Shelf Cleaning Services	TBW - Special Cleaning of Venue, TYS - Cleaning of Egg from Building	636.80
EFT77088	10.07.2020	Element Advisory Pty Ltd	Walgu Park & Water Tank Public Art - Claim 2 & 3	15,587.00
EFT77089	10.07.2020	Turf Whisperer (Turf Life Pty Ltd t/as)	Relocation of 14th Mens Golf Tee	16,456.00
EFT77090	10.07.2020	Wormald Australia Pty Ltd	Millars Health Clinic - Replace Exit Light, WTS - new Extinguisher & Service	578.60
EFT77091	10.07.2020	Construction Training Fund (CTF)	CTF Receipts - June 2020	3,238.62
EFT77092	10.07.2020	Leethall Constructions Pty Ltd	Footpath, Crossovers & Kerbing - Various	51,837.50
EFT77093	10.07.2020	Australian Communications & Media Author (ACMA)	Licence renewal - KLP / REAP / QRTR / Optus Tower Lookout / Mt Welcome / Wickham Oval	1,917.00

Chq/EFT	Date	Name	Description	Amount
EFT77094	10.07.2020	Trasan Contracting Pty Ltd	TC Damien 2020 - Replace Damaged Windows - Cossack Village, Dampier Fire Station - TC Damien Roof Repairs, WRP - Replace Damaged Door to Bball Courts, WRP - install Monoclad profile superseal along base of wallsheets, Staff Housing - TC Damien Repairs, Fences, Roof Sheets, Ridge Caps, Repair Doors, Bedroom Wall	50,943.15
EFT77095	10.07.2020	BSA Advanced Property Solutions (WA) Pty Ltd	TC Damien 2020 - KTA Airport - Chiller Plant DB Damage From Water Ingress, KLP - Chemical Clean AC Units, Quarterly AC/Chiller Maintenance - All Sites, FBCC & REAP - Replace Filters	64,389.00
EFT77096	10.07.2020	Profix Australia (West Pilbara Enterprises Pty Ltd T/as)	Staff Housing - Remove and Replace 3 x Robes, KTA Airport - TC Damien Repairs to Carpark Areas, Playground - Remove/Replace Flooring, Replace Colourbond Sheeting to Water Pump Shed, Staff Housing - Various TC Damien Repairs, Doors, Seals, Patch & Paint	38,184.95
EFT77097	10.07.2020	City Of Karratha	Payroll deductions	5,699.99
EFT77098	10.07.2020	T Swetman - (Mortgage Account)	Home Ownership Allowance	555.00
EFT77099	10.07.2020	D Cleaver (Mortgage Account)	Home Ownership Allowance	100.00
EFT77100	10.07.2020	T Corfield & L Royal (Mortgage Account)	Home Ownership Allowance	225.00
EFT77101	10.07.2020	L Gan - (Mortgage Account)	Home Ownership Allowance	425.00
EFT77102	10.07.2020	C Gorman (Mortgage Account)	Home Ownership Allowance	400.00
EFT77103	10.07.2020	P Heekeng - (Mortgage Account)	Home Ownership Allowance	350.00
EFT77104	10.07.2020	S Kot (Mortgage Account)	Home Ownership Allowance	932.63
EFT77105	10.07.2020	C King (Mortgage Account)	Home Ownership Allowance	450.00
EFT77106	10.07.2020	Maxxia Pty Ltd	Payroll deductions	43,151.40
EFT77107	10.07.2020	N Milligan - (Mortgage Account)	Home Ownership Allowance	479.64
EFT77108	10.07.2020	J Patel (Mortgage Account)	Home Ownership Allowance	300.00
EFT77109	10.07.2020	A Virkar (Mortgage Account)	Home Ownership Allowance	300.00
EFT77110	10.07.2020	B Wall (Mortgage Account)	Home Ownership Allowance	180.00
EFT77111	15.07.2020	Australian Taxation Office	Payroll deductions	310,492.78
EFT77112	15.07.2020	Child Support Agency	Payroll deductions	2,191.38
EFT77113	13.07.2020	Carrie Mcdowell	Cossack 2020 - Artist in Residence Fee	11,000.00
EFT77114	13.07.2020	Elisa Trifunski	Cossack Art Awards 2020 - Judges Per Diem x 3 Days	750.00
EFT77115	13.07.2020	Joel Wilson	Cossack Art Awards 2020 - Judges Per Diem x 3 Days	750.00
EFT77116	13.07.2020	Sharmila Wood	Cossack Art Awards 2020 - Judges Per Diem x 3 Days	1,290.00
EFT77117	10.07.2020	City Of Karratha	Investment - Reserve Funds TD Bankwest 1 Month @.95%	2,000,000.00
EFT77118	17.07.2020	Cleanaway Pty Ltd	Sweeping of Carparks, Paths, Pathways and Roads - June 2020, KLP, REAP & Ops Centre - Skip Bin Lifts	65,671.96
EFT77119	17.07.2020	Water Corporation	Water Usage Charges	75,058.23

Chq/EFT	Date	Name	Description	Amount
EFT77120	17.07.2020	Foxtel For Business	WRP - Business Premium Core Channels - July 2020	473.50
EFT77121	17.07.2020	Neverfail Springwater Ltd - Karratha Visitors Centre	KTVC - 15L Water Bottle Refills	45.95
EFT77122	17.07.2020	Horizon Power	Electricity Usage Charges	115,727.84
EFT77123	17.07.2020	Assetic Australia Pty Ltd	IT Software - Corporate Asset Management System - 2020/21 Licence Fee	72,710.00
EFT77124	17.07.2020	Active Discovery (Humphrey Group Australia)	Cancelled Payment	0.00
EFT77125	17.07.2020	GBSC Yurra Pty Ltd	Wickham Boat Beach - Supply and Construction of Walkway	113,720.33
EFT77126	17.07.2020	Supastar Enterprises Pty Ltd	KTA Airport - General Aviation Apron Sealing Works (RFQ 35-19/20)	117,748.31
EFT77127	17.07.2020	Jupps Floorcoverings Karratha Pty Ltd	FBCC - Supply & Install New Flooring	31,450.00
EFT77128	17.07.2020	Bunzl Brands And Operations Pty Ltd	KTA Airport - Aviation Screening Compliant Safety Boots x 3	525.03
EFT77129	17.07.2020	Atom Supply	Stock - F10-200 Treatment Fuel F10 200L, Safety Boots, Cleaning Supplies, Hose, Uniforms Stock, Buffalo Pro Lawnmower	6,357.85
EFT77130	17.07.2020	J Blackwood & Son Pty Limited	KTA Airport - Bin Bullet Compass, Safety Boots, Drover Hats, Gloves, Silicone, Jerry Cans, Spray Paint, Electrical Tape, Lubricant Spray	2,984.26
EFT77131	17.07.2020	ATI Parts Australia	Parts for Plant Repairs - Various	668.48
EFT77132	17.07.2020	Studiocanal Pty Ltd	REAP - Cinema: Here Comes The Grump 1st October term will be 35% - Expected Attendance 50%	143.40
EFT77133	17.07.2020	Kennards Hire Pty Limited	Machinery Hire - Various (shoulder grading)	5,171.73
EFT77134	17.07.2020	Kevcor Pty Ltd t/as AVS Northwest	The Quarter - Market and Insurance Valuation	11,000.00
EFT77135	17.07.2020	Leethall Constructions Pty Ltd	Cancelled Payment	0.00
EFT77136	17.07.2020	Kmart Karratha	PBFC - Cushions Cords Extensions And Storage Shelving	210.50
EFT77137	17.07.2020	Seatadvisor Pty Ltd	REAP - Ticketing Management system fees - May & June 2020	327.25
EFT77138	17.07.2020	Turf Whisperer (Turf Life Pty Ltd t/as)	WRG - Install cricket pitch mats including sand levelling & fertilising surrounds	6,490.00
EFT77139	17.07.2020	Wren Oil	7 Mile Recycling - Collection Of Used Oil From Facility	280.50
EFT77140	17.07.2020	WA Billboards	KTA Airport - FIDs and Rapidsuitecloud Charges - May & June 2020	4,691.50
EFT77141	17.07.2020	M Ashby	HR - Study Assistance - Diploma Airport Operations	2,339.60
EFT77142	17.07.2020	A Dorning	Reimb of Utilities as per employment contract	89.00
EFT77143	17.07.2020	B Glasgow	Reimb - Security Subsidy Scheme	374.00
EFT77144	17.07.2020	R Hall	Reimb of Utilities as per employment contract	3,522.20
EFT77145	17.07.2020	B Holland	Reimb - Security Subsidy Scheme	500.00
EFT77146	17.07.2020	A Virkar	Reimb Utilities as per employment contract	256.15
EFT77147	17.07.2020	KAW Engineering Pty Ltd	Plant - Replace side mesh gates	1,628.00
EFT77148	17.07.2020	Advam Pty Ltd	KTA Airport - Monthly Support Fee Parkbank & Monthly Credit Card Transaction Fee - June 2020	193.95
EFT77149	17.07.2020	Ashdown-Ingram	Parts for Plant Repairs - Various	441.10
EFT77150	17.07.2020	Aussport Scoreboards (Fuel 4 Business Pty Ltd t/as)	Electronic Scoreboard Replacement Wireless Controller Including AFL & Cricket Software	1,177.00

Chq/EFT	Date	Name	Description	Amount
EFT77151	17.07.2020	Arrow Tyre Distributors	Plant Repairs - Various	2,231.41
EFT77152	17.07.2020	BOC Limited	Replacement Tools - Cutting attachment	125.82
EFT77153	17.07.2020	BC Lock & Key	Roebourne Pool - Please supply replacement BE Lock Cylinder	62.29
EFT77154	17.07.2020	Benara Nurseries	PG - WCH Plant Stock	2,059.98
EFT77155	17.07.2020	Braille Sign Supplies Pty Ltd	Pegs Creek Pavilion - Supply 3 x Signs for Ablutions	375.00
EFT77156	17.07.2020	Coca-Cola Amatil (Holdings) Ltd	REAP Kiosk 2020 - Assorted Soft Drinks	451.45
EFT77157	17.07.2020	Comtec Data Pty Ltd	KTA Airport - Clean Door Handle to Rectify Constant Ringing, KTA Depot - Supply Spare Door Card Reader	610.50
EFT77158	17.07.2020	Dampier Primary P&C Association	Cancelled Payment	0.00
EFT77159	17.07.2020	D & S Wells (WA) Pty Ltd	P&G - Wickham Entry - 1 x Map Shelter	13,607.00
EFT77160	17.07.2020	Karratha Mobile Veterinary Services Pty Ltd	Animal Control - Various	73.40
EFT77161	17.07.2020	DS Agencies Pty Ltd	Stock - Stainless Steel Bin Round -300mm in ground	9,724.00
EFT77162	17.07.2020	Exteria	Karratha Cemetery - Parkway Seats Grey Smoke	9,153.10
EFT77163	17.07.2020	Farinosi & Sons Pty Ltd	Sanitation - 2 x Makita 18V Vacuum Cleaner Skin	319.00
EFT77164	17.07.2020	Frogmat Landscape Construction (Ghanshyam Holdings Pty Ltd t/as)	Ground Maint Svcs - to landscaped verge areas surrounding Karratha Hospital June 2020	1,001.00
EFT77165	17.07.2020	Tango Group International (FLL Import Export Pty Ltd t/as)	SP&I - Clevinger ProDefend Table/Counter Stand & Dispenser with Acrylic Base & Drip Tray	2,624.60
EFT77166	17.07.2020	G Bishops Transport Services Pty Ltd atft GBT Services Trust	Freight - Various	382.49
EFT77167	17.07.2020	Hitachi Construction Machinery	Stock - Parts for Plant Repairs	236.14
EFT77168	17.07.2020	Hurley Architecture & Planning	Re-design of Roebourne Library for Dept of Communities	7,425.00
EFT77169	17.07.2020	Home Hardware Karratha (Sahajanand Civil Pty Ltd T/as)	General Hardware Items	1,890.46
EFT77170	17.07.2020	Harvey Norman Karratha (Rathasupa No. 2 Trust t/as)	Roebourne/ Wickham SES - Mobile tablets for SES vehicles	2,366.00
EFT77171	17.07.2020	IBN Services Pty Ltd	P&G - Plant Stock	3,787.30
EFT77172	17.07.2020	Karratha Glass Service	WCH - Reglaze damaged glass to external youth door	1,469.60
EFT77173	17.07.2020	Karratha Veterinary Hospital	Animal Control - Various	183.50
EFT77174	17.07.2020	Karratha Machinery Hire	Machinery Hire - Various	14,366.00
EFT77175	17.07.2020	Karratha Cabinets Pty Ltd	Staff Housing - Replace Water Damaged Cabinetry	3,355.00
EFT77176	17.07.2020	Coastal Powersports (t/f K & K Burton Trust t/as)	Marketing & Communications - COVID19 Advertising Grant - 2019/20	1,100.00
EFT77177	17.07.2020	Leidos Security Detection & Automation Australia Group Pty Ltd	KTA Airport - Service Agreement - Screening Equipment X-Ray and CBS Machine	6,937.98
EFT77178	17.07.2020	Merit Lining Systems	7 Mile - 2 x Technicians	1,100.00
EFT77179	17.07.2020	NW Communications & IT Specialists	IT Expenses - Standard ATX Powersupply 800W and 3pin Mains Socket	189.80

Chq/EFT	Date	Name	Description	Amount
EFT77180	17.07.2020	OTR Tyres (TKPH Pty Ltd)	Plant Repairs - Various	643.50
EFT77181	17.07.2020	Repco Auto Parts (GPC Asia Pacific)	Parts for Plant Repairs - Various	42.90
EFT77182	17.07.2020	Roy Galvin & Co Pty Ltd (Galvins)	KLP - Parts Required For Minor Wet Area Works, PBFC - Basket Grate	538.70
EFT77183	17.07.2020	Statewide Bearings	Parts for Plant Repairs - Various	150.03
EFT77184	17.07.2020	Sunny Sign Company Pty Ltd	Stock - Sign Bracket Plate & Fixings	164.12
EFT77185	17.07.2020	Scope Business Imaging	Printer / Photocopy Charges - Various	344.32
EFT77186	17.07.2020	T-Quip	Stock - Mower Roller Kit	583.60
EFT77187	17.07.2020	The Walt Disney Company Pty Ltd	REAP - Movie Screening Fees - July 2020	194.25
EFT77188	17.07.2020	Talis Consultants Pty Ltd T/a Talis Unit Trust	WAC - Amenities Building - Design Development Coordination and Project Management	4,796.00
EFT77189	17.07.2020	Tourism Naturally Pty Ltd	Business Support - TYBO 2019/20 - 50% upfront	2,500.00
EFT77190	17.07.2020	Karratha Earthmoving & Sand Supplies	Dampier Palms Redevelopment - Extension of drain along the Esplanade & complete grading west of the soak crossover	3,738.90
EFT77191	17.07.2020	Rol-wa Pty Ltd T/a Allpest Wa	Pest Control - Carry Out Treatments (Various) July 2020	1,843.09
EFT77192	17.07.2020	BSA Advanced Property Solutions (WA) Pty Ltd	WRP - Quarterly air conditioning maintenance - Gym/Pool - April 2020	44.00
EFT77193	17.07.2020	Nielsen Liquid Waste Services Pty Ltd	CAA & DCH - Pump out of septic tanks / sludge from pit at pump station	2,003.00
EFT77194	17.07.2020	Reece Pty Ltd	Stock - Retic Fixtures/Fittings	1,655.66
EFT77195	17.07.2020	Shelf Cleaning Services	TYS - Cleaning Services June 2020	7,889.45
EFT77196	17.07.2020	Karratha Timber & Building Supplies	General Hardware Items	501.67
EFT77197	17.07.2020	Veris Australia Pty Ltd	KTA Airport - Airside/Landside boundary to meet compliance with the Transport Security	2,189.00
EFT77198	17.07.2020	Westrac Equipment Pty Ltd	Parts for Plant Repairs - Various	283.89
EFT77199	17.07.2020	Woolworths Group Limited	The Base - Program Supplies, REAP & IPC - Kiosk Supplies, WRF - Office Supplies, REAP - Kitchen Supplies, Morning Tea Catering, Stock - Mortein & Dog Food for Pound	2,304.92
EFT77200	17.07.2020	Waterfeatures By Design (WFBD Pty Ltd)	KLP Splash Pad - Manufacture of Replacement Water Fire Nozzle Gun	2,860.00
EFT77201	17.07.2020	Wawardu Limited	Ganalili Centre - Service Agreement, Juluwarlu Product Development Website Funding	14,144.35
EFT77202	17.07.2020	Ausolar Pty Ltd	REAP - External Feature Luminaire Review, Bulgarra Oval - Repairs to Scada Module, KTA Airport WWTP - Service & Maintenance, DCH - Lessor Hall Lights & Fan Repairs, WRP Bistro - Replace Downlights, Dodd Park - Repairs to Lights, Old KEC Carpark - Decommission Old Lights, PBFC - Replace HWU Elements & Thermostats	50,463.77
EFT77203	17.07.2020	Dampier Plumbing & Gas (tff DPG Trust)	Staff Housing - Water Main Replacement, WRP - Repair Water Leak in Splashpad, Cleaverville Toilets - Core Hole Septic Lid for Pump Outs, KLP - Install new Plumbing Line to Pool Area, Wickham Bistro - Replace Faulty Parts in Dishwasher, WCH - Repairs to Urinals	12,317.25
EFT77204	17.07.2020	Pilbara Building Company Pty Ltd	KTA Depot - Construction of Bunker Extension	83,793.60

Chq/EFT	Date	Name	Description	Amount
EFT77205	17.07.2020	Karratha & Districts Chamber Of Commerce (KDCCI)	Try Local Cash Program - Payment #1	50,000.00
EFT77206	17.07.2020	Department of Mines Industry Regulation and Safety (DMIRS)	BSL Receipts - June 2020	9,841.62
EFT77207	17.07.2020	Command IT Services	Wickham Bistro - Manufacturer to Repair Command IT to Install & Test Audio Delay Unit, Security Alarm Monitoring - July 2020 (Various Sites), KTA Airport - Electric Striker, KLP - Alarm Monitoring, WRP Bistro - Send Audio Delay Unit for Repairs	2,755.50
EFT77208	17.07.2020	Sustainable Groundgrocer (Mark Kevin Berndt t/as)	Waste - OXYTEMP48 ReoTemp - Oxygen and Temperature Probe - DEPOSIT	2,580.00
EFT77209	24.07.2020	Blue Hat Cleaning Services T/as Damel Cleaning Services	KTA Airport, DCH, KLP - Cleaning Services - June 2020, Littler Pickers - June 2020, Sweeping Services - Carparks, Roads & Paths	147,043.99
EFT77210	24.07.2020	Handy Hands Pty Ltd	PG - Application of Grosorb as per Baileys Nutrient Program & Supergreen Organic to Ovals	112,859.61
EFT77211	24.07.2020	MSS Security	KTA Airport - Security Screening and Front of House Services 01/06/2020 - 30/06/2020	92,368.37
EFT77212	24.07.2020	North West Tree Services	Post TC Damien - Tree Works throughout, June 2020, Mulch for KTA Cemetery	127,261.75
EFT77213	24.07.2020	Comiskey's Contracting Pty Ltd	Pond Liner 3 - Sewage Installation works at 7 Mile Waste Disposal Facility	166,421.38
EFT77214	24.07.2020	D & S Wells (WA) Pty Ltd	Bayview Road Footpaths - Fabrication and Installation of 1 x 20metre Pedestrian Bridge	89,431.72
EFT77215	24.07.2020	Form Building A State Of Creativity Inc	20/21 Contribution Towards Pilbara Survey (Form)	55,000.00
EFT77216	24.07.2020	Major Motors Pty Ltd	Isuzu - Supply 2020 FYH 8x4 Water Truck	309,032.65
EFT77217	24.07.2020	Horizon Power	Electricity Usage Charges	104,589.39
EFT77218	24.07.2020	Cleanaway Pty Ltd	Waste Collections - June 2020	124,803.27
EFT77219	24.07.2020	Telstra Corporation Ltd	Telephone Usage Charges	18,327.30
EFT77220	24.07.2020	Water Corporation	Cancelled Payment	0.00
EFT77221	24.07.2020	Wesfarmers Kleenheat Gas Pty Ltd	KLP - Bulk LPG June 2020	1,564.57
EFT77222	24.07.2020	Neverfail Springwater Pty Ltd - (906959169)	Governance - Water bottle service	49.25
EFT77223	24.07.2020	Neverfail Springwater Ltd - WWTP	KTA Airport - Annual Fee For Water Cooler At WWTP	25.25
EFT77224	24.07.2020	Horizon Power	Electricity Usage Charges	91,273.63
EFT77225	24.07.2020	Ausolar Pty Ltd	Point Samson Foreshore - Supply & Install 1x Solar Powered LED Light To Shade Structure, Annual RCD Testing Program, KTA Main Admin - Cable Mapping, KTA Depot - Install Solar Panels, Staff Housing - Annual RCD & Smoke Alarm Testing, KTA Airport - Replace 9V Batteries to Smoke Alarms, Pt Samson - Check all Lights to Toilet Block, WRP Bistro - Repairs to Glass Dishwasher	23,691.73
EFT77226	24.07.2020	BSA Advanced Property Solutions (WA) Pty Ltd	Monthly - Planned Scheduled Maintenance (Various Sites), KTA Annex - Replace Fan motor to AC Unit, KTA Airport - Conduct AC / BMS Maintenance, 2 McRae Ct - Replace AC Units	15,761.72
EFT77227	24.07.2020	Australia Post	Postage Charges - June 2020	5,153.09
EFT77228	24.07.2020	Bobford Service (the Trustee For The Bobford Service Trust)	Old Shire Offices Roebourne - Underground Tank Repairs	7,150.00
EFT77229	24.07.2020	Jupps Floorcoverings Karratha Pty Ltd	TC Damien 2020 – Staff Housing - Install carpet and underlay, KLP - Replace Carpet Tiles	2,076.80

Chq/EFT	Date	Name	Description	Amount
EFT77230	24.07.2020	Winc Australia Pty Limited	Stationery Items - Various Departments	447.27
EFT77231	24.07.2020	Cardno WA Pty Ltd	Dampier Palms Redevelopment - Documentation Review	9,711.90
EFT77232	24.07.2020	Forpark Australia Pty Ltd	Stock - Toddler Swing Seat, Hook & Strap	719.62
EFT77233	24.07.2020	Hathaways Lubricants	Stock - Lubricants	1,682.72
EFT77234	24.07.2020	Host Corporation Pty Ltd t/a Host Direct	Conference Supplies - Hunter Ried Bone Coup 25cm Plate Stock	1,178.10
EFT77235	24.07.2020	Institute Of Public Works Engineering Australasia t/as IPWEA	Fleet Management - IPWEA Subscription Renewal - 2020/2021	1,375.00
EFT77236	24.07.2020	Joyce Krane	Plant - Crane Personnel and Transport to Recover Overturned Truck	14,882.45
EFT77237	24.07.2020	Midalia Steel T/a Onesteel	Plant - 75x50x2.0 Duragalplus RHS 8m	434.27
EFT77238	24.07.2020	Nickol Junior Soccer Club	Reimb - Junior Light Token	2,120.00
EFT77239	24.07.2020	Signswest Stick With Us Sign Studio	40 Mile FMP - 60mm posts @ 3.25m and caps	2,231.90
EFT77240	24.07.2020	Nutrien Ag Solutions Limited	Stock - Round Up Ultra Max 570 20ltr	1,817.20
EFT77241	24.07.2020	A Hancock	Reimb - Security Subsidy Scheme	368.50
EFT77242	24.07.2020	A & R McKay	Reimbursement - 40 Mile Beach Caretaker Fuel and Gas Bottle Swap	274.46
EFT77243	24.07.2020	Bunzl Brands And Operations Pty Ltd	Stock - Safety Goggles Clear Anti Fog Foambound	41.62
EFT77244	24.07.2020	Atom Supply	Stock - Gloves Disposable, Uniforms, Safety Boots, Citrus Cleaner / Degreaser, Pallet of Concrete (premix)	3,423.60
EFT77245	24.07.2020	J Blackwood & Son Pty Limited	Stock - Uniforms, Batteries, Canvas Hats, WD-40	4,098.37
EFT77246	24.07.2020	A Noble & Son Ltd - Wa Division	REAP - Maintenance of Verlinde 500kg Chain Motors - 2020	768.94
EFT77247	24.07.2020	Onyx Group WA Pty Ltd	Catering - Council Briefing session	420.00
EFT77248	24.07.2020	ABCO Products	Stock - Ecozyme B+ 5ltr, Soap dispensers	1,945.17
EFT77249	24.07.2020	Abv Leisure Consultancy Services	Karratha Country Club - Completion Remainder Stage 3 - Consultancy Services For The Delivery Of Documents And Plans	32,560.00
EFT77250	24.07.2020	Artyzan	Cattrall Park Stonework Demolition Removal And Disposal Of Old Stone Pillars	40,700.00
EFT77251	24.07.2020	Aquatic Services WA Pty Ltd	Leisureplex - Annual Aquatic Plant Servicing 27/05/2020	30,485.18
EFT77252	24.07.2020	Maria Atkinson t/as Whisk & Glue	2020 CAA - Children's Workshop – 23, 28, 30 July, 4 August	1,960.00
EFT77253	24.07.2020	Arrow Tyre Distributors	Plant Repairs - Various	4,603.50
EFT77254	24.07.2020	Fuzz Digital (Daniel Fowler)	Marketing & Communications - COVID19 Advertising Grant - 19/20	592.70
EFT77255	24.07.2020	ATI Parts Australia	Parts for Plant Repairs - Various	651.04
EFT77256	24.07.2020	AFGRI Equipment Australia Pty Ltd	Parts for Plant Repairs - Various	920.99
EFT77257	24.07.2020	Barth Bros Automotive Machining	Plant Repairs - Various	141.37
EFT77258	24.07.2020	BOC Limited	KLP - G Sized Compressed Air x 2	91.30
EFT77259	24.07.2020	BC Lock & Key	REAP - Dorma Slide Blocks, KLP - Keys & Padlocks, PBFC - Recode Pool Gate, KTA Depot - Cut Keys	915.91
EFT77260	24.07.2020	Big Hart Inc	2019 Biannual Grants Scheme - 20% Final Payment Digital Producer WagesCr154342	8,525.00
EFT77261	24.07.2020	Beacon Equipment	Parts for Plant Repairs - Various	111.10
EFT77262	24.07.2020	BP Australia Pty Ltd	Fleet Fuel - June 2020	4,002.79

Chq/EFT	Date	Name	Description	Amount
EFT77263	24.07.2020	Braeco Sales ( Tff Braeco Unit Trust)	KTA Airport - Butterfly Valve Wafer Upvc Body & Disc Fpm Seat Lever Operated	845.13
EFT77264	24.07.2020	Beingthere Solutions Pty Ltd	Endpoint Hardware - Jabra Headset	125.00
EFT77265	24.07.2020	CJD Equipment	Parts for Plant Repairs - Various	267.83
EFT77266	24.07.2020	Challenge Chemicals Australia	Stock - Algae Clean (25L)	2,112.00
EFT77267	24.07.2020	Cabcharge Australia Pty Ltd	Taxi Fares - July 2020	61.58
EFT77268	24.07.2020	Comtec Data Pty Ltd	KLP – Re-cable/Reprogram Access Control for AH's Entry Door, WRP Bistro - Repair CCTV Box, DCH - Repair Fire Alarm	2,519.00
EFT77269	24.07.2020	Cheeditha Energy Pty Ltd	Staff Housing - Supply & Installation of PV Systems - 30% Deposit	8,276.40
EFT77270	24.07.2020	Calebrid Pty Ltd t/as Coral Coast Electrical	Sports Lighting Wickham AFL - RFT 02-18/19 Progress Claim #2	39,453.84
EFT77271	24.07.2020	Avant Edge Consulting (Casilli Holdings Pty Ltd t/as)	Financial Management Systems Review 2019/20	8,662.50
EFT77272	24.07.2020	Data#3 Limited	SolarWinds Modules Co-Termed to 29 June 2021	9,751.75
EFT77273	24.07.2020	Pro AV Solutions WA (Dynamic Audio Visual Solutions)	IT Expenses - AMX FG423-48 12V - Power Supply for AMX NI-3100 AV System	269.32
EFT77274	24.07.2020	Dr Lisa Pearce t/as Karratha Mobile Veterinary Services Pty Ltd	Animal Control - Various	73.40
EFT77275	24.07.2020	Development Cartographics (the Trustee For The Beal Family Trust)	Land Matters - Plan preparation/modification for Karratha Dampier Roebourne Point Samson and Wickham	68.48
EFT77276	24.07.2020	Dunnart Picture Framing	CAA 2020 - Artwork Stretching, Clifton Mack Exhibition	2,495.00
EFT77277	24.07.2020	West Pilbara Cricket Association	WPCA - 2019 Biannual Grants Scheme - 20% Final Payment Hosting of NW Cup	2,372.20
EFT77278	24.07.2020	Dibsys Gardening Services Pty Ltd	Staff Housing - Carry out yard maintenance	675.00
EFT77279	24.07.2020	Dyenic Sublimation WA Pty Ltd	Stock - Uniforms	2,843.50
EFT77280	24.07.2020	EPD Asia Pacific Pty Ltd	Support - IBM 2076212 IMB STORWIZE V7000 serial 78RGMD9 - 12mths 9x5 on-site NBD to 30/06/2021	4,929.46
EFT77281	24.07.2020	Electronic Scoreboards Australia	200mm Shot Clock (pair) with Controller	4,280.06
EFT77282	24.07.2020	Max & Claire Pty Ltd T/a Ergolink	FS - Medium Seat No Arms Black, Ergonomic Keyboard	478.48
EFT77283	24.07.2020	Engenium	Engineering Technical Support Officer Secondment Arrangement For Short Term Replacement - May/June 2020, TC Damien - Sam's Island Structural Assessment & Report	24,999.78
EFT77284	24.07.2020	Farinosi & Sons Pty Ltd	Stock - Treated Pine Logs, KTA Airport - Eclipse Locking Pliers, Cleaverville - Toilet Sanitiser	2,593.64
EFT77285	24.07.2020	Feel Creative Pty Ltd	Cancelled Payment	0.00
EFT77286	24.07.2020	Fiorita Pty Ltd (Fiorita Deli)	REAP - Provisions of catering for upcoming events and programmes in 2020	500.00
EFT77287	24.07.2020	Gym Care (Goldpin Corporation Pty Ltd T/as)	KLP - 2 X Gym Adjustable Benches Attachments For Cable Machines	3,150.40
EFT77288	24.07.2020	StrataGreen (Strata Corporation Pty Ltd)	Stock - Knapsack Sprayer 10L, Sharpening Stone, Plumbers Shovel, Lopper	634.08

Chq/EFT	Date	Name	Description	Amount
EFT77289	24.07.2020	G Bishops Transport Services Pty Ltd atft GBT Services Trust	Freight - Various	135.02
EFT77290	24.07.2020	GBSC Yurra Pty Ltd	Walgu Park - Installation of customer tree grates to RV Car Park	9,801.00
EFT77291	24.07.2020	GObookings Systems Pty Ltd	Tech Serv - Booking System For City Drainage Inspections	82.75
EFT77292	24.07.2020	Good Dog Enterprises	KTVC - Red Dog Branded Products	1,024.21
EFT77293	24.07.2020	CSS Equipment Pty Ltd	Parts for Plant Repairs - Various	1,806.64
EFT77294	24.07.2020	Hopgood Ganim (D V Battams & Others t/as)	Strategic Planning Projects - Assistance With Amending Local Laws - Abandoned Shopping Trolleys	3,410.00
EFT77295	24.07.2020	ZircoData Pty Ltd	Records Management - Archive Storage Costs - 26/05/2020 - 25/06/2020	508.13
EFT77296	24.07.2020	The Inspired Mark (atf The Miller Family Trust)	Marketing & Communications - COVID19 Advertising Grant - 19/20	1,000.00
EFT77297	24.07.2020	Jason Sign Makers	Stock - Sign Brackets & Fixings	852.50
EFT77298	24.07.2020	Karratha Signs	Karratha Library - Languages in the Library - Sign + Installation, CAA - Exit Decal	3,063.50
EFT77299	24.07.2020	Jolly Good In Car Audio and Entertainment T/A Jolly Good Auto Electric	Plant Repairs - Various	638.00
EFT77300	24.07.2020	Japanese Truck & Bus Spares Pty Ltd	Parts for Plant Repairs - Various	627.00
EFT77301	24.07.2020	John Papas Trailers	Plant - Airport Cage Trailer, Ranger - Animal Collection Trailer	16,665.00
EFT77302	24.07.2020	Keyspot Services	REAP - Duty Manager Signs For REAP Live Shows And Movies	88.00
EFT77303	24.07.2020	Karratha Veterinary Hospital	Animal Control - Various	293.60
EFT77304	24.07.2020	Karratha Country Club Inc	Karratha Bowling Green - Water Usage June 2020 (586kL)	1,521.84
EFT77305	24.07.2020	Kwik Kopy Printing Centre	Printing - Business Cards	721.09
EFT77306	24.07.2020	Karratha Lottery Centre & Newsagency	KLP - School Holiday Art supplies	150.52
EFT77307	24.07.2020	Karratha Machinery Hire	Machinery Hire - Various	15,751.05
EFT77308	24.07.2020	Karratha Cabinets Pty Ltd	KTA Airport - Supply 2 X Male Toilet Vanity Panels 390 X 390 in Curly Birch	517.00
EFT77309	24.07.2020	Light Bearer Pty Ltd T/A Karratha Steel & Industrial Supplies (KSIS)	Plant Repairs - Various	26,325.88
EFT77310	24.07.2020	Metro Count	Tech Serve - MetroCount USB Comms Cable (1.8m)	147.40
EFT77311	24.07.2020	NW Communications & IT Specialists	Staff Housing - Rectify TV Aerial/Booster, KTVC - Alarm Monitoring	310.95
EFT77312	24.07.2020	Nintex Pty Ltd	IT Software Expenses - Nintex Sign - 30/6/2020 - 29/6/2021	1,944.80
EFT77313	24.07.2020	Nixon Studio Trust	Arts & Culture - Karratha Water Tank Mural - May 2020	2,200.00
EFT77314	24.07.2020	Ixom Operations Pty Ltd (Orica)	WRP / RAC - 70kg Chlorine Cylinder Rental Charges - June 2020	618.75
EFT77315	24.07.2020	OTR Tyres (TKPH Pty Ltd)	Plant Repairs - Various	6,778.65
EFT77316	24.07.2020	Pilbara Copy Service	Printer / Photocopy Charges - Various	633.65
EFT77317	24.07.2020	Printsync Norwest Business Solutions	Printer / Photocopy Charges - Various	651.18

Chq/EFT	Date	Name	Description	Amount
EFT77318	24.07.2020	Roebourne PCYC (The Federation Of WA Police & Community Youth Centres)	MOU - 20% Final Payment Lights on Project	2,200.88
EFT77319	24.07.2020	Pilbara Steel Flashings Supplies	WCH - Supply 220x100x2mm Aluminium Flat For The ELC Kitchen Door	44.00
EFT77320	24.07.2020	Prompt Contracting And Fencing Pty Ltd	Replace Damaged Railing & Removal And Disposal Damaged Section, Cnr Baynton & Dampier Hwy	2,640.00
EFT77321	24.07.2020	Playful Little Learners	Business Support - Successful TYBO 2020/21 - Grant Recipient 50%, Covid19 Advertising Grant	3,500.00
EFT77322	24.07.2020	Powerlift Industries (Healestek Pty Ltd)	PG - Church Way Park Nickol Park Enhancement, Hillview Park Enhancement, TC Damien - Labour to Install Signage, KTA Cemetery - Spread Mulch	32,941.50
EFT77323	24.07.2020	Pilbara Admin & Project Management Services	Strategic Planning - Additional work on Local Emergency Management Plan - Risk Assessment	4,600.00
EFT77324	24.07.2020	Repcos Auto Parts (GPC Asia Pacific)	Stock - Filters	45.16
EFT77325	24.07.2020	Red Earth Flowers	Condolence Flowers	100.00
EFT77326	24.07.2020	Repeat Plastics (WA)	Cleaverville - Bollards	6,358.04
EFT77327	24.07.2020	Fuel Trans Australia Pty Ltd T/a Recharge Petroleum	Stock - Bulk Diesel delivered to Tanks (Depot & Waste)	30,870.61
EFT77328	24.07.2020	Regional Capitals Australia Inc	Regional Capitals Australia Membership FY20/21	8,800.00
EFT77329	24.07.2020	Richose Pty Ltd	Parts for Plant Repairs - Various	637.87
EFT77330	24.07.2020	Re:Member Software Pty Ltd	HR Advertising - Manager Infrastructure Services Advertisement	242.00
EFT77331	24.07.2020	Rads Tech Pty Ltd	Remedial Works - Slash front and rear of 51 Richardson Way Bulgarra	1,760.00
EFT77332	24.07.2020	Kmart Karratha	KLP - School Holiday Art Supplies, CAA - Consumables	194.30
EFT77333	24.07.2020	Karratha State Emergency Service	Quarterly payment - Operational Expenses to January 2020 (3 of 4)	9,944.34
EFT77334	24.07.2020	Designa Sabar Pty Ltd	KTA Airport - Car Park: Supply and install replacement intercom speaker on Long Term B Entry Terminal	365.20
EFT77335	24.07.2020	Securepay Pty Ltd	REAP Ticketing - Payment gateway processing fees for internet payments June 2020	120.90
EFT77336	24.07.2020	Sanity Music Stores Pty Ltd	Libraries - New Resources	1,369.13
EFT77337	24.07.2020	Skipper Transport Parts	Parts for Plant Repairs - Various	697.19
EFT77338	24.07.2020	Stainless Creation Pty Ltd	Stock - Stainless Steel Bollards	10,320.00
EFT77339	24.07.2020	Southern Cross Austereo Pty Ltd	Crime Prevention Strategies - Police Beat radio campaign - Promotional advertising to support program - June 2020	1,320.00
EFT77340	24.07.2020	Trasan Contracting Pty Ltd	TC Damien 2020 - 7 Mile Waste - Roof Repairs to Crib Room Admin Office and Shed	3,863.62
EFT77341	24.07.2020	Talis Consultants Pty Ltd T/a Talis Unit Trust	7 Mile - Capping Consultancy - Cell 0, Waste - Borrow Pit Assessment	11,828.30
EFT77342	24.07.2020	Scarboro Painting Services (The Trustee For Scarboro Painting Services)	KTA Airport - Clean & Paint Rental Car Park Pedestrian Crossings	2,601.50
EFT77343	24.07.2020	Tint A Car Karratha (Tinting Worldwide)	WCH - Supply & Install Visibility Safety Decals To Match LS Door	305.00
EFT77344	24.07.2020	Three Birds Homewares (Jessica Walford)	2020 CAA - 13 Art Workshops 27/07/20 - 07/08/20	2,346.00

Chq/EFT	Date	Name	Description	Amount
EFT77345	24.07.2020	The Strategic Energy Pty Ltd T/A Lime Intelligence	KTA Airport - Licence Fee (1st Instalment) of Business Intelligence System	19,800.00
EFT77346	24.07.2020	Karratha Timber & Building Supplies	General Hardware Items	148.60
EFT77347	24.07.2020	Woolworths Group Limited	TBW - July School Holiday Program Supplies, IPC - Café Stock, Waste - Staff Kitchen Amenities, REAP - Milk for Business Breakfast	918.09
EFT77348	24.07.2020	Wren Oil	7 Mile - Collection of Used Oil	346.50
EFT77349	24.07.2020	West-Sure Group	KTA Airport - Car Park APS Audit - April 2020	617.24
EFT77350	24.07.2020	West Coast Commercial Industries / Aqualoo (WCCI Pty Ltd t/as)	KLP - 300-Series Lock & Indicator Set	573.87
EFT77351	24.07.2020	Wawardu Limited	Tourism Development, Ganalili Centre - Service Agreement	16,197.50
EFT77352	24.07.2020	Weymul Holdings Pty Ltd	General Garden Ground Mtce - July 2020	5,280.00
EFT77353	24.07.2020	Xelerator Pty Ltd T/a KBSS Engineering	Dampier Palms and Hampton Oval Redevelopment - Restoration of Fitness Equipment	4,895.00
EFT77354	24.07.2020	Yurra Pty Ltd	Lawn & Garden Maintenance WRP, Point Samson Entry Statement Sites	38,131.21
EFT77355	24.07.2020	Norwest Sand & Gravel Pty Ltd	PG - Catrall Park Blended Top Soil	1,320.00
EFT77356	24.07.2020	Brida Pty Ltd	40 Mile FMP - Weed Control Planting and Watering Of Native Tubestock	12,656.60
EFT77357	24.07.2020	CS Legal (The Pier Group Pty Ltd T/as)	Legal services - to June 2020	1,846.50
EFT77358	24.07.2020	Dampier Plumbing & Gas (tff DPG Trust)	Shark Cage Beach - Repair Overflowing Water Fountain, Dampier Pavilion - Unblock Toilets, Walgu Park - Unblock Water Fountain Drain	1,149.50
EFT77359	24.07.2020	Kennards Hire Pty Limited	Machinery Hire - Various	400.00
EFT77360	24.07.2020	Karratha Solar Power No 1 Pty Ltd	KTA Airport - Solar Power, June 2020 137.35MWh	51,175.30
EFT77361	24.07.2020	Reece Pty Ltd	Stock - Retic Fixtures/Fittings	1,839.24
EFT77362	24.07.2020	Shelf Cleaning Services	FBCC - Cleaning Services - June 2020	6,400.97
EFT77363	24.07.2020	Turf Whisperer (Turf Life Pty Ltd t/as)	Golf Course - Mowing Fairways, Jun 20	23,937.76
EFT77364	24.07.2020	Wormald Australia Pty Ltd	KLP - Electrical Testing & Monthly Maintenance - June 2020, FBCC - Fire Indicator Panel Service	707.77
EFT77365	24.07.2020	Command IT Services	WRP - RFT 14-19/20 CCTV Strategy implementation Stage 1, Dampier Pavilion - Communications Cabinet, Wickham SES - Repairs to Alarm System	68,569.60
EFT77366	27.07.2020	G Bailey	Sitting Fee - July 2020	2,931.50
EFT77367	27.07.2020	E Smeathers	Sitting Fee - July 2020	2,931.50
EFT77368	27.07.2020	M Bertling	Sitting Fee - July 2020	2,931.50
EFT77369	27.07.2020	G Evans	Sitting Fee - July 2020	2,931.50
EFT77370	27.07.2020	G Harris	Sitting Fee - July 2020	2,931.50
EFT77371	27.07.2020	P Long	Sitting Fee - July 2021	11,730.75
EFT77372	27.07.2020	P Miller	Sitting Fee - July 2020	2,931.50
EFT77373	27.07.2020	K Nunn	Sitting Fee - July 2020	4,801.33
EFT77374	27.07.2020	D Scott	Sitting Fee - July 2020	2,931.50
EFT77375	27.07.2020	J Waterstrom Muller	Sitting Fee - July 2020	2,931.50
EFT77376	24.07.2020	City Of Karratha	Payroll deductions	420.00
EFT77377	24.07.2020	City Of Karratha - Social Club	Payroll deductions	762.00
EFT77378	24.07.2020	T Swetman - (Mortgage Account)	Home Ownership Allowance	555.00

Chq/EFT	Date	Name	Description	Amount
EFT77379	24.07.2020	Australian Services Union (ASU/MEU Div)	Payroll deductions	414.40
EFT77380	24.07.2020	D Cleaver (Mortgage Account)	Home Ownership Allowance	100.00
EFT77381	24.07.2020	T Corfield & L Royal (Mortgage Account)	Home Ownership Allowance	225.00
EFT77382	24.07.2020	L Gan - (Mortgage Account)	Home Ownership Allowance	425.00
EFT77383	24.07.2020	C Gorman (Mortgage Account)	Home Ownership Allowance	400.00
EFT77384	24.07.2020	P Heekeng - (Mortgage Account)	Home Ownership Allowance	350.00
EFT77385	24.07.2020	S Kot (Mortgage Account)	Home Ownership Allowance	932.63
EFT77386	24.07.2020	C King (Mortgage Account)	Home Ownership Allowance	350.00
EFT77387	24.07.2020	Lgrceu	Payroll deductions	61.52
EFT77388	24.07.2020	Maxxia Pty Ltd	Payroll deductions	44,191.40
EFT77389	24.07.2020	N Milligan - (Mortgage Account)	Home Ownership Allowance	479.64
EFT77390	24.07.2020	J Patel (Mortgage Account)	Home Ownership Allowance	300.00
EFT77391	24.07.2020	A Virkar (Mortgage Account)	Home Ownership Allowance	300.00
78664	13.07.2020	Department Of Transport	Fleet Licensing - 20/21	42,037.50
78665	24.07.2020	Dept Of Planning & Infrastructure - Plates	KCC Registration Plates - 0009K - Ben Stenzel	200.00
DD38086.1	08.07.2020	Wa Super ( Formerly Walgsp)	Payroll deductions	91,770.04
DD38086.10	08.07.2020	Rest Superannuation	Payroll deductions	5,448.70
DD38086.11	08.07.2020	CBA Superannuation Savings Account	Payroll deductions	1,507.96
DD38086.12	08.07.2020	HostPlus Superannuation	Payroll deductions	9,431.76
DD38086.13	08.07.2020	VicSuper	Superannuation contributions	333.48
DD38086.14	08.07.2020	100F Lifetrack Personal Superannuation	Superannuation contributions	993.02
DD38086.15	08.07.2020	JR Superannuation Fund	Superannuation contributions	500.02
DD38086.16	08.07.2020	ANZ Smart Choice Super	Superannuation contributions	1,993.75
DD38086.17	08.07.2020	Essential Super	Superannuation contributions	583.55
DD38086.18	08.07.2020	QSUPER	Superannuation contributions	842.37
DD38086.19	08.07.2020	Mtaa Superannuation Fund	Superannuation contributions	547.69
DD38086.2	08.07.2020	Hesta Superannuation	Payroll deductions	3,195.96
DD38086.20	08.07.2020	AMIST SUPER ( Australian Meat Industry Superannuation Trust )	Superannuation contributions	556.71
DD38086.21	08.07.2020	BT Business Super	Superannuation contributions	947.64
DD38086.22	08.07.2020	Prime Super	Superannuation contributions	507.59
DD38086.23	08.07.2020	Superwrap Personal Super Plan	Superannuation contributions	948.62
DD38086.24	08.07.2020	REI Superannuation	Superannuation contributions	238.90
DD38086.25	08.07.2020	AMG Super	Superannuation contributions	515.55
DD38086.26	08.07.2020	MLC Wrap Super	Superannuation contributions	868.60
DD38086.27	08.07.2020	Commonwealth SuperSelect	Superannuation contributions	471.47
DD38086.28	08.07.2020	Care Super	Superannuation contributions	471.47

Chq/EFT	Date	Name	Description	Amount
DD38086.29	08.07.2020	Russell Supersolution Master Trust	Superannuation contributions	65.07
DD38086.3	08.07.2020	Macquarie Super - Hounsham (Jewkes)	Superannuation contributions	640.26
DD38086.30	08.07.2020	Lindz's Lucky Super Fund	Payroll deductions	1,328.35
DD38086.31	08.07.2020	Cbus	Superannuation contributions	2,724.16
DD38086.32	08.07.2020	Local Government Superannuation - BRISBANE	Superannuation contributions	458.19
DD38086.33	08.07.2020	Asgard Superannuation	Superannuation contributions	99.02
DD38086.34	08.07.2020	Macquarie Wrap Super Manager	Superannuation contributions	756.29
DD38086.35	08.07.2020	Twusuper	Superannuation contributions	474.56
DD38086.36	08.07.2020	AMP Superleader	Superannuation contributions	868.76
DD38086.37	08.07.2020	ING Direct Superannuation Fund	Superannuation contributions	500.49
DD38086.38	08.07.2020	BT Funds Management	Superannuation contributions	663.72
DD38086.39	08.07.2020	BT Super For Life	Superannuation contributions	428.00
DD38086.4	08.07.2020	AMP Flexible Lifetime Superannuation Fund	Payroll deductions	2,547.85
DD38086.40	08.07.2020	T & K WALSH SUPER FUND	Superannuation contributions	64.68
DD38086.41	08.07.2020	Statewide Superannuation Trust	Superannuation contributions	424.55
DD38086.42	08.07.2020	Energy Industries Superannuation Fund	Superannuation contributions	219.63
DD38086.43	08.07.2020	Christian Super	Superannuation contributions	67.90
DD38086.44	08.07.2020	Unisuper	Superannuation contributions	500.49
DD38086.45	08.07.2020	Netwealth Superannuation	Payroll deductions	1,580.58
DD38086.46	08.07.2020	Vision Super	Superannuation contributions	752.21
DD38086.47	08.07.2020	BT Panorama Superannuation	Superannuation contributions	209.36
DD38086.48	08.07.2020	ENERGY SUPER	Superannuation contributions	278.22
DD38086.49	08.07.2020	Sunsuper Pty Ltd	Superannuation contributions	3,110.60
DD38086.5	08.07.2020	Wealth Personal Superannuation & Pension Fund (SPARKS)	Payroll deductions	950.94
DD38086.50	08.07.2020	Tasplan	Superannuation contributions	1,264.01
DD38086.51	08.07.2020	Australian Super	Superannuation contributions	12,759.73
DD38086.52	08.07.2020	First State Super	Superannuation contributions	986.62
DD38086.6	08.07.2020	Local Government Superannuation- SYDNEY	Superannuation contributions	1,325.71
DD38086.7	08.07.2020	AMP Super Directions Fund	Superannuation contributions	256.29
DD38086.8	08.07.2020	NGS Superannuation	Superannuation contributions	500.49
DD38086.9	08.07.2020	Colonial First State Firstchoice Super	Superannuation contributions	464.50
DD38107.1	03.07.2020	City Of Karratha	Reserve Funds - TD Westpac 4 Months @ 1.01%	28,000,000.00
DD38203.1	22.07.2020	Wa Super ( Formerly Walgsp)	Payroll deductions	92,003.56
DD38203.10	22.07.2020	Rest Superannuation	Payroll deductions	5,885.55
DD38203.11	22.07.2020	CBA Superannuation Savings Account	Payroll deductions	1,600.87
DD38203.12	22.07.2020	HostPlus Superannuation	Payroll deductions	9,514.39
DD38203.13	22.07.2020	VicSuper	Superannuation contributions	238.20

Chq/EFT	Date	Name	Description	Amount
DD38203.14	22.07.2020	100F Lifetrack Personal Superannuation	Superannuation contributions	936.39
DD38203.15	22.07.2020	JR Superannuation Fund	Superannuation contributions	532.71
DD38203.16	22.07.2020	ANZ Smart Choice Super	Superannuation contributions	1,998.72
DD38203.17	22.07.2020	Essential Super	Superannuation contributions	583.55
DD38203.18	22.07.2020	QSUPER	Superannuation contributions	927.60
DD38203.19	22.07.2020	Mtaa Superannuation Fund	Superannuation contributions	547.69
DD38203.2	22.07.2020	Macquarie Super - Hounsham (Jewkes)	Superannuation contributions	640.26
DD38203.20	22.07.2020	AMIST SUPER ( Australian Meat Industry Superannuation Trust )	Superannuation contributions	558.01
DD38203.21	22.07.2020	BT Business Super	Superannuation contributions	947.64
DD38203.22	22.07.2020	Prime Super	Superannuation contributions	812.95
DD38203.23	22.07.2020	Superwrap Personal Super Plan	Superannuation contributions	978.27
DD38203.24	22.07.2020	REI Superannuation	Superannuation contributions	94.07
DD38203.25	22.07.2020	AMG Super	Superannuation contributions	515.55
DD38203.26	22.07.2020	MLC Wrap Super	Superannuation contributions	868.60
DD38203.27	22.07.2020	Commonwealth SuperSelect	Superannuation contributions	471.47
DD38203.28	22.07.2020	Care Super	Superannuation contributions	471.47
DD38203.29	22.07.2020	Russell Supersolution Master Trust	Superannuation contributions	86.29
DD38203.3	22.07.2020	First State Super	Superannuation contributions	771.77
DD38203.30	22.07.2020	Lindz's Lucky Super Fund	Payroll deductions	17,168.99
DD38203.31	22.07.2020	Cbus	Superannuation contributions	2,652.96
DD38203.32	22.07.2020	Local Government Superannuation - BRISBANE	Superannuation contributions	458.19
DD38203.33	22.07.2020	Twusuper	Superannuation contributions	474.56
DD38203.34	22.07.2020	Macquarie Wrap Super Manager	Superannuation contributions	760.91
DD38203.35	22.07.2020	AMP Superleader	Superannuation contributions	868.76
DD38203.36	22.07.2020	ING Direct Superannuation Fund	Superannuation contributions	500.49
DD38203.37	22.07.2020	BT Funds Management	Superannuation contributions	663.72
DD38203.38	22.07.2020	BT Super For Life	Superannuation contributions	740.55
DD38203.39	22.07.2020	Mercer Superannuation (australia) Pty Ltd	Superannuation contributions	247.56
DD38203.4	22.07.2020	AMP Flexible Lifetime Superannuation Fund	Superannuation contributions	2,562.12
DD38203.40	22.07.2020	TOM & KIM WALSH SUPER FUND	Superannuation contributions	43.47
DD38203.41	22.07.2020	Statewide Superannuation Trust	Superannuation contributions	469.62
DD38203.42	22.07.2020	Energy Industries Superannuation Fund	Superannuation contributions	329.45
DD38203.43	22.07.2020	Christian Super	Superannuation contributions	28.29
DD38203.44	22.07.2020	Unisuper	Superannuation contributions	500.49
DD38203.45	22.07.2020	Netwealth Superannuation	Payroll deductions	1,580.58
DD38203.46	22.07.2020	Vision Super	Superannuation contributions	676.99
DD38203.47	22.07.2020	BT Panorama Superannuation	Superannuation contributions	244.73

Chq/EFT	Date	Name	Description	Amount
DD38203.48	22.07.2020	ENERGY SUPER	Superannuation contributions	463.71
DD38203.49	22.07.2020	Sunsuper Pty Ltd	Superannuation contributions	3,350.10
DD38203.5	22.07.2020	Wealth Personal Superannuation & Pension Fund (SPARKS)	Payroll deductions	950.94
DD38203.50	22.07.2020	Tasplan	Superannuation contributions	1,264.01
DD38203.51	22.07.2020	Australian Super	Superannuation contributions	13,851.52
DD38203.52	22.07.2020	Hesta Superannuation	Superannuation contributions	3,692.76
DD38203.6	22.07.2020	Local Government Superannuation-SYDNEY	Superannuation contributions	1,325.71
DD38203.7	22.07.2020	AMP Super Directions Fund	Superannuation contributions	406.44
DD38203.8	22.07.2020	NGS Superannuation	Superannuation contributions	500.49
DD38203.9	22.07.2020	Colonial First State Firstchoice Super	Superannuation contributions	464.50
DD38217.1	17.07.2020	Fines Enforcement Registry	FERS - Lodgement for July 2020 (73 Infringements)	5,110.00
				<b>35,490,129.26</b>

**Payroll**

06.07.2020	City of Karratha	Wages	5,155.30	
06.07.2020	City of Karratha	Wages	3,491.50	
06.07.2020	City of Karratha	Wages	3,737.01	
06.07.2020	City of Karratha	Wages	1,598.64	
06.07.2020	City of Karratha	Wages	6,142.95	
09.07.2020	City of Karratha	Payroll: FN Ending: 08/07/2020	801,591.11	
23.07.2020	City of Karratha	Payroll: FN Ending: 22/07/2020	813,302.34	
				<b>1,635,018.85</b>

**Credit Cards**

**Payment Date  
10/07/2020**

DD38158.1	10/06/2020	Acquia	Monthly website cloud storage includes FX fee	288.53
DD38158.1	13/06/2020	SafetyCulture	Monthly software subscription - Audit App	291.97
DD38158.1	15/06/2020	Passportal	Monthly software (password) subscription (password) includes FX Fee	133.04
DD38158.1	20/06/2020	Kayako	Monthly software subscription - Help Desk system includes FX fee	271.17
DD38158.1	26/06/2020	Netregistry	Domain cofkpublic.com.au Exp 23/07/2022	46.95
DD38158.1	23/06/2020	NW Communications	Laser Presenter USB Wireless for Council Chambers	40.43
DD38158.1	24/06/2020	Kounta	Monthly software subscription POS system library software	260.00
DD38158.1	28/06/2020	Westpac	Annual Card Fee - Mgr IS	65.00
DD38158.1	19/05/2020	Water Corporation	Water Bill for Mgr HR 19/3-17/05/20	455.15
DD38158.1	28/06/2020	Westpac	Annual Card Fee - DAO Corp	65.00
DD38158.1	3/06/2020	Caltex Onslow	Fuel Diesel – Dir Corp	50.00
DD38158.1	9/06/2020	Zoom Video Communications	Video conferencing monthly subscription	23.78
DD38158.1	28/06/2020	Westpac	Annual Card Fee - Dir Corp	65.00
DD38158.1	2/06/2020	Star Mart Exmouth	Fuel diesel for Mgr Fin	123.73
DD38158.1	28/06/2020	Westpac	Annual Card Fee - Mgr Finance	65.00
DD38158.1	2/06/2020	Illion Australia	Financial Report for RFT25-19/20 KLP Facility Improvement Study	123.50
DD38158.1	2/06/2020	Illion Australia	Financial Report for RFT30-19/20 Kevin Richards Memorial Oval Redevelopment	123.50
DD38158.1	15/06/2020	Karratha Florist and Gifts	Flowers for Waste Support Officer-Father passed away	100.00
DD38158.1	16/06/2020	Daysafe Training	Depot Support Officer-Forklift Licence	600.65
DD38158.1	24/06/2020	Daysafe Training	Parks and Gardens Coordinator-Forklift Licence	600.65

Chq/EFT	Date	Name	Description	Amount
DD38158.1	16/06/2020	Coles	Gift card for Leading Hand Irrigation and Opens Spaces-staff member leaving Council	100.00
DD38158.1	16/06/2020	Department of Transport	Community Jetty Renewal Fee - Mystery Road, Karratha Back Beach 2788	41.40
DD38158.1	16/06/2020	Department of Transport	Community Jetty Renewal Fee - Dampier 1289	41.40
DD38158.1	17/06/2020	ONYX	Gift card for Manager Infrastructure Services-staff member leaving Council	101.00
DD38158.1	22/06/2020	Department of Transport	Vehicle Licence and Insurance Renewal	16.25
DD38158.1	23/06/2020	Illion Australia	Financial Report for RFT 34-19/20 Bayly Avenue Construction Works	247.00
DD38158.1	23/06/2020	Westpac	Annual Card Fee - DAO SP&I	65.00
DD38158.1	28/06/2020	Westpac	Annual Card Fee - Dir SP&I	65.00
DD38158.1	29/05/2020	Nanutarra Roadhouse	Fuel for Mgr Marcom	54.79
DD38158.1	31/05/2020	Halfway Mill Roadhouse	Fuel for Mgr Marcom	70.14
DD38158.1	30/05/2020	Better Choice Carnarvon	Fuel for Mgr Marcom	78.81
DD38158.1	30/05/2020	Billabong Homestead	Fuel for Mgr Marcom	65.34
DD38158.1	4/06/2020	Caltex Glendalough	Fuel for Mgr Marcom	72.59
DD38158.1	5/06/2020	Kalbarri IGA	Fuel for Mgr Marcom	81.55
DD38158.1	8/06/2020	Nanutarra Roadhouse	Fuel for Mgr Marcom	82.58
DD38158.1	5/06/2020	Better Choice Carnarvon	Fuel for Mgr Marcom	81.47
DD38158.1	5/06/2020	Billabong Homestead	Fuel for Mgr Marcom	34.21
DD38158.1	11/05/2020	Microsoft-Billing Computer Software	Hosting fee for online photo library (OneDrive)	2.00
DD38158.1	20/06/2020	Campaign Monitor	Email distribution upgraded Plan	164.81
DD38158.1	24/06/2020	My Fonts	Subscription, includes FX Fee	41.18
DD38158.1	28/06/2020	Westpac	Annual Card Fee - Mgr Mar & Comm	65.00
DD38158.1	29/05/2020	AHRI	Membership Fee for Dir Corp	396.00
DD38158.1	8/06/2020	Water Corporation	Water Bill for Mgr City Services 19/3-19/5/20	73.64
DD38158.1	8/06/2020	Water Corporation	Water Bill for Dir Corp 4/2-1/4/20	153.99
DD38158.1	15/06/2020	Pharmacy Help	Medication subject to debtors invoice	88.80
DD38158.1	17/06/2020	Horizon Power	Power bill for Mgr Infra (28/4 - 28/5/20)	143.90
DD38158.1	29/05/2020	Horizon Power	Power Bill for Dir SP&I 28/3-28/5/20	926.52
DD38158.1	2/06/2020	Horizon Power	Power Bill for Dir Corp 2/4-1/6/20	309.86
DD38158.1	2/06/2020	Horizon Power	Power Bill for Mgr City Services 2/4-1/6/20	479.47
DD38158.1	28/06/2020	Westpac	Annual Card Fee - Mgr HR	65.00
DD38158.1	23/06/2020	WA Police	WA National Police Clearance Certificate for animal welfare inspectors delegation	55.10
DD38158.1	23/06/2020	Westpac	Annual Card Fee - Mgr A&C	65.00
DD38158.1	1/06/2020	Ximble	REAP Staff Rostering System \$93.75 US + FX Fee	146.04
DD38158.1	9/06/2020	Spotify	Monthly charge for Youth programming	17.99
DD38158.1	15/06/2020	Paypal Timthy	Charge Error - Bank to reverse	56.24
DD38158.1	15/06/2020	Mindbody	Fitness Programs WRP	125.00
DD38158.1	28/06/2020	Westpac	Annual Card Fee - Mgr Comm Fac	65.00
DD38158.1	28/06/2020	Westpac	Annual Card Fee - Dir Dev Svcs	65.00
DD38158.1	28/06/2020	Westpac	Annual Card Fee - CEO	65.00
DD38158.1	11/06/2020	Business News	6 month subscription for CEO	434.50
DD38158.1	11/06/2020	Qantas	Flight for Mayor attending WALGA State Council meeting to be reimbursed by WALGA	372.05
DD38158.1	16/06/2020	ZOOM	Monthly subscription for CEO ZOOM PRO	21.61
DD38158.1	23/06/2020	COLES	Catering for Council Briefing	20.00
DD38158.1	22/06/2020	BWS	Restock council fridge	200.00
DD38158.1	24/06/2020	QANTAS	Flight for Mayor attending WALGA State Council meeting to be reimbursed by WALGA	452.97
DD38158.1	26/06/2020	QANTAS	Flight for CEO attending meetings in Perth 7-9 July 2020	825.02

Chq/EFT	Date	Name	Description	Amount
DD38158.1	28/06/2020	Westpac	Annual Card Fee - EA to CEO	65.00
DD38158.1	28/06/2020	Westpac	Annual Card Fee - Dir Comm	65.00
DD38158.1	28/06/2020	Westpac	Annual Card Fee - Mgr Infra Svcs	65.00
DD38158.1	28/06/2020	Westpac	Annual Card Fee - Mgr Airport	65.00
DD38158.1	11/06/2020	Kmart	Stationery for Community Services	44.75
DD38158.1	15/06/2020	EB Open the doors	Online Conference for History Officer - Open the doors Sills Development Program 16-17/06/2020	45.00
DD38158.1	15/06/2020	That Little Flower Shop	Flowers for employee on birth of baby	75.00
DD38158.1	18/06/2020	Facebook	REAP advertising + FX Fee	23.46
DD38158.1	18/06/2020	Karratha Newsagency	Stationery for Community Services	24.48
DD38158.1	18/06/2020	Salty Wings	Employee leaving gift as per policy CH-03	200.00
DD38158.1	18/06/2020	Rambla Bar	Catering for 2 x employees leaving function under policy CH-03	161.90
DD38158.1	19/06/2020	Karratha Newsagency	2 x leaving cards	24.00
DD38158.1	22/06/2020	BWS Liquor	Catering for 2 x employees leaving function under policy CH-03	166.30
DD38158.1	26/06/2020	Westpac	Annual Card Fee - DAO Comm	65.00
				<b>12,078.16</b>

**Total Payments:**

**37,137,226.27**



### 10.3 EMERGENCY PROCUREMENT FOR TC DAMIEN RECOVERY

<b>File No:</b>	<b>ES.32</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Manager Financial Services/CFO</b>
<b>Date of Report:</b>	<b>28 July 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Nil</b>

---

#### **PURPOSE**

To 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 wide spread 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 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 were incurred in the areas of:

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

As recovery efforts are ongoing, the final cost of the recovery is yet to be determined however, 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 were completed with the associated DRFAWA emergency relief funding claim lodged:

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	292,341
Harding River Dam Road / Woodbrook Road	1635	Road reconstruction and repair. Flood sections to be repaired	Karratha Earthmoving & Sand Supplies	125,501
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	71,401
Cossack Access Road	50	Road reconstruction and repair. Flood sections to be repaired	Karratha Earthmoving & Sand Supplies	121,259
Balla Balla Road	1951	Road reconstruction and repair. Flood sections to be repaired	AK Evans	267,098
Whim Creek / Croydon Road	2455	Road reconstruction and repair. Flood sections to be repaired	AK Evans	278,477

Road	Combined Segment Length	Impact	Contractor	Cost (Ex GST)
Roebourne / Wittenoom Road	4600	Road reconstruction and repair. Flood sections to be repaired	Norwest Sand & Gravel Pty Ltd	165,350
<b>TOTAL</b>				<b>\$1,423,576</b>

Including road repairs invoiced, effective 28 July 2020, the City has engaged contractors and suppliers with the following expenditure attributed to recovery efforts:

No	Contractor	Expenditure (excluding GST)		
		Previously Reported	New Expenditure	To-Date
1	Abel Concepts	\$8,029	\$0	\$8,029
2	Access Infrastructure	\$3,800	\$0	\$3,800
3	Ace Electrical	\$9,730	\$0	\$9,730
4	Airport Lighting Specialists	\$12,855	\$0	\$12,855
5	AK Evans Earthmoving	\$545,575	\$0	\$545,575
6	Amped IT	\$1,910	\$0	\$1,910
7	Aquatic Services WA	\$11,004	\$0	\$11,004
8	Arrow Emergency Services	\$434	\$0	\$434
9	Artyzan	\$41,500	\$0	\$41,500
10	Asset Protect WA	\$650	\$0	\$650
11	Atom Supply	\$1,265	\$0	\$1,265
12	Ausolar	\$401,748	\$12,210	\$413,958
13	Barfield Landscaping	\$4,282	\$0	\$4,282
14	Bardfield Engineering	\$10,400	\$0	\$10,400
15	Benara Nurseries	\$89	\$0	\$89
16	BB Landscaping	\$414	\$0	\$414
17	BC Lock & Key	\$384	\$0	\$384
18	Bishops Transport	\$6,607	\$0	\$6,607
19	Bobford Service	\$55,720	\$0	\$55,720
20	Brida	\$1,988	\$0	\$1,988
21	Brooks Hire	\$8,181	\$0	\$8,181
22	BT Equipment	\$391	\$0	\$391
23	Burkeair	\$80,884	\$720	\$81,604
24	Christie Parksafe	\$5,542	\$0	\$5,542
25	Cleanaway	\$151,900	\$0	\$151,900
26	Coles CC	\$42	\$0	\$42
27	Complete Tyre Solutions	\$509	\$0	\$509
28	Comtec	\$13,945	\$0	\$13,945
29	Converged Communication	\$2,400	\$0	\$2,400
30	Cozco Electrical	\$437	\$0	\$437
31	D & M Waste Management	\$203,355	\$0	\$203,355
32	D & S Wells	\$20,854	\$0	\$20,854
33	Daimler Trucks Perth	\$6,259	\$0	\$6,259

No	Contractor	Expenditure (excluding GST)		
		Previously Reported	New Expenditure	To-Date
34	Damel Cleaning Services	\$7,472	\$0	\$7,472
35	Dampier Plumbing & Gas	\$6,812	\$120	\$6,932
36	Designa Sabar	\$9,339	\$0	\$9,339
37	Dibsys Gardening Services	\$6,775	\$0	\$6,775
38	Elgas	\$174	\$0	\$174
39	E & MJ Rosher	\$5,635	\$0	\$5,635
40	ELKA Projects and Maintenance	\$7,560	\$0	\$7,560
41	Endress & Hauser Australia	\$8,526	\$0	\$8,526
42	Engenium	\$0	\$4,995	\$4,995
43	Farinosi & Sons	\$61	\$0	\$61
44	FE Technology	\$21,515	\$0	\$21,515
45	Forpark Australia	\$0	\$1,008	\$1,008
46	Freo Group Limited	\$524	\$0	\$524
47	George Fischer Pty Ltd	\$5,685	\$0	\$5,685
48	Gelair Pty Ltd	\$3,240	\$0	\$3,240
49	Global Cabling WA	\$1,760	\$0	\$1,760
50	Green Frog Systems	\$0	\$4,632	\$4,632
51	Greensafe Pty Ltd	\$76,420	\$0	\$76,420
52	Greentree Bithuwarndi Fencing & Civil	\$1,500	\$0	\$1,500
53	Handy Hands	\$390	\$0	\$390
54	Harvey Norman	\$2,420	\$0	\$2,420
55	Hitachi Construction Machinery	\$644	\$0	\$644
56	Home Hardware	\$9,299	\$0	\$9,299
57	Intent Building Contracting	\$0	\$1,406	\$1,406
58	J.Blackwood & Son	\$200	\$0	\$200
59	Jasko Airport Services	\$15,471	\$0	\$15,471
60	JB Hifi Solutions	\$4,283	\$0	\$4,283
61	Jupps Floorcoverings	\$7,149	\$30,393	\$37,542
62	Karratha Cabinets	\$240	\$616	\$856
63	Karratha Central Apartments	\$4,180	\$0	\$4,180
64	Karratha Country Club	\$8,140	\$0	\$8,140
65	Karratha Earthmoving & Sand	\$737,960	\$0	\$737,960
66	Karratha Glass Service	\$1,759	\$0	\$1,759
67	Karratha Machinery Hire	\$36,303	\$6,301	\$42,604
68	Karratha Painting	\$23,800	\$0	\$23,800
69	Karratha Panel & Paint	\$2,685	\$0	\$2,685
70	Karratha Timber & Building Supplies	\$4,875	\$0	\$4,875
71	Kennards Hire	\$15,980	\$0	\$15,980
72	Komatsu Australia	\$6,725	\$0	\$6,725
73	KW Civil	\$156,950	\$0	\$156,950
74	Leethall Constructions	\$82,800	\$0	\$82,800

No	Contractor	Expenditure (excluding GST)		
		Previously Reported	New Expenditure	To-Date
75	Letter Graphics	\$279	\$0	\$279
76	Lifrite Hire & Sales	\$1,620	\$0	\$1,620
77	Lorent Nominees	\$11,390	\$0	\$11,390
78	M & M Masonry	\$87,052	\$0	\$87,052
79	Major Motors	\$441	\$0	\$441
80	Mandalay Technologies	\$2,126	\$0	\$2,126
81	Matic Transport	\$400	\$0	\$400
82	Menzies Contracting	\$11,575	\$0	\$11,575
83	Merit Lining Sysytems	\$97,244	\$0	\$97,244
84	MKM Consulting Engineering	\$13,200	\$0	\$13,200
85	MM Electrical Merchandising	\$21	\$0	\$21
86	Moddex Group	\$2,853	\$0	\$2,853
87	NBS Signmakers	\$53,198	\$0	\$53,198
88	Norcape Tree & Contracting Service	\$68,250	\$0	\$68,250
89	North West Occupational Hygiene	\$2,225	\$0	\$2,225
90	North West Tree Services	\$467,455	\$99,921	\$567,376
91	Norwest Sand & Gravel	\$413,512	\$0	\$413,512
92	NW Communications	\$564	\$230	\$794
93	Oceanic Offshore	\$5,617	\$0	\$5,617
94	OTR Tyres	\$180	\$0	\$180
95	Oztopia	\$36,400	\$0	\$36,400
96	Peacock Bros	\$480	\$0	\$480
97	Pilbara Motor Group	\$2,653	\$0	\$2,653
98	Pilbara Steel Flashings Supplies	\$178	\$0	\$178
99	Pilbara Traffic Management	\$2,475	\$0	\$2,475
100	Pilbara Windscreen Experts	\$30,532	\$0	\$30,532
101	Poinciana Nursery	\$20,905	\$0	\$20,905
102	Poolmart	\$382	\$0	\$382
103	Powerlift Industries	\$491,820	\$380	\$492,200
104	Profix Australia	\$58,042	\$8,196	\$66,238
105	Prompt Contracting and Fencing	\$138,292	\$4,550	\$142,842
106	Reece	\$10,143	\$0	\$10,143
107	Retravisio CC	\$54	\$0	\$54
108	Richose	\$3,354	\$0	\$3,354
109	SC Building Co	\$3,955	\$0	\$3,955
110	Shelf Cleaning Services	\$235	\$0	\$235
111	Shire of Wynham East Kimberley	\$641	\$0	\$641
112	Signs West	\$1,710	\$0	\$1,710
113	Stihl Shop Redcliffe	\$1,235	\$0	\$1,235
114	StrataGreen	\$8,225	\$0	\$8,225
115	Solcomm	\$10,046	\$2,400	\$12,446
116	Sunstone Design	\$2,258	\$0	\$2,258

No	Contractor	Expenditure (excluding GST)		
		Previously Reported	New Expenditure	To-Date
117	Timik Development	\$6,986	\$0	\$6,986
118	Tint a Car Karratha	\$485	\$0	\$485
119	TNT Express	\$640	\$0	\$640
120	Town of Port Hedland	\$53,893	\$0	\$53,893
121	Trasan Contracting	\$212,452	\$20,332	\$232,784
122	Treeswest Pty Ltd	\$61,200	\$0	\$61,200
123	Turf Guru Landscapes	\$11,760	\$0	\$11,760
124	Turf Whisperer	\$4,850	\$0	\$4,850
125	Urbanstone	\$5,011	\$0	\$5,011
126	Veris Australia	\$3,080	\$0	\$3,080
127	Watercorporation	\$2,158	\$0	\$2,158
128	Watertorque Group	\$7,900	\$0	\$7,900
129	Westrac Equipment	\$4,126	\$0	\$4,126
130	Winc Australia	\$591	\$0	\$591
131	Woolworths	\$90	\$0	\$90
132	Wormald Australia	\$9,693	\$0	\$9,693
133	Yurra	\$14,867	\$0	\$14,867
134	Zirco Data	\$1,423	\$0	\$1,423
<b>TOTAL</b>		<b>\$5,362,756</b>	<b>\$198,410</b>	<b>\$5,561,166</b>

Following is a summary of local and non-local suppliers and the value of local and non-local expenditure:

Location of Suppliers	#	% of suppliers	Expenditure	% of expenditure
Local	88	66%	\$4,254,909	77%
Non-Local	46	34%	\$1,306,257	23%
<b>Total</b>	<b>134</b>	<b>100%</b>	<b>\$5,362,756</b>	<b>100%</b>

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 the City.

Category	Risk level	Comments
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 POLICY REVIEW - CG-10 EXECUTION OF DOCUMENTS**

<b>File No:</b>	<b>CM.110</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Governance Officer - Compliance</b>
<b>Date of Report:</b>	<b>30 July 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Policy CG10 Execution of Documents</b>

---

**PURPOSE**

For Council to consider deleting the Execution of Documents Policy (CG10) as it is considered to be fundamentally operational in nature.

**BACKGROUND**

The Execution of Documents Policy was developed in May 2013 with the following purpose:

- Guiding staff on if and when the common seal is to be used on executed documents;
- Defining the different classes of documents; and
- Identifying which officers can sign the different classes of documents.

The policy has been reviewed several times since its development in 2013 with no significant changes to the purpose of the policy however a few operational changes were made with the classes of documents being updated and further definitions and documents added for clarity.

As part of the biennial policy review, it is considered the Execution of Document's Policy is not required as a Council Policy as delegated functions exist and s.9.49A of the *Local Government Act 1995* provides for how documents are to be duly executed.

To ensure good governance around the execution of documents, an internal operational policy or guideline will be developed and managed by EMT outlining methods of execution including use of electronic signatures, document types and use of the common seal.

**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 Governance, Information Services and other departments that commonly utilise the Execution of Documents Policy to streamline administrative processes.

**COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

Section 2.7(2)(b) of the Act enables local governments to create policies for their districts.

Section 9.49A of the Act refers to how a local government may execute any document. Section 5.45 of the Act refers to the function of acting through.

**POLICY IMPLICATIONS**

If Council resolves to delete the CG10 Execution of Documents Policy it will no longer be a Council Policy.

**FINANCIAL IMPLICATIONS**

There are no financial implications.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council’s approved Strategic Community Plan 2016-2026 and Corporate Business Plan 2016-2021. In particular, the Operational Plan 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	N/A	Nil
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	Low	An operational policy will guide City staff on proper execution of documents.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Policy CG-10 Execution of Documents was last reviewed in August 2017.

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority RESOLVES to DEFER consideration of this matter pending further information.

**CONCLUSION**

Council’s Execution of Documents Policy is proposed to be deleted as it is operational in nature. An operational policy will be created in its place to guide staff as to the appropriate execution of documents.

---

**OFFICER'S RECOMMENDATION**

**That Council by SIMPLE Majority pursuant to Section 2.7(2)(b) and 9.49A of the *Local Government Act 1995* RESOLVES to DELETE Policy CG10 Execution of Documents as attached to this report.**



**10.5 CG-17 ATTENDANCE AT EVENTS POLICY**

<b>File No:</b>	<b>CM.464</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Governance Officer - Compliance</b>
<b>Date of Report:</b>	<b>27 July 2020</b>
<b>Applicant/Proponent:</b>	<b>NIL</b>
<b>Disclosure of Interest:</b>	<b>NIL</b>
<b>Attachment(s):</b>	<b>Policy CG-17 Attendance at Events</b>

---

**PURPOSE**

For Council to consider adopting a new policy CG-17 Attendance at Events to meet legislative requirements of the *Local Government Act 1995 (Act)*.

**BACKGROUND**

Recent changes to the Act require local governments to prepare and adopt (by absolute majority) a policy that deals with matters relating to attendance at events for elected members and the CEO. Events are defined to include a concert, conference, function, sporting event or any other occasion prescribed.

The Act requires that the policy addresses the below matters:

- (a) the provision of tickets to events; and
- (b) payments in respect of attendance; and
- (c) approval of attendance by the local government and criteria for approval; and
- (d) any prescribed matter.

Draft Policy CG-17 Attendance at Events has been developed addressing the legislative requirements. Following is a summary of the key areas addressed in the policy:

- The policy will apply to the Mayor, Councillors and Chief Executive Officer.
- Attendance at events that have been approved by Council will exclude the gift holder from the requirement to disclose an interest if the ticket is above \$300 and the donor has a matter before council.
- Any gift received that is less than \$300 (either one off or cumulative over 12 months from the same donor) also does not need to be disclosed as an interest. Declaration of the gift will still be required under the gift register provisions.
- A list of pre-approved events.
- A decision making process for invitations not pre-approved.
- Management of payments in respect of attendance.

Adoption of this policy will satisfy the legislative requirements of the Act.

**LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

This policy was discussed at the August 2020 Agenda Briefing.

**COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

Section 5.90A of the *Local Government Act 1995* (Act) requires local governments to prepare and adopt an attendance at events policy.

**POLICY IMPLICATIONS**

The proposed Attendance at Events Policy (CG-17) will apply to invitations for the Mayor, Councillors and Chief Executive Officer to attend events.

**FINANCIAL IMPLICATIONS**

Attendance at some events may have financial implications which are generally funded through training and travel budgets.

**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	N/A
Financial	Low	Payment may be required to attend some events. This is usually a nominal amount
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Low	There is an expectation of Council representation at community and civic events.
Compliance	Low	The proposed policy is required to meet statutory obligations.

**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**

Absolute Majority.

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 5.90A of the *Local Government Act 1995* RESOLVES to DEFER consideration of the policy pending further information.

Option 3

That Council by ABSOLUTE Majority pursuant to Section 5.90A of the *Local Government Act 1995* RESOLVES to ADOPT Policy CG-17 Attendance at Events with the following amendments:

- (a) \_\_\_\_\_
- (b) \_\_\_\_\_

Option 4

That Council by SIMPLE Majority pursuant to Section 5.90A of the *Local Government Act 1995* RESOLVES to ADVERTISE for public comment Draft Policy CG-17 Attendance at Events and a Council report be represented following the close of submissions for Council to consider the adoption of the Policy (with amendments).

**CONCLUSION**

The proposed Policy CG-17 Attendance at Events is required to address legislative obligations under s5.90A of the *Local Government Act 1995*. Adoption of the policy will satisfy these obligations.

---

**OFFICER'S RECOMMENDATION**

That Council by ABSOLUTE Majority pursuant to Section 5.90A of the *Local Government Act 1995* RESOLVES to ADOPT Policy CG-17 Attendance at Events (as attached).



**10.6 RFT 01-19/20 BROADBAND WIRELESS NETWORK UPGRADE – PHASE 2**

<b>File No:</b>	<b>CM.408</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Technology Architect</b>
<b>Date of Report:</b>	<b>28 July 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Confidential –Tender Evaluation Report</b>

---

**PURPOSE**

For Council to consider the tender for Phase 2 of the Broadband Wireless Network Upgrade Tender, Number RFT 01-19/20.

**BACKGROUND**

The City of Karratha owns and operates a private broadband Wide Area Network (WAN) that interconnects the City's offices and major facilities. A WAN is a telecommunications network that extends over a geographical area for the primary purpose of computer networking. Specifically in this case, the City has microwave transmission dishes installed on either roof or mountain/hill top sites, interlinking offices and other distributed equipment. This network infrastructure is deemed critical as it supports fundamental business systems and services.

There is an increasing reliance on the WAN due to number of City facilities and use of IT technology and other dispersed electronic systems. These, together with strategic plans to include greater internal and external digital services, has led to a need to redesign and upgrade the backbone infrastructure to increase the speed and throughput of data over existing links and to provision future links to public spaces for a variety of digital initiatives.

Sub-standard network performance, particularly at remote sites impacts the level of service to the public, the ability for staff to perform their roles, and inhibits the ability to extend digital services and consider further initiatives at City owned facilities.

Tenders were previously invited for the design and implementation of an upgrade to the City's WAN to improve and extend the existing backbone and enable future digital initiatives (RFT 22-18/19). The scope was broken into two phases. The initial phase included an upgrade to the core backbone and extension of the point to point WAN to the Eastern Corridor.

The second phase, the scope of this RFT, includes an extension of the point-to-point WAN to Dampier and greatly improves many point-to-point links to the Airport, Waste, and Operations facilities, as well as enabling multipoint clusters in Dampier and Karratha that cover Pavilions, Community, Family and Visitor Centres. This will enable the complete digital management of the City's facilities and future provision of public digital services, CCTV and green facility management initiatives.

The works tendered include a combination of upgrades to existing point-to-point links to address obsolescence, together with an extension of capabilities to address business requirements.

Tenders were advertised following CEO approval (under delegated authority) on 15 February 2020 and closing 25 March 2020.

One tender was received by the closing date from:

- Solcomm Pty Ltd

One request was received for acceptance of a late tender. In accordance with the Request process the City declined to accept the late tender. The request was received from:

- ATI Australia Pty Ltd

The tender was evaluated by a three (3) person panel comprising of:

- Technology Architect
- Manager Information Services
- Dunne Telecommunications Consulting Pty Ltd (3rd Party Independent Telecommunications Consultant)

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	5%
Methodology	30%
Capacity to Deliver	5%
Price	60%

The Regional Price Preference Policy was not applied to any submission.

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 terms of parties affected.

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

Consultation has taken place between evaluation panel members in evaluating and analysing the content of the tender submission, including the involvement of an independent third party technical consultant on the evaluation panel.

#### **COMMUNITY CONSULTATION**

No community consultation is required.

#### **STATUTORY IMPLICATIONS**

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

#### **POLICY IMPLICATIONS**

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

#### **FINANCIAL IMPLICATIONS**

The Tender received is within the budget allocation of \$442,500.

**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.b.2.2 Enterprise Systems & Architecture
- Projects/Actions: 4.b.2.2.1 Improve remote communications to City facilities

**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	Tender is within budget. Radio licensing costs and cost for cohabitation of third party infrastructure has been allowed for but price changes may impact ongoing cost. Historically costs have remained consistent.
Service Interruption	Low	Cabling and equipment installation works may temporarily impact services within the organisation. There may be minor public service interruptions as links are cut over (minutes/hours rather than days).
Environment	N/A	Nil
Reputation	Low	Successful project outcomes will enhance the City’s reputation in the community
Compliance	Low	Tender process has been completed in accordance with statutory requirements.

**IMPACT ON CAPACITY**

There is negligible impact on capacity and resourcing to carry out the Officer’s recommendation.

**RELEVANT PRECEDENTS**

Council has previously considered the entire scope of these works in RFT 22-18/19 Broadband Wireless Network upgrade at the March 2019 meeting.

Phase 1 of these works was awarded to Solcomm Pty Ltd. The delivered Phase 1 works by Solcomm have met the solution design and workmanship has been to a high standard. One element remains to be finalised which is waiting on the completion of other City works.

**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 REJECT the tender from Solcomm Pty Ltd and READVERTISE the tender.

**CONCLUSION**

The Evaluation Panel believes that the recommended tenderer provides the best value for money outcome for the City. The Officers propose to nominate Solcomm Pty Ltd as the preferred tenderer subject to successful contract negotiations.

---

**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 Solcomm Pty Ltd ABN 80141014164 to form a contract, based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 01-19/20 - Broadband Wireless Network Upgrade – Phase 2; and
2. **EXECUTE** a contract with Solcomm Pty Ltd, **SUBJECT** to any variations of a minor nature.

## 10.7 REVIEW OF THE CITY'S STRATEGIC COMMUNITY PLAN, CORPORATE BUSINESS PLAN AND OPERATIONAL PLAN

<b>File No:</b>	<b>CM.468</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Manager Governance &amp; Organisational Strategy</b>
<b>Date of Report:</b>	<b>12 August 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Draft ISP Worksheet</b>

### PURPOSE

For Council to consider the adoption of draft Integrated Strategic Planning (ISP) documents, including the Strategic Community Plan 2020-2030, Corporate Business Plan 2020-2025 and Operational Plan 2020/21.

### BACKGROUND

The City is required to undertake a major review of its Strategic Community Plan (SCP) every 4 years and a minor review every second year. This review is a major review to ensure that the documented community plan aligns with the community's future aspirations.

The SCP review considers feedback from the community through annual community surveys, community workshops and forums, business surveys, employee surveys and workshops. This feedback informs the development of a 10 year SCP that captures the aspirations of the community towards realising the Vision, to be *Australia's most liveable regional City*.

Cascading from this document is a forward 5 year Corporate Business Plan (CBP) that documents the delivery of services and programs necessary to respond to the community's needs. This document also aligns with informing resourcing strategies such as the Workforce Plan, Long Term Financial Plan and Strategic Asset Management Plan. The CBP also informs the development of annual budgets and operational plans identifying key projects and actions for each financial year.

### Overview

The SCP is based on the following four key themes that flow through all the ISP documents:

-  Our Community – Inclusive and Engaged
-  Our Economy – Well Managed and Diversified
-  Our Environment – Thriving and Sustainable
-  Our Leadership – Proactive and Accountable

The draft documents propose no significant or material changes to the themes. Some minor variations were made to the descriptions.

Over recent years there has been an increase in the number of programs and services being delivered that align with emerging community aspirations. Greatest increases have been in the Community, Economy and Environment themes. This financial year Council has also

approved 107 key projects in its annual budget that are individually captured in the Operational Plan.

	Strategic Community Plan		Corporate Business Plan		Operational Plan		Key Performance Measures	
	Aspirations		Programs/Services		Projects/Actions			
	2020	2016	2020	2019	2020	2019	2020	2019
Our Community	6	6	55	46	142	75	35	37
Our Economy	4	4	19	14	34	16	11	9
Our Environment	4	5	36	26	41	32	11	11
Our Leadership	5	5	40	36	57	39	33	33
<b>Total</b>	<b>19</b>	<b>20</b>	<b>150</b>	<b>122</b>	<b>274</b>	<b>162</b>	<b>90</b>	<b>90</b>

**2020-2030 Strategic Community Plan**

No material changes are proposed to the SCP Outcomes with the exception of the Environment theme, where it is proposed that energy efficiency be incorporated into Outcome 3.d Sustainable use and management of resources. A number of amendments are proposed to the Responses in the SCP. These impact 1.b Community Safety; 1.c Accessible Services; 1.d Healthy residents; 1.f Connected communities; 2.a Diverse industry; 3.a Well managed natural assets; and 4.e Services that meet community needs.

The proposed SCP Outcomes and Responses are as follows:

 <b>Our Community</b> – <b>Inclusive and engaged</b> <i>Our Goal: To activate safe, healthy and liveable communities</i>	
Our Outcomes: “Community Aspirations”	Our Responses: “What the City can do to achieve the Outcomes”
1.a Quality community facilities	<ul style="list-style-type: none"> <li>➤ 1.a.1 Maintain and manage existing facilities and infrastructure.</li> <li>➤ 1.a.2 Plan and develop new facilities and infrastructure to meet future community need and industry best practice.</li> <li>➤ 1.a.3 Establish and maintain collaborative long term relationships to fund and operate facilities.</li> </ul>
1.b Improved community safety	<ul style="list-style-type: none"> <li>➤ 1.b.1 Apply best practice environmental design to prevent crime.</li> <li>➤ 1.b.2 Activate neighbourhoods and public open spaces.</li> <li>➤ 1.b.3 Develop safer community programs and partnerships.</li> <li>➤ 1.b.4 Enforcement of legislative requirements.</li> </ul>
1.c Accessible services	<ul style="list-style-type: none"> <li>➤ 1.c.1 Determine community needs through targeted engagement.</li> <li>➤ 1.c.2 Establish partnerships to enhance the provision of services.</li> </ul>
1.d Healthy residents	<ul style="list-style-type: none"> <li>➤ 1.d.1 Develop and promote programs and services that improve community wellbeing and health.</li> </ul>
1.e Recognition of Diversity	<ul style="list-style-type: none"> <li>➤ 1.e.1 Embrace and celebrate diversity in the region.</li> <li>➤ 1.e.2 Achieve recognition as a leader in engaging with and supporting diverse groups.</li> </ul>
1.f Connected communities	<ul style="list-style-type: none"> <li>➤ 1.f.1 Social interaction is fostered across the community.</li> <li>➤ 1.f.2 Employ new technologies to connect communities.</li> <li>➤ 1.f.3 Proactively engage and consult with the community.</li> </ul>

 <b>Our Economy</b> – <i>Well managed and diversified</i>	
<b>Our Goal:</b> <i>To attract diverse and sustainable business and employment opportunities</i>	
Our Outcomes: “Community Aspirations”	Our Responses: “What the City can do to achieve the Outcomes”
2.a Diverse industry	<ul style="list-style-type: none"> <li>➤ 2.a.1 Partner with key industry and business groups to advocate for investment.</li> <li>➤ 2.a.2 Support business development, growth and innovation.</li> </ul>
2.b Business prosperity	<ul style="list-style-type: none"> <li>➤ 2.b.1 Be a business friendly local government.</li> <li>➤ 2.b.2 Reduce business costs.</li> </ul>
2.c Quality infrastructure to support business investment	<ul style="list-style-type: none"> <li>➤ 2.c.1 Land and infrastructure is available for a variety of business investment purposes.</li> <li>➤ 2.c.2 Public private partnerships are in place for the development of key infrastructure.</li> </ul>
2.d Role clarity	<ul style="list-style-type: none"> <li>➤ 2.d.1 Support and advocate for local business.</li> <li>➤ 2.d.2 Promote the region as a business destination.</li> <li>➤ 2.d.3 Position the City as an attractive place for employees to live.</li> </ul>

 <b>Our Environment</b> – <i>Thriving and sustainable</i>	
<b>Our Goal:</b> <i>To protect our natural and built environment</i>	
Our Outcomes: “Community Aspirations”	Our Responses: “What the City can do to achieve the Outcomes”
3.a Well managed natural assets	<ul style="list-style-type: none"> <li>➤ 3.a.1 Recognise and protect our biodiversity.</li> <li>➤ 3.a.2 Work in partnership with traditional owners and key stakeholders.</li> <li>➤ 3.a.3 Enhance visitation opportunities to natural assets through sustainable tourism practices.</li> </ul>
3.b Attractive built environment	<ul style="list-style-type: none"> <li>➤ 3.b.1 Develop programs and services to maintain an attractive built environment.</li> <li>➤ 3.b.2 Encourage the community to support and maintain an attractive built environment.</li> </ul>
3.c Improved resource recovery and waste management	<ul style="list-style-type: none"> <li>➤ 3.c.1 Investigate and implement new waste management technologies.</li> <li>➤ 3.c.2 Educate community on resource recovery and recycling through promotional activities.</li> <li>➤ 3.c.3 Advocate for improved waste recovery processing facilities.</li> </ul>
3.d Sustainable use and management of resources	<ul style="list-style-type: none"> <li>➤ 3.d.1 Continue to improve efficiency in water and energy use.</li> <li>➤ 3.d.2 Promote energy efficiency opportunities to the community.</li> <li>➤ 3.d.3 Implement sustainable procurement practices.</li> </ul>

 <b>Our Leadership</b> – <i>Proactive and accountable</i>	
<b>Our Goal:</b> <i>To provide accessible, transparent and responsive leadership.</i>	
Our Outcomes: “Community Aspirations”	Our Responses: “What the City can do to achieve the Outcomes”
4.a Raised profile of the City	<ul style="list-style-type: none"> <li>➤ 4.a.1 Achieve a strong position and identity in statewide and national media.</li> <li>➤ 4.a.2 Achieve recognition as the leading regional local government area in Western Australia.</li> <li>➤ 4.a.3 Establish key strategic partnerships.</li> </ul>
4.b Continuous improvement and innovation	<ul style="list-style-type: none"> <li>➤ 4.b.1 Establish an environment that supports continuous improvement and innovation.</li> <li>➤ 4.b.2 Technology is employed to enhance service delivery.</li> <li>➤ 4.b.3 Maintain highly qualified staff of leading local government professionals.</li> </ul>

4.c Financial sustainability	<ul style="list-style-type: none"> <li>➤ 4.c.1 Continue strong financial management across all services.</li> <li>➤ 4.c.2 Maintain long term financial plans.</li> <li>➤ 4.c.3 Continue to seek sustainable revenue sources to fund Council activities.</li> </ul>
4.d Strong partnerships and indigenous relations	<ul style="list-style-type: none"> <li>➤ 4.d.1 Continue to develop partnerships with indigenous groups.</li> <li>➤ 4.d.2 Continue to engage with industry and government on key initiatives.</li> </ul>
4.e Services that meet community needs	<ul style="list-style-type: none"> <li>➤ 4.e.1 Undertake regular review of service levels and standards.</li> <li>➤ 4.e.2 Use evidence based analysis to determine service levels.</li> </ul>

**2020-2025 Corporate Business Plan**

The proposed CBP reflects changes captured in the draft SCP. A 23% increase in Programs and Services predominantly reflects a more even contribution of existing City services across each of the four strategic themes to more adequately respond to community aspirations identified in the SCP. There has also been some expansion of services in the areas liveability, economic development, sustainability and strategic projects.

Minor adjustments are also proposed to key performance measures to update targets based on previous results. A degree of caution has been applied in the current environment where COVID-19 is restricting the full potential of services being provided, for example attendances at City facilities and RPT numbers at the Karratha Airport.

**2020/21 Operational Plan**

The draft Operational Plan reflects regular operational projects and actions as well as the 107 key projects incorporated in the 2020/21 Budget.

**LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

Councillors and staff have had input into various stages of the drafting of the integrated strategic planning (ISP) documents.

**COMMUNITY CONSULTATION**

Community input was also sought on the draft SCP. This commenced on 22 July and closed 5 August 2020. Public notices were included in the Pilbara News, City website, notice boards and social media. In addition, correspondence was sent to 68 community organisations.

One response was received as summarised below:

Respondent	Submission	Officer’s Comment
The Karratha Women’s Place Inc.	Generally supportive of theme outcomes and responses. Would like the City to explore options for premises to operate and run services to support women and improve health and wellbeing of members.	Can be addressed under Outcomes and Responses in the Our Community theme. Specific request regarding facility referred to Community Services for consideration.

**STATUTORY IMPLICATIONS**

Section 5.56(1) of the *Local Government Act 1995* requires local government authorities in Western Australia to plan for the future.

Regulations 19C, 19DA and 19D of the *Local Government (Administration) Regulations 1996* provide requirements for Strategic Community Plans and Corporate Business Plans, including adoption of the Plans by Absolute Majority and giving of local public notice.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

Delivery of the proposed Operation plan has been fully costed in the 2020/21 Budget and future budgets will be developed having regard to the Strategic Community Plan and Corporate Business Plan.

**STRATEGIC IMPLICATIONS**

If approved by Council, the proposed Strategic Community Plan will replace the City’s 2016-2026 Strategic Community Plan and sets the City’s strategic direction for the next 10 years.

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

Programs/Services:	4.a.2.1	Integrated Strategic Planning
Projects/Actions:	4.a.2.1.1	Develop, maintain, monitor and report on the Strategic Community Plan, Corporate Business Plan, Operational Plan, informing strategic documents and key performance measures.

**RISK MANAGEMENT CONSIDERATIONS**

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	The Strategic Community Plan and Corporate Business Plan will support the development of Long Term Financial Plans and annual budgets.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	Low	The review meets our statutory obligations under section 5.56 of the <i>Local Government Act 1995</i> and Regulations 19C, 19DA and 19D of the <i>Local Government (Administration) Regulations 1996</i> .

**IMPACT ON CAPACITY**

Consideration has been given to resourcing to deliver the commitments in the Corporate Business Plan and Operational Plans. These will be subject to regular review through the Workforce Plan.

**RELEVANT PRECEDENTS**

The City undertook a major review of the Strategic Community Plan in 2012 and again in 2016. The Corporate Business Plan, Operational Plan and Key Performance Measures are reviewed annually.

**VOTING REQUIREMENTS**

Absolute Majority.

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by ABSOLUTE Majority pursuant to Section 5.56(1) of the *Local Government Act 1995* and Regulations 19C, 19DA and 19D of the *Local Government (Administration) Regulations 1996* RESOLVES to ADOPT the 2020-2030 Strategic Community Plan, the 2020-2025 Corporate Business Plan and the 2020/21 Operational Plan with the following modifications:

- a) \_\_\_\_\_
- b) \_\_\_\_\_

Option 3

That Council by SIMPLE Majority pursuant to Section 5.56(1) of the *Local Government Act 1995* and Regulations 19C, 19DA and 19D of the *Local Government (Administration) Regulations 1996* RESOLVES to DEFER consideration of the 2020-2030 Strategic Community Plan, the 2020-2025 Corporate Business Plan and the 2020/21 Operational Plan pending further review.

**CONCLUSION**

A major review of the City's Strategic Community Plan, Corporate Business Plan and Operational Plan has been undertaken based on Council, community and staff feedback. The draft ISP documents represent a continuation of existing programs and services to achieve the Vision to be *Australia's most liveable regional City*.

---

**OFFICER'S RECOMMENDATION**

That Council by ABSOLUTE Majority pursuant to Section 5.56(1) of the *Local Government Act 1995* and Sections 19C, 19DA and 19D of the *Local Government (Administration) Regulations 1996* RESOLVES to ADOPT the draft ISP worksheet that incorporates the:

1. 2020-2030 Strategic Community Plan;
2. 2020-2025 Corporate Business Plan; and
3. 2020/21 Operational Plan.

## **11 COMMUNITY SERVICES**



## **12 DEVELOPMENT SERVICES**

### **12.1 PROPOSED SMALL BAR AT LOT 1132 (NO.12) HEDLAND PLACE, KARRATHA**

<b>File No:</b>	<b>DA20111</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Planner/Compliance Officer</b>
<b>Date of Report:</b>	<b>31 July 2020</b>
<b>Applicant/Proponent:</b>	<b>Joanne Nell</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>1. Development Plans 2. Schedule of Submissions</b>

---

#### **PURPOSE**

For Council to consider a development application for a proposed small bar at Lot 1132 (No.12) Hedland Place, Karratha.

#### **BACKGROUND**

On 12 June 2020, the City received a development application for a proposed small bar at 12 Hedland Place (the subject site). This is the site that was conditionally approved by Council for a nightclub in October last year.

A small bar is a 'use not listed' under Local Planning Scheme No.8 (the Scheme). For any proposed use not listed, the Scheme requires Council to determine by absolute majority that the proposed use is consistent with the objectives and purposes of the zone. This is the primary reason why this development application is being presented to Council to consider.

#### Previous Approvals

At the October 2019 Ordinary Council Meeting, Council resolved to grant conditional approval for an entertainment venue (nightclub) on the subject site (Res. 154447). When the proposal for a nightclub on the subject site was advertised, the City received many submissions opposing the proposal. The applicant now seeks approval to change the approved use from nightclub to small bar. The application for small bar was referred to all persons who received notification of the proposed nightclub and those who objected. Only two submissions have been received in relation to the small bar proposal and only one of those submissions raises concerns. The points made in submissions are outlined and addressed under the Community Consultation section below.

#### The Proposal

The small bar proposes to operate from 5pm-12am Monday to Friday, and 12pm-12am on Saturdays and Sundays.

Several different areas for patrons are proposed. These include:

- Ground floor – Bar area, pool tables, audio visual entertainment control booth, ablutions, and office;
- Ground floor under croft – to be utilised as an outdoor smoking area;

- First floor – bistro/dining area with a combination of booth and table seating, lounge/cocktail bar, kitchen, accessible toilet; and
- Rooftop terrace – bar area, combination of booth/table seating/standing table.

This is a similar proposal to the nightclub in terms of the proposed site layout. However, proposed trading would cease at midnight, which would be more in line with an inner-City bar, rather than a nightclub. Sound barriers that were proposed for the nightclub are still proposed for the small bar to reduce noise impacts from the undercroft smoking area and rooftop terrace.

The applicant has been made aware that should the approval be granted, then they would be required to upgrade the external facades of the building, as was required for the nightclub.

**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 issues/environmental issues /cultural & wellbeing issues.

**COUNCILLOR/OFFICER CONSULTATION**

Consultation has taken place between the City’s Planning Services, Building Services, and Environmental Health Services. Relevant advice from Building and Environmental Health would be included in any development approval decision notice.

**COMMUNITY CONSULTATION**

The application was advertised in accordance with the Scheme and the Planning Regulations. The application was publicly advertised in the Pilbara News and on the City’s website. Letters were sent to all owners and occupiers of tenancies along Hedland Place, nearby owners and occupiers of residential properties on Padbury Way and Gregory Way and St Pauls Primary School.

Two submissions were received. One submission supports the application and the other raises some concerns. Both submissions have been summarised and addressed in the Schedule of Submissions (Attachment 2). The table below summarises concerns raised and the Officer’s responses.

Concerns raised	Officer’s response
Noise Pollution	The applicant has submitted an Acoustic Report and a Noise Management Plan which have been developed to address the requirements of the <i>Environmental Protection (Noise) Regulations</i> . The Noise Management Plan has been assessed and is supported by the City’s Environmental Health Services. Both the Acoustic Report and the Noise Management Plan were displayed on the City’s website during the advertising period.
Anti-social behaviour	The applicant has advised there will be security personnel for crowd control and CCTV throughout the entire premises. The applicant has advised there will be a courtesy bus available to help take patrons home in a safe and quiet manner.
Littering	The applicant has advised that no bottles will be allowed to leave the premises, and any rubbish including cigarette butts etc. will be picked up from the immediate vicinity of the premises.

It should be noted that the submitter who raised the above concerns also stated in their submission that ‘having a nice place to eat/drink across the road sounds quite lovely’, and that they are very pleased that the nightclub proposal has been changed.

It is recommended that any approval to this small bar include a condition requiring preparation and implementation of an Operational Environmental Management Plan to capture the measures proposed by the applicant to minimise the potential for anti-social behaviour and littering, as indicated above.

### **STATUTORY IMPLICATIONS**

While a small bar is a use not listed under the Scheme, the *Planning and Development (Local Planning Schemes) Regulations 2015* include the following definition for a Small Bar:

‘premises the subject of a small bar license granted under the *Liquor Control Act 1988*’.

Section 41A of the *Liquor Control Act 1988* states as follows:

41A. Effect and conditions of small bar license

- (1) Subject to this Act, the licensee of a small bar licence is, during permitted hours, authorised to sell liquor for consumption on the licensed premises.
- (2) A small bar licence is subject to -
  - (a) A condition prohibiting the sale of packaged liquor; and
  - (b) A condition limiting the maximum number of persons (excluding responsible persons and authorised officers) who may be on the licensed premises to 120.

The applicant has stated that the maximum number of occupants would be 120.

The subject site is zoned City Centre – Precinct 2 – Commercial Precinct under the Scheme. Objective 4.8d of the Scheme for Karratha is to develop a vibrant, safe and diverse city centre with a mix of commercial, retail, entertainment, residential, civic and retail uses. The proposed small bar is considered to meet this Scheme objective as it provides more entertainment options within the City Centre.

Schedule 2, Part 9, Clause 67 of the *Planning and Development (Local Planning Schemes) Regulations 2015* lists the matters to be considered by local government. Taking into account the compatibility of the proposed development with its setting, the amenity of the locality, the impact of the development on the community as a whole and the submissions received, it is considered that the proposed small bar can be approved.

### **POLICY IMPLICATIONS**

#### Draft Local Planning Policy DP1 - City Centre Development Requirements

DP1 outlines all development requirements for the City Centre zone and has been consistently used to assess all development applications in the City Centre zone for a number of years. DP1 states that commercial, retail, entertainment and civic uses are encouraged in the City Centre. A small bar is considered to be appropriate in the City Centre.

DP1 states that an Operational Environmental Management Plan may be required for facilities and premises that are likely to generate significant noise or are located in close proximity to sensitive land uses (i.e. residential uses). It is recommended that any approval to this small bar include a condition requiring preparation and implementation of an OEMP. Any such OEMP must outline measures to mitigate negative external impacts on surrounding businesses and nearby residents. Such management measures should include the following commitments:

- No bottles/beverages to leave the venue at any times;
- Security patrols;



Category	Risk level	Comments
Environment	Low	It is recommended that any approval include a condition requiring preparation and implementation of an Operational Environmental Management Plan. Separate environmental health approvals are also required. The premises must be registered as a food business under the <i>Food Act 2008</i> , and must be registered as a Public Building under the <i>Health (Public Buildings) Regulations 1992</i> .
Reputation	Low	There was only one submission that raised concerns. Those concerns have been addressed above. During advertising of the application, there were residents that verbally expressed their support for the proposed small bar.  With proper management measures in place which address the external impacts on surrounding premises, the small bar would contribute to enhancing the Karratha City Centre as a vibrant, safe and diverse city centre with a mix of entertainment uses for residents and tourists to visit.
Compliance	Low	All development applications are subject to compliance with Planning, Building and Environmental Health legislation. Non-compliance will result in the City taking enforcement action.

### IMPACT ON CAPACITY

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

### RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

### VOTING REQUIREMENTS

Clause 3.2.5 of the Scheme requires that Council determine by Absolute Majority that any proposed use not listed may be consistent with the objectives and purposes of the zone and/or the precinct objectives. Council can subsequently determine Development Application DA20111 by Simple Majority.

### OPTIONS:

#### Option 1

As per Officer's recommendation.

#### Option 2

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

1. DETERMINE that the use of small bar as presented in Development Application DA20111 at Lot 1132 (No.12) Hedland Place, Karratha is not consistent with the objectives and purposes of the particular zone or precinct and is therefore not permitted;
2. REFUSE Application for Development Approval DA20111 for a small bar at Lot 1132 (No.12) Hedland Place, Karratha.

## CONCLUSION

This proposed small bar would give residents and visitors options for evening and weekend entertainment and would contribute to Karratha being recognised as a great place to live and visit. The site is within the commercial precinct, where such a bar would be considered compatible.

During advertising, there were only two public submissions received, of which one was in support of the application. The concerns raised in the other submission have been addressed by the applicant and the applicant's commitments to addressing these concerns can be included in an Operational Environmental Management Plan. A condition of approval is recommended to require the applicant to prepare and implement an OEMP.

It is recommended that the application be approved.

---

## OFFICER'S RECOMMENDATION

That Council by:

1. **ABSOLUTE** Majority pursuant to Clause 3.2.5 of the City of Karratha Local Planning Scheme No.8 **RESOLVES** to **DETERMINE** that the use of small bar as presented in Development Application DA20111 at Lot 1132 (No.12) Hedland Place, Karratha is consistent with the objectives and purposes of the zone and the precinct objectives and an application for development approval should be determined in accordance with Clause 64 and Part 9 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations, 2015*.
2. **SIMPLE** Majority pursuant to Schedule 2 Part 9 Section 68(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* **RESOLVES** to **APPROVE** Development Application DA20111 for a small bar (use not listed) at Lot 1132 (No.12) Hedland Place, Karratha subject to the following conditions:
  - a) The approved development must 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.
  - b) The decision to approve shall expire if the development has not substantially commenced and is in continuation within two [2] years of the date of this decision.
  - c) The operating hours shall be restricted to: Monday-Friday: 5pm to 12am, and Saturday-Sunday: 12pm to 12am.
  - d) All noise management measures stated in the Acoustic Report (Rev A dated 13 September 2019), and in the Noise Management Plan (dated 1 June 2020) shall be implemented to ensure noise levels comply with the assigned limits under the *Environmental Protection (Noise) Regulations 1997*.
  - e) Prior to operation of the use commencing, an Operational Environmental Management Plan which addresses management of external impacts on surrounding premises and nearby residences shall be submitted to, and endorsed by the City of Karratha.
  - f) Prior to commencement of development, detailed plans for the noise suppression barriers proposed to be installed around the outdoor smokers

area and rooftop bar shall be submitted to, and endorsed by the City of Karratha to ensure the visual impact of the barriers on the streetscape is deemed acceptable.

- g) Damage to road pavements, kerbing, footpaths or City assets (as applicable) caused by construction activity including, but not limited to vehicle movements, shall be repaired, at the proponents cost, in accordance with specifications and works supervision and scheduling arrangements to be approved by the City of Karratha.**
- h) Prior to operation of the use commencing, the external façade of the building shall be upgraded to the satisfaction of the City of Karratha.**



## 12.2 STALLHOLDER AND STREET TRADING POLICY REVIEW

<b>File No:</b>	<b>PH.14</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Environmental Health Coordinator</b>
<b>Date of Report:</b>	<b>11 August 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>1. Draft Revised Stallholder and Street Trading Policy (as advertised)</b> <b>2. Schedule of Submissions</b> <b>3. Traffic Report by Transcore</b>

---

### **PURPOSE**

For Council to consider submissions on the draft revised Stallholder and Street Trading Policy, and whether to adopt the draft revised Policy, with or without modifications.

### **BACKGROUND**

The purpose of the 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* is applied.

#### Need for Policy Review

Council is required to regularly review its policies with the aim to do so every two years. The adopted Stallholder and Street Trading Policy was last reviewed in 2017. Since then, there has been a substantial increase in the number of mobile traders registered and operating from Dreamers Hill. More recently, construction of the Tambrey Neighbourhood Shopping Centre has commenced. The approved entry to the Shopping Centre is directly opposite the entry to Dreamers Hill.

The combined impact of an increased number of mobile traders at Dreamers Hill and the development of the shopping centre which is nearing completion means that there is an urgent need to finalise the review and resolve identified issues concerning mobile trading at Dreamers Hill. The key concern is safety, both vehicular and pedestrian off-site as well as on-site. It is expected this will worsen with the opening of the shopping centre. The adopted Policy does not include any provisions to manage any of the approved trading locations. There are safety risks in continuing to allow for unmanaged mobile trading locations.

Officers undertook a review of the way that other Local Governments manage mobile trading in public places. A summary is provided as follows:

Local Government	Restriction on Proximity to Fixed Business	Restriction on Maximum Traders	Restriction on Days/Hours	Restriction on Consecutive Trading Days	Restriction on CBD Trading	Fees >\$5 Per Day (Annualised)
Karratha	X	X	X	X	✓	X
Port Hedland	X	X	✓	X	X	✓
Carnarvon	✓	X	X	X	X	X
Geraldton	✓	X	✓	✓	X	✓
Mandurah	✓	✓	✓	X	✓	✓
Broome	✓	✓	✓	X	✓	X
Esperance	✓	✓	✓	X	✓	✓
Albany	✓	X	X	X	✓	✓
Vincent	✓	✓	✓	X	✓	✓
Perth	✓	✓	X	X	✓	X

### Community Interests

The adopted Policy identifies 7 approved trading locations. However, the majority of mobile traders have chosen to operate predominately from Dreamers Hill. This means people need to travel to Dreamers Hill to access many of the mobile traders. This contributes to a concentration of activity at Dreamers Hill.

Dreamers Hill has grown in popularity with the community. A petition (signed by 1,714 people) was submitted and presented to Council at its June 2020 meeting and demonstrates the broad community interest to keep Dreamers Hill the way it is. However, this popularity has generated traffic issues that need to be addressed now before they get worse. Mobile traders have engaged a traffic management business to prepare information and introduced traffic management measures on-site in an effort to address safety concerns. While these traffic management measures better manage the mobile trading activities occurring at Dreamers Hill, they do not address the traffic issues emerging along the adjoining section of Bathgate Road and at the Dampier Road roundabout.

The traffic issues are being caused by a growing number of vehicles entering and exiting the shopping centre from Bathgate Road in both directions, on top of the high number of vehicles entering and exiting Dreamers Hill from Bathgate Road in both directions at peak times. The approved crossover for the shopping centre is directly opposite the crossover for Dreamers Hill. This common access point onto Bathgate Road is only 70 meters from the Dampier Road roundabout. Traffic congestion on Bathgate Road at the common access point is causing traffic to back up in each direction, even back to the roundabout. This is even before the shopping centre is fully opened.

To address the safety concerns the City Officers consider it necessary to limit the number of mobile traders. In addition, the advertised draft Policy recommends applying a 100 metre setback from fixed businesses and not utilising more than 25% of the available parking to all approved mobile trading locations. When considering the combination of these factors, a maximum of 5 mobile traders at a time has been identified as acceptable for Dreamers Hill.

### Previous Council Meetings

A draft revised version of the Policy was presented at the April 2020 Council Meeting to be considered for public advertising. Council resolved at that meeting to defer further consideration of the draft revised policy to allow more time for further review and consultation with mobile traders. Following that Council resolution, City Officers held two information sessions with mobile traders in May to present and discuss the proposed changes. 19 mobile traders in total attended the information sessions.

Following consideration of points made at the information sessions, an updated draft revised Policy was presented to the June 2020 Council Meeting. Council resolved at that meeting to publicly advertise the draft revised Policy, which was advertised for 28 days from 8 July 2020 until 4 August 2020.

### Submissions

A total of 46 submissions have been received, of which 2 submissions supported the proposal (1 from a mobile trader and 1 from a fixed address local business) and 44 submissions objected to the proposal (a mixture of mobile traders and residents). A summary of the key points made in submissions, as well as Officer responses and recommendations on each of those points is included under the Community Consultation section in this report. Attachment 2 is the full Schedule of Submissions.

It is understood from reviewing submissions that many people like Dreamers Hill and the way it currently operates, and that they do not want that to change. Almost all of the submissions exclusively talk about Dreamers Hill and do not comment on any of the other proposed changes to the Policy such as the recommended additional approved trading locations.

Generally, mobile traders like the way Dreamers Hill operates as well but have indicated a willingness to operate from another location if they can stay together. There is some support for that from community members who made submissions as well.

While many submitters do not want Dreamers Hill to change, there is a need to address traffic and safety concerns, and it is proposed to do this through the changes contained in the draft revised Policy.

### Matters to be Considered

Council needs to determine whether the draft revised Policy that was advertised should be adopted, modified or deferred based on the submissions. If Council adopts a revised Policy, then it is intended that mobile traders would be consulted further. Matters that can't be resolved immediately such as the potential for a trading location at Kevin Richards Memorial Oval would need to be further considered, and would need to form part of the masterplan process.

### **LEVEL OF SIGNIFICANCE**

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

### **COUNCILLOR/OFFICER CONSULTATION**

Council has been briefed on a number of occasions in relation to this policy review. The Traffic Management Plan submitted on behalf of the mobile traders has been reviewed by the City's Officers responsible for traffic safety.

### **COMMUNITY CONSULTATION**

The draft revised Policy was advertised on the City's Public Notifications webpage. It was also advertised in the Pilbara News on the 8, 15, 22 and 29 July 2020. A targeted email was also sent to all registered food businesses (both mobile and permanent) and some community representative groups, notifying them of the draft revised version of the Policy being advertised. Information was also available at all City libraries and administration offices upon request.

A total of 46 submissions have been received. Each of the points made in the submissions are set out and addressed in detail in the Schedule of Submissions (Attachment 2). Table 1

as follows summarises the main points made in community submissions. Table 2 summarises the main points made in mobile trader submissions.

Table 1. Community Submissions

Submissions	Officer Response	Officer Recommendation
What about the petition that was signed by the community?	The petition has been acknowledged and was reported to Council at the June 2020 Ordinary Council Meeting. The support in the community for mobile trading to continue at Dreamers Hill is acknowledged.	Recognise the petition as part of policy review process.
Why are you closing/kicking mobile traders off of Dreamers Hill?	The advertised version of the Policy is not proposing to stop mobile trading at Dreamers Hill. It proposes to allow mobile trading to continue at Dreamers Hill in a more managed way to improve safety and minimise the potential for offsite impacts.	A maximum of 5 mobile traders be permitted at Dreamers Hill at any time.
Business will close if Dreamers is changed to 5 traders	Local business sustainability and growth is a Council priority but traffic and safety issues should not be ignored. The advertised version of the Policy still provides for trading at Dreamers Hill. The City is offering to help promote the location of mobile traders to keep the community and customers informed.	City to help promote mobile trader locations.
Like the variety of food options all in the one place.	The draft revised policy would still provide for a variety of options at each location. It is important that this trading occurs in a safe way and does not adversely impact on its surroundings.	A roster system would facilitate a variety of options to be made available.
Like the close proximity of Dreamers Hill.	The draft revised Policy would provide more mobile trading locations closer to other residents so they too could enjoy the proximity benefits referred to. Dreamers Hill would still be an option under the draft revised Policy for people wanting to continue to go there.	Adopt the proposed higher number of trading locations to increase the potential for close proximity of mobile traders to a greater number of residents.
Why can only 5 food vans be at Dreamers at any one time?	It is recognised that Dreamers Hill is popular but traffic and safety issues have been observed on and offsite. City Officers have considered a number of factors including customer parking, the use of the location for a number of purposes, the number of people and vehicles onsite at peak times, vehicle movements (onsite and offsite) and the suitability of infrastructure for the demands being placed on it. The draft revised Policy also applies two further assessment criteria to determine an appropriate number of mobile traders: 1. not using more than 25% of the available parking; and 2. 100m from a fixed business.	Traffic safety is a key consideration to the maximum number of traders at a trading location, therefore it is recommended further traffic assessment and review occur over a 12 month period with a view to maximise the number of traders possible from sites including Dreamers Hill. It is intended to introduce changes as part of a transition plan, and then report back to Council on the results of the traffic assessment.

Table 2. Mobile Trader Submissions

Submissions	Officer Response	Officer Recommendation
Support the City managing the roster system.	It is proposed that the City establish and manage the roster system.	The draft revised Policy would be supported with City resources to establish and manage the roster, including marketing locations of mobile traders to promote to the community.
Support the additional trading locations.	It is proposed there be additional trading locations to provide greater opportunity for mobile traders throughout the City.	The draft revised Policy includes additional trading locations.
Policy provisions proposed are more consistent with mobile trading policy positions in other areas throughout Western Australia.	A review of other local governments identified that the City of Karratha's existing policy had the least amount of management in place.	The draft revised Policy provisions put forward be adopted in order to be more consistent with other local governments in Western Australia.
Why was the traffic management plan submitted by mobile traders not considered in the draft Policy?	The traffic information and management deployed by mobile traders has been assessed and considered by Officers.	The traffic information and management (traffic cones) does not consider the off-site impacts and a more detailed traffic assessment is recommended.
Is there any land the Council can allocate to allow mobile traders to operate together?	Currently there is not any Council owned/managed land available that is suitably developed for a large number of mobile traders to trade from safely on a regular basis. If Council wants to provide for such a location going forward, then this could be investigated but until any such location is available, it is considered that the advertised Policy provides appropriate policy parameters at this point in time.	Further consideration be given to identifying a suitable location for a large number of mobile traders.
Can we get an annual permit just for Dreamers, even if this is at a higher fee?	The fees for mobile traders will be reviewed as part of a comprehensive review of Fees & Charges. The option of a different fee for Dreamers Hill can be considered when Fees & Charges are next reviewed.	Consider option of different fee for mobile trading at Dreamers Hill when Fees & Charges are next reviewed.
Will locals be given a priority at Dreamers over outside vans?	No and this does not currently occur.	A roster system is proposed as part of the draft revised Policy, which would allocate traders during peak periods to promote fairness and variety.

Submissions	Officer Response	Officer Recommendation
<p>Longer vehicles are restricted as to where they can trade.</p>	<p>Officers have assessed all existing and proposed trading for longer vehicles to trade. Some of the recommended trading areas would not be suitable for larger mobile traders, but larger mobile traders could occupy two designated trading areas.</p>	<p>Amend the advertised version of the Policy to state that if the designated trading area is occupied by non-mobile trader vehicles, then other bays may be used in the approved trading location provided the maximum number of traders is not exceeded and accessible parking bays, traffic flow and entries/exits are not obstructed.</p>
<p>Rostering of food vans is anticompetitive.</p>	<p>The proposed roster is to better manage the trading locations which are held on land under the management responsibility of the City of Karratha.</p>	<p>Acknowledge a rostering system as part of introducing better management of mobile trading within approved trading locations.</p>
<p>Why can't the Millars Well Oval site be developed or included in the draft Policy?</p>	<p>The current condition of this location is not considered suitable in terms of safety, managed access and potential for vehicular and pedestrian conflict. Existing pockets of land in this location are not suitable in their current state and the cost to upgrade an area in this location for mobile trading would be substantial. There are no sealed surfaces, lighting, and other infrastructure needed for safe mobile trading. The option of a mobile trading area at this location will be investigated as part of preparing the Kevin Richards Memorial Oval Masterplan.</p>	<p>Investigate the option of a mobile trading location at Kevin Richards Memorial Oval as part of preparing the Kevin Richards Memorial Oval Masterplan.</p>
<p>What basis was the 100m setback applied and 25% of available parking being used?</p>	<p>Officers assessed what policies other Local Governments have for mobile trading. Criteria for setbacks in all cases were 100m or greater and 25% ensures sufficient space to accommodate parking, access and other use of a trading location.</p>	<p>The 100m setback and maximum 25% car park occupancy criteria are included in the draft revised Policy.</p>
<p>Bump in and bump out times in structured car bays used by others is unsafe.</p>	<p>It is considered that introducing management measures like designated trading areas and bump in/ bump out times provide more clarity and safety than a more informal arrangement. Setting up in line marked car bays would allow clear trading areas for mobile traders. Areas have been allocated so that standard mobile trading vehicles will fit in the bays, not obstruct traffic flow or sight lines, and have available space for queuing and customer parking. Other Local Governments use designated carparks for mobile trading locations. The existing Policy already includes approved trading locations in these types of areas.</p>	<p>Bump in and bump out times as part of introducing better management of mobile trading within approved trading locations is included in the draft revised Policy.</p>

Submissions	Officer Response	Officer Recommendation
Doesn't want hours to be placed on mobile trading with a day/night permit.	Specific day and night trading hours are proposed to better manage the maximum number of traders on site. By implementing day/night permits this will allow the roster system to be more effective so traders can nominate for either or both slots. Clear times for each slot this will allow a smoother transition for the night traders to access their trading area without having to come back every few minutes waiting for someone to leave, and will improve safety by limiting movements during peak times.	The roster would designate day and night times.

Recommended Modifications

One concern raised in submissions is that designated mobile trading areas would not be available exclusively for mobile traders. The reason for not making these car parking bays exclusively available for mobile traders is so they can be used by other park users if not occupied by a mobile trader. However, the concern that the bays may then not be available for mobile trading is valid. It is recommended that the draft revised Policy be modified to allow mobile traders to operate from other areas within the designated trading location if the nominated trading area is occupied by other users, provided the maximum number of traders is not exceeded and accessible parking bays, traffic flow and entries/exits are not obstructed.

Further Mobile Trader Consultation

It is recommended that mobile traders are further consulted regarding the way the operational aspects of the roster system will be introduced as part of a transitional plan.

Before January 2021, Officers would engage mobile traders in the process of finalising operational aspects of the roster and how this will be implemented. This would occur in September - October. Between now and December, the City's website would be updated to include a mobile trading roster that would be publicly available. There also needs to be an internal communications plan regarding the updating of the website and promotion of mobile trading locations and who will be responsible for managing this.

Further Considerations

Multiple submissions request an alternative area to Dreamers Hill be identified and developed to accommodate a large number of mobile traders. There are currently no areas under City control that would be suitable. It is recommended that an investigation be undertaken to evaluate site options such as Kevin Richards Memorial Oval.

Traffic

Traffic safety is a key consideration to the maximum number of traders at a trading location, and it is recognised that a group of mobile traders have submitted traffic information to help address the issue. Initially, the City's Officers responsible for Traffic Safety identified a number of concerns with the submitted information, and based on those concerns engaged Transcore an independent traffic consultant to undertake a peer review to provide further detailed assessment of the information and traffic situation for Dreamers Hill. A copy of the report is contained in Attachment 3. The report identifies shortcomings through a lack of data and improper analysis which create uncertainties and the likely traffic impact on the road network and safety risks.

Based on the findings and conclusions of the report it is therefore it is recommended further traffic assessment and review occur over a 12 month period with a view to maximise the number of traders possible from sites including Dreamers Hill. It is intended to introduce changes as part of a transition plan, and then report back to Council on the results of the traffic assessment. The traffic information and management (traffic cones) does not consider the off-site impacts and a more detailed traffic assessment is recommended.

**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 between the policy and the local law, the local law will take precedence.

The City is responsible to ensure that all street trading and mobile traders comply with the requirements in the Local Law.

**POLICY IMPLICATIONS**

Council’s adopted Stallholder and Street Trading Policy (DR05) will be revised if the draft revised Policy that was advertised with or without modification is adopted.

Mobile traders are currently operating under the existing Stallholder and Street Trading Policy. Annual permits are issued on a calendar year basis with the current permits due for renewal in January 2021. The aim would be for the full implementation of the advertised Policy to align with these renewals.

**FINANCIAL IMPLICATIONS**

Financial implications as a result of the changes are expected to be minimal. Fees for mobile traders are set separately by Council as part of its adopted fees and charges.

**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

**RISK MANAGEMENT CONSIDERATIONS**

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

Category	Risk level	Comments
Health	Low	The inspection regimes for mobile traders will not change as a result of any policy changes.
Financial	N/A	Nil
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Moderate	There is considerable community interest in this matter and a number of submissions have been made on the proposed Policy changes. These submissions have been considered and modifications have been recommended as a result. City officers would also follow up some matters with mobile traders to discuss further implementation of the changes if a new version of the Policy is adopted. There are technical reasons

Category	Risk level	Comments
		why Policy changes are being recommended but based on points made in submissions, it is recommended that an alternative site for a large number of mobile traders be investigated. Otherwise, it is considered that the recommended changes to the Policy are required.
Compliance	Low	City officers would make sure requirements of the Local law and adopted Policy are complied with.

**IMPACT ON CAPACITY**

There is some impact on capacity and resourcing to carry out the Officer’s recommendation, as it will involve administering a roster system and additional marketing of mobile trader locations.

**RELEVANT PRECEDENTS**

The City regularly reviews its Policies and adopts changes. This particular policy review has included reviewing similar policies from a number of other Local Governments. The advertised version of the Policy is in line with examples from elsewhere.

**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 REFUSE to adopt the draft revised Stallholder and Street Trading Policy following this review because Council considers the adopted Policy 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 consideration of points raised in submissions.

Option 4

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ADOPT the Stallholder and Street Trading Policy subject to the modification of Dreamers Hill being increased from 5 maximum approved mobile trader limit to\_\_\_\_\_.

**CONCLUSION**

The review of Council’s adopted Stallholder and Street Trading Policy and consultation has been extensive and has captured the key points from businesses and community. Despite the desire to stay the same, a need to improve the management of mobile trading at Dreamers Hill to improve safety and minimise off-site impacts.

The submissions and the petition that was previously received highlight the fact that people like the way Dreamers Hill currently operates and that they don’t want that to change. It is recognised that people have developed a connection with Dreamers Hill. However, there are safety concerns that should be addressed before they get worse.

The consultation undertaken with mobile traders and the submissions have helped to gain an insight into community sentiment, narrow down the issues and consider the best way forward. A modification to the Policy is recommended to provide more flexibility in approved trading locations shared with other car park users. Further consultation with mobile traders is intended as part of a transition plan to commence from January 2021 to determine the way the operational aspects of the roster system will be introduced. It is also recommended that possible alternative locations to Dreamers Hill be investigated for a large number of mobile traders. It is recommended that further traffic assessment occurs in order to maximise the number of traders from Dreamers Hill, but until then the limit of 5 traders at one time be implemented to manage the traffic safety concerns. All of these recommendations have been developed as a result of the consultation undertaken and the input received.

---

**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 Stallholder and Street Trading Policy (as advertised and contain in Attachment 1) subject to the following modification:**

**Where a Designated Trading Areas bay is occupied by a non-trader, a mobile trader may park in an alternative bay subject to traffic flow being maintained and the maximum number of mobile traders is not exceeded.**

- 2. NOTE that a Transition Plan will be prepared to implement the draft revised Policy that will include the following:**
  - a) Consultation with mobile traders on establishment of a roster system and how it is marketed;**
  - b) Implement the changes to the Policy to commence from January 2021;**
  - c) Undertake a detailed traffic safety assessment after the Tambrey Neighbourhood Shopping Centre opens, with a view to maximise the number of mobile traders at one time at Dreamers Hill;**
  - d) Consider mobile trading as part of the Kevin Richards memorial Oval master planning process; and**
  - e) A further report to be presented to Council to consider a review of the roster system, the completion of the traffic analysis and outcome of the potential for mobile trading at Kevin Richards Memorial Oval.**

**12.3 REVIEW OF PARKING AND PARKING FACILITIES LOCAL LAW**

<b>File No:</b>	<b>CM.5</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Manager Approvals and Compliance</b>
<b>Date of Report:</b>	<b>4 August 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Draft revised Parking and Parking Facilities Local Law – available electronically</b>

**PURPOSE**

For Council to consider recommencing the gazettal process to adopt a new Parking and Parking Facilities Local Law to ensure modified penalties under the Local Law can be imposed.

**BACKGROUND**

At its 19 August 2019 meeting, Council resolved to advertise the City of Karratha Parking and Parking Facilities Local Law 2019 (Local Law). The draft updated version of the Local Law adopted by Council for advertising is based on the current WALGA template. Additional provisions were also incorporated from the recently adopted City of Kwinana Parking and Parking Facilities Local Law 2018.

One of the provisions incorporated from the City of Kwinana's Local Law is a maximum unmodified penalty of \$1,000. Under Section 9.17(3) of the *Local Government Act 1995* the modified penalty for an offence cannot exceed 10% of the maximum penalty that could be issued by a court. The implications of this threshold in relation to the stated maximum unmodified penalty of \$1,000 is that the maximum modified penalty that can be imposed under the Local Law is \$100.

The following modified penalties listed in Schedule 2 of the draft revised Local Law exceed \$100.

<b>Offence Type</b>	<b>Proposed Modified Penalty</b>
Driving on a Reserve (e.g. crossing drainage reserves)	\$250
Leaving vehicles so as to obstruct a public place (e.g. abandoned vehicles)	\$200
Damaging local government property (driving through airport car park boom gate)	\$500

These modified penalties are currently being issued by City Rangers.

The draft updated version of the Local Law was advertised for a period of 7 weeks in accordance with requirements of the *Local Government Act 1995*. One submission was received from the Department of Local Government, Sport and Cultural Industries (the Department).

In its submission, the Department recommended several changes including adding a contents page due to the length of the Local Law and minor grammatical and formatting edits. These changes have been made to the attached version of the draft revised Local Law. The Department also noted in its submission the implications of Section 9.17(3) of the *Local Government Act 1995* for modified penalties.

All of the modified penalties over \$100 would likely be found to be invalid if the draft revised Local Law is adopted in its current form and the process would likely be required to start again.

To address this issue, the City has the following options in finalising the Local Law review:

1. Ensure no penalty listed in Schedule 2 exceeds \$100; or
2. Increase the maximum unmodified penalty in clause 9.1 to \$5,000.

Option 1 would reduce the penalties issued by Rangers for the above offences, which may not act as a sufficient deterrent and would reduce the ability to recover associated costs. This Option is not recommended.

Option 2 is recommended. However, increasing the unmodified penalty to \$5,000 is likely to be considered a 'significant difference' under *section 3.13 of the Local Government Act 1995* by the Joint Standing Committee on Delegated Legislation, which would require the law-making process to be restarted from the beginning.

Even if Option 1 is preferred, it may still be considered a significant change, in which case the process would be required to start again.

#### **LEVEL OF SIGNIFICANCE**

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

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

Council resolved to advertise the City of Karratha Parking and Parking Facilities Local Law 2019 at its August 2019 Ordinary Council Meeting.

Governance & Organisational Strategy has been engaged in the process of undertaking this Local Law review.

#### **COMMUNITY CONSULTATION**

The draft revised Local Law was publicly advertised from 2 October to 15 November 2019.

#### **STATUTORY IMPLICATIONS**

The process of gazetting a local law is provided within Section 3.12 of the *Local Government Act 1995*. The purpose and the effect of the local law must either be read aloud by the presiding member of the Council meeting, or be included within both the agenda and minutes of the Council meeting. Given that the recommendation is to re-commence the law making process, the purpose and effect of the local law are:

"The purpose of the draft local law is to regulate the parking or standing of vehicles in all or specified thoroughfares and reserves under the care, control and management of the local government and to provide for the management and operation of parking facilities.

The effect of the draft local law is that a person parking a vehicle within the parking region is to comply with the provisions of this local law."

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

If the maximum unmodified penalty is left at \$1,000, then this will reduce the monetary value of fines collected by the City. Costs associated with advertising and gazettal of the local law will be sourced from the existing corporatized accounts in the Council budget.

**STRATEGIC IMPLICATIONS**

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

Programs/Services:	4.e.1.2	Corporate Governance
Projects/Actions:	4.e1.2.1	Review Local Laws

**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	Penalties collected represent a very small proportion of income for the City.
Service Interruption	N/A	Nil
Environment	Low	Up to date local laws assist in the management of the City’s built environment.
Reputation	N/A	Nil
Compliance	Low	The City needs to maintain effective local laws to regulate and manage parking.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Council has previously initiated amendments to local laws.

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**

Option 1

As per Officer’s recommendation.

Option 2

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

1. MODIFY Schedule 2 to ensure no penalty exceeds \$100; and
2. ADVERTISE that version of the Draft City of Karratha Parking Local Law 2019.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to DEFER advertising of the Draft Parking and Parking Facilities Local Law until further information is received.

Option 4

That Council by SIMPLE Majority pursuant to Section 3.12 of the *Local Government Act 1995* RESOLVES to NOT AMEND the Parking and Parking Facilities Local Law.

**CONCLUSION**

Due to advice received from the Department of Local Government Sport and Cultural Industries, it is recommended that Council increase the unmodified penalty to \$5,000 and start the law-making process from the beginning to ensure that the City of Karratha Parking Local Law 2019 complies with section 9.17(3) of the *Local Government Act 1995*.

---

**OFFICER'S RECOMMENDATION**

That Council by SIMPLE Majority pursuant to Section 3.12 of the *Local Government Act 1995* RESOLVES to ADVERTISE the Draft City of Karratha Parking Local Law 2019 as attached to this report.

## **13 STRATEGIC PROJECTS & INFRASTRUCTURE**

### **13.1 KARRATHA GOLF COURSE SUPERINTENDENT CONTRACT**

<b>File No:</b>	<b>PK.42</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Reporting Author:</b>	<b>Infrastructure Services Officer</b>
<b>Date of Report:</b>	<b>4 August 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Confidential Tender Evaluation Report</b>

---

#### **PURPOSE**

For Council to consider the tender for the Karratha Golf Course Superintendent offered under RFT 35-19/20.

#### **BACKGROUND**

Karratha Golf Course maintenance is currently delivered via a combination of Karratha Country Club volunteers and the City's current Golf Course Superintendent Contractor.

The current Golf Course Superintendent contract commenced on 1 November 2016 for a term of two (2) years with a two (2) year extension option. The term inclusive of options is due to expire on 31 October 2020.

The Golf Course Superintendent contract is responsible for the City's golf course maintenance obligations under the current Memorandum of Understanding with the Karratha Country Club. This includes the provision of labour, plant and equipment, and materials required to maintain the golf course. In addition, the Golf Course Superintendent contract includes course improvement works in accordance with the Karratha Golf Course Master plan including the establishment of grass greens, should funds permit.

At its meeting of 30 June 2020, Council resolved to invite tenders for services of a Karratha Golf Course Superintendent for a period of four (4) years with two (2) x two (2) year extension options (4+2+2) in accordance with the scope of works.

Tenders were advertised on 8 July 2020 and closed on 29 July 2020.

One tender was received by the closing date from:

- Turf Life Pty Ltd

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

- Director Strategic Projects & Infrastructure
- Manager City Services
- Parks & Gardens Coordinator

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



Category	Risk level	Comments
Reputation	Low	Effective maintenance of the Karratha Golf Course is expected to meet Community expectations and national/international tourist expectations of a Regional City Golf Course.
Compliance	N/A	Nil

### IMPACT ON CAPACITY

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

### RELEVANT PRECEDENTS

Council has committed to the MOU between the City and the Karratha Country Club which outlines the City's responsibilities at the golf course.

The City has an existing contract in place with Turf Life P/L for the Karratha Golf Course Superintendent role since 1 November 2016, which is due to expire on 31 October 2020.

### 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 REJECT the tender for Karratha Golf Course Superintendent under RFT 35-19/20 and READVERTISE the tender.

### CONCLUSION

The Evaluation Panel believes that the recommended tenderer demonstrates the ability to provide the required services and represents the most advantageous outcome for the City. Since 2016, the same tenderer, Turf Life P/L has been the Superintendent for the Karratha Golf Course and has provided a high quality, cost effective service for the City.

---

### OFFICER'S RECOMMENDATION

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

1. ACCEPT the tender submitted by Turf Life Pty Ltd t/a Turf Whisperer (Aust) ABN 70 601 663 209 to form a contract, based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 35-19/20 Karratha Golf Course Superintendent; and
2. EXECUTE a contract with Turf Life Pty Ltd t/a Turf Whisperer (Aust), SUBJECT to any variations of a minor nature.



## 13.2 NORTH WEST RECYCLING SPONSORSHIP PROPOSAL

<b>File No:</b>	<b>WM.102</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Reporting Author:</b>	<b>Manager City Services</b>
<b>Date of Report:</b>	<b>29 July 2020</b>
<b>Applicant/Proponent:</b>	<b>North West Recycling</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>North West Recycling - Letter of request for sponsorship</b>

---

### **PURPOSE**

For Council to consider supporting a sponsorship request from North West Recycling (NWR) in the implementation of the WA Container Deposit Scheme.

### **BACKGROUND**

The WA Container Deposit Scheme (the Scheme) branded '*Containers for Change*' (CFC) commences on 1 October 2020. The scheme provides for a 10c refund to be paid to any person who returns an eligible beverage container through the scheme collection points. The City of Karratha applied for the Scheme, however was unsuccessful. NWR secured an agreement with the Scheme Coordinator, Western Australia Return Recycle Renew, to operate the refund points in the City of Karratha and in Onslow for a term of 7 years.

The Scheme objectives are to:

- increase recovery and recycling of empty beverage containers;
- reduce the number of empty beverage containers that are disposed of as litter or to landfill;
- provide opportunities for social enterprise and benefits for community organisations;
- create opportunities for employment; and
- complement existing collection and recycling activities for recyclable waste.

The City has received correspondence from NWR detailing a proposal to contribute funding towards the procurement of 5,000 blue 80 litre mobile garbage bins (blue bin) and 100 collection cages for use in their operation of the Scheme in the City.

Under their proposal, NWR would provide a blue bin to households and businesses on request, dedicated to the collection, storage and transport of redeemable containers. The bins would be available for collection from NWR Crane Circle facility. Taking the bin to the refund point for processing and redemption of eligible containers would be the responsibility of households/businesses who opt in. The blue bins would be owned and managed by NWR, and they would be responsible for tracking, repairs and maintenance.

NWR are also proposing to provide collection cages to schools, community groups, camps, clubs and hotels to encourage their participation in the Scheme.

NWR has requested sponsorship to the value of \$174k (GST incl.) as follows:

- \$98k - 50% contribution towards procurement of 5,000 blue 80 litre mobile bins

- \$76k - 100% contribution for procurement of 100 collection cages

NWR has also made a request to Citic Pacific to fund the remaining 50% of the blue bins proposed.

NWR has advised that their outlay for setting up the Refund Point infrastructure in the City was approximately \$1.1m including purchase of the land in Crane Circle.

### **Cage Proposal**

The NWR proposal to provide cages targets areas where limited or no recycling is currently undertaken such as schools, clubs, community groups, hotels, pubs and mining camps. This proposal has potential to significantly increase the diversion of recyclable material from landfill and reduce littered containers, and will also raise awareness of recycling within the community and provide potential benefits to community groups.

The type of cage proposed is recommended by the Scheme Coordinator for bulk collection of redeemable containers and measures 1160mm x 1160mm x 1300mm. NWR would own and manage the cages and be responsible for their delivery and collection when full. Under the proposal, these cages would be co-branded with the City's messaging/logo. The unit cost of the cages including GST and freight to Karratha is \$760.

### **Blue Bin Proposal**

The NWR proposal to offer a blue 80L bin to households and businesses on request is a unique and innovative way to increase community participation in the scheme. The proposal targets redeemable containers currently disposed of in the residential kerbside recycling bins which is provided by the City as part of its domestic waste management service. The Scheme is intended to complement existing kerbside recycling activities, and whilst it is expected that there will be a reduction in eligible containers presented in the kerbside recycling bin upon implementation, it is not the intent to target these containers.

Based on the experience in Queensland and NSW following the implementation of a Container Deposit Scheme, is expected that in the first 6-12 months of operation, the kerbside recycling bin weight will be reduced between 16% and 20% due to removal of redeemable containers. The proposal to offer a blue bin has the potential to reduce the number of eligible containers currently placed in the recycling bin.

The removal of eligible containers from the kerbside recycling bin will reduce the revenue that Materials Recovery Facility (MRF) operators realise from the sale of recovered materials. This potentially impacts the ongoing financial viability of the kerbside recycling services through increasing collection costs. The City's current contract for recycling is valued at approximately \$465k per annum. A reduction in the volume of saleable material in the kerbside bin could result in higher rates in future recycling collection contracts.

Under the Scheme, MRF operators can claim the refund on eligible containers delivered from local Council kerbside recycling collections. The MRF operator is required to enter into a revenue sharing agreement to pay the relevant local Council 50% of all recovery amount payments, less costs associated with participation in the Scheme. A 2018 audit on kerbside domestic waste, public place bins found that an average of 39 eligible containers per week were found in the kerbside bins with an estimated redeemable value of \$590k annually.

Whilst the proposal to offer a blue bin for redeemable containers has potential to increase participation in the Scheme, the number of bins proposed indicates a participation rate of over 50% of households. This level of participation is unlikely upon commencement of the Scheme, given the experience of other states.

The WA Scheme Coordinator has advised that they are intending to offer onion bags to the Scheme Refund Point Operators at cost to distribute on request to customers for collection and transport of redeemable containers.

The City of Stirling has secured the Refund Point Operator contract in their local government area and advised that they will be offering 10,000 onion bags to residents interested in participating in the Scheme.

NWR has also submitted a proposal to the Shire of Ashburton requesting sponsorship to the value of \$20k for procurement of blue bins to be made available to businesses and residents in Onslow.

#### **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, environmental and in terms of Council's ability to perform its role.

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

Consultation has taken place between the Manager City Services, North West Recycling, Director Strategic Projects & Infrastructure, and with the CEO and Councillor representatives at the Waste Advisory Group meeting on 27 July 2020.

#### **COMMUNITY CONSULTATION**

No community consultation is required.

#### **STATUTORY IMPLICATIONS**

Section 3.18 of the *Local Government Act 1995* - Performing executive functions, is applicable to this matter.

#### **POLICY IMPLICATIONS**

There are no policy implications.

#### **FINANCIAL IMPLICATIONS**

Council allocated \$175k in the 2020/21 Budget towards sponsoring the implementation of the Scheme, subject to receipt of a detailed proposal. The Financial implications associated with the officer's recommendation are detailed below:

<b>Description</b>	<b>Cost</b>
Fund procurement of 100 cages for distribution as detailed in this report	\$76,000
Support North West Recycling in the promotion of the Container Deposit Scheme within the City.	Within existing budget

The City currently funds a kerbside household recycling collection service at a cost of \$465k. In addition, the contract includes the provision of \$50k per year to support community education and initiatives towards recycling.

**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: 3.c Improved recycling and waste management.
- Projects/Actions: 3.c.1 Investigate and implement new waste management technologies to improve resource recovery and recycling outcomes.
- Projects/Actions: 3.c.2 Enhance community use of waste and recycling facilities through promotional activities.

**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	Funds are available in the 20/21 FY budget to implement the offices recommendation however, there is a potential for reduction in volumes which could impact Council’s cost of kerbside recycling in the future.
Service Interruption	N/A	Nil
Environment	Low	Recycling outcomes are likely to be improved if the officer’s recommendation is supported.
Reputation	Low	Reputation is likely to be enhanced if officer’s recommendation is supported.
Compliance	N/A	Nil

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

This Scheme is new to the state of WA and therefore 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 PROVIDE sponsorship to North West Recycling by funding 50% contribution towards procurement of 5,000 blue 80L mobile bins at a cost of \$98k and 100% contribution for procurement of 100 cages at a cost of \$76k as per the North West Recycling proposal.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to PROVIDE sponsorship to North West Recycling by funding 25% contribution towards procurement of 5,000 blue 80L mobile bins at a cost of \$49k and 100% contribution for procurement of 100 cages at a cost of \$76k.

Option 4

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT PROVIDE sponsorship to North West Recycling towards procurement of 5,000 blue 80L mobile bins or procurement of 100 cages.

**CONCLUSION**

The proposal to provide \$76k towards 100 cages aligns directly with the WA Government objectives for the Container Deposit Scheme and has potential to significantly increase the diversion of recyclable material from landfill and reduce littered containers whilst also raising awareness of recycling within the community.

The NWR proposal to offer a blue 80L bin to households and businesses for redeemable containers is a proactive approach aimed to increase participation in the Scheme. Officers however are concerned that the unintended consequence of implementing this initiative may lead to a significant reduction in volume of material placed in the existing recycling bins and increase future costs associated with kerbside recycling collection.

---

**OFFICER'S RECOMMENDATION**

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

1. PROVIDE sponsorship to North West Recycling by funding 100% contribution for procurement of 100 cages at a cost of \$76k; and
2. SUPPORT North West Recycling in the promotion of the Container Deposit Scheme within the City of Karratha.



## **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 August 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 Community Services update
- 14.3 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 July 2020.

**14.2 COMMUNITY SERVICES UPDATE**

**File No:** CS.23  
**Responsible Executive Officer:** Director Community Services  
**Reporting Author:** Director Community Services  
**Date of Report:** 4 August 2020  
**Applicant/Proponent:** Nil  
**Disclosure of Interest:** Nil  
**Attachment(s)** Youth Advisory Group Minutes 1 July 2020

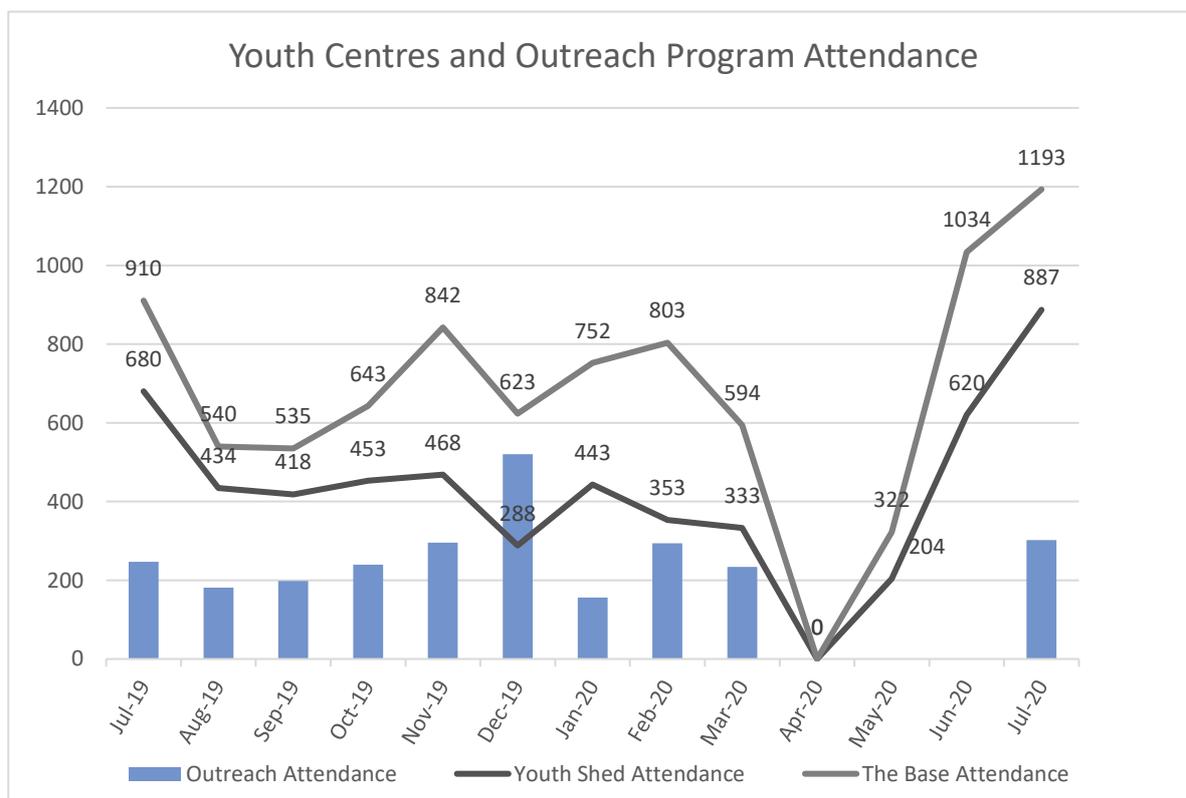
**PURPOSE**

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

**1. COMMUNITY PROGRAMS**

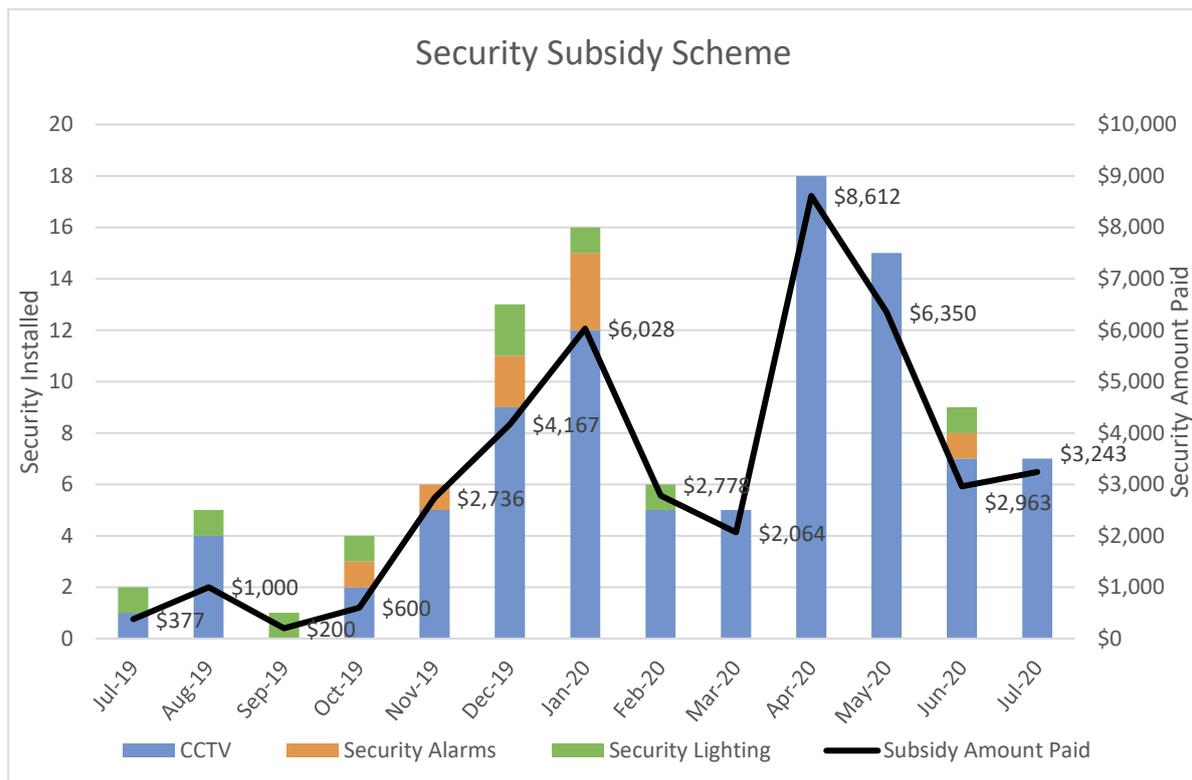
The Youth Advisory Group met on 1 July 2020. A copy of the minutes from the meeting are attached for Council’s information.

**1.1 Youth Services**

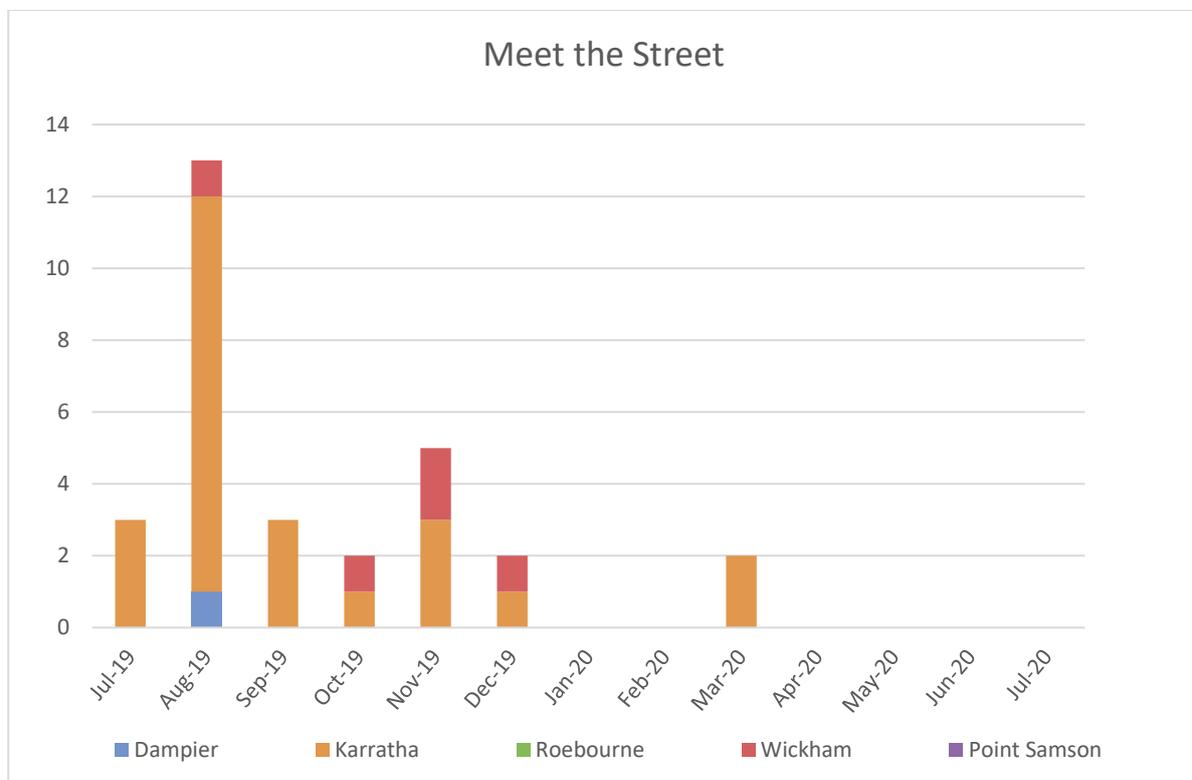


- July School Holiday programming attracted **1,605** visits from young people.

**1.3 Liveability**

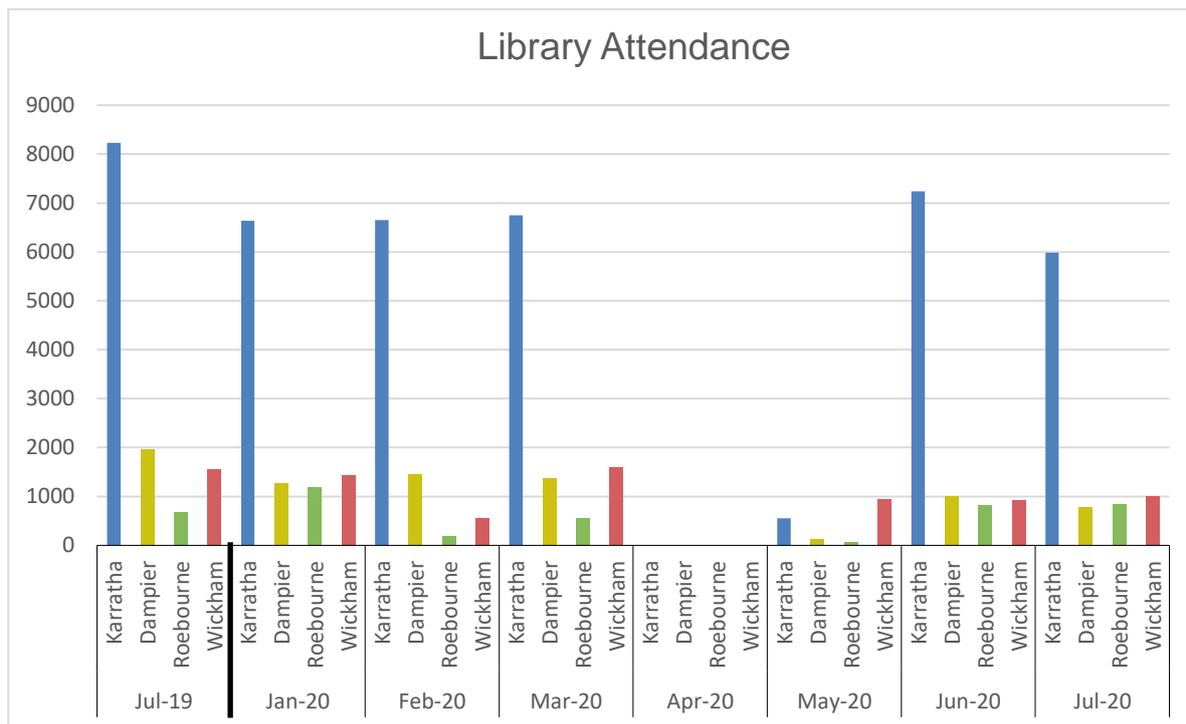


- Total subsidy paid in 2020/2021 is \$3,242, which translates to a spend of \$7,818 with local suppliers. Since inception of the program, total subsidy paid \$42,992 and total spend with local suppliers is \$156,269.



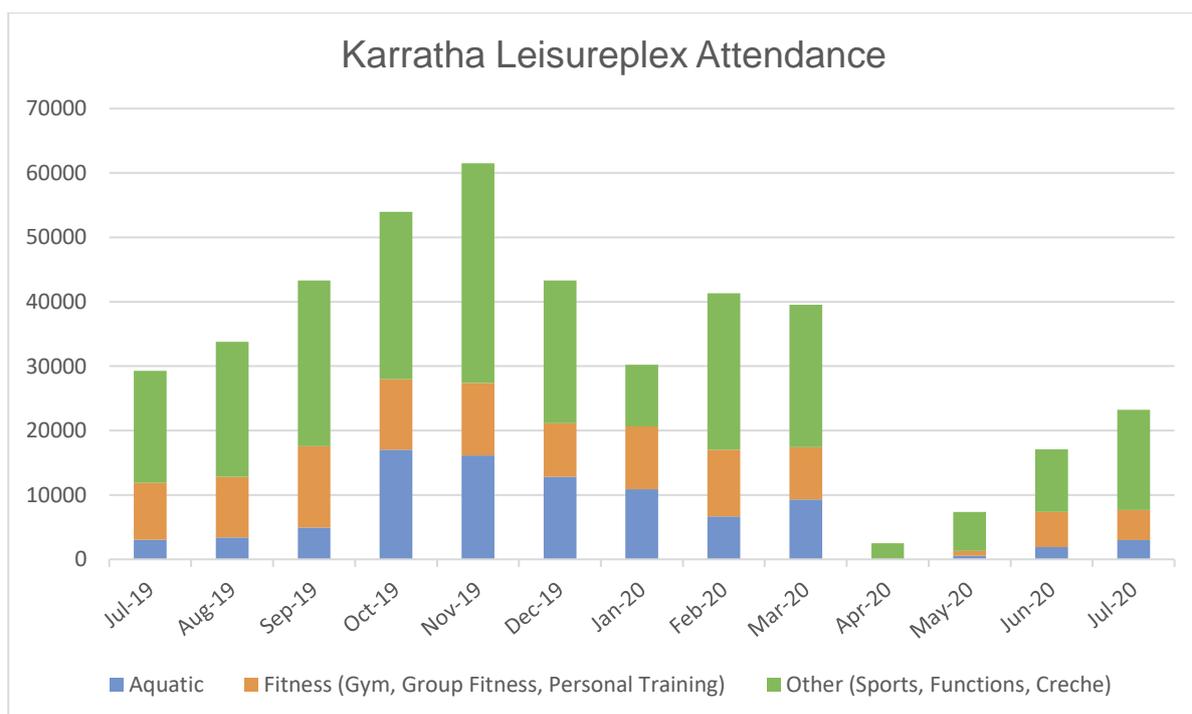
- No Meet the Street events held.
- 4 events schedules for August and 1 for September.

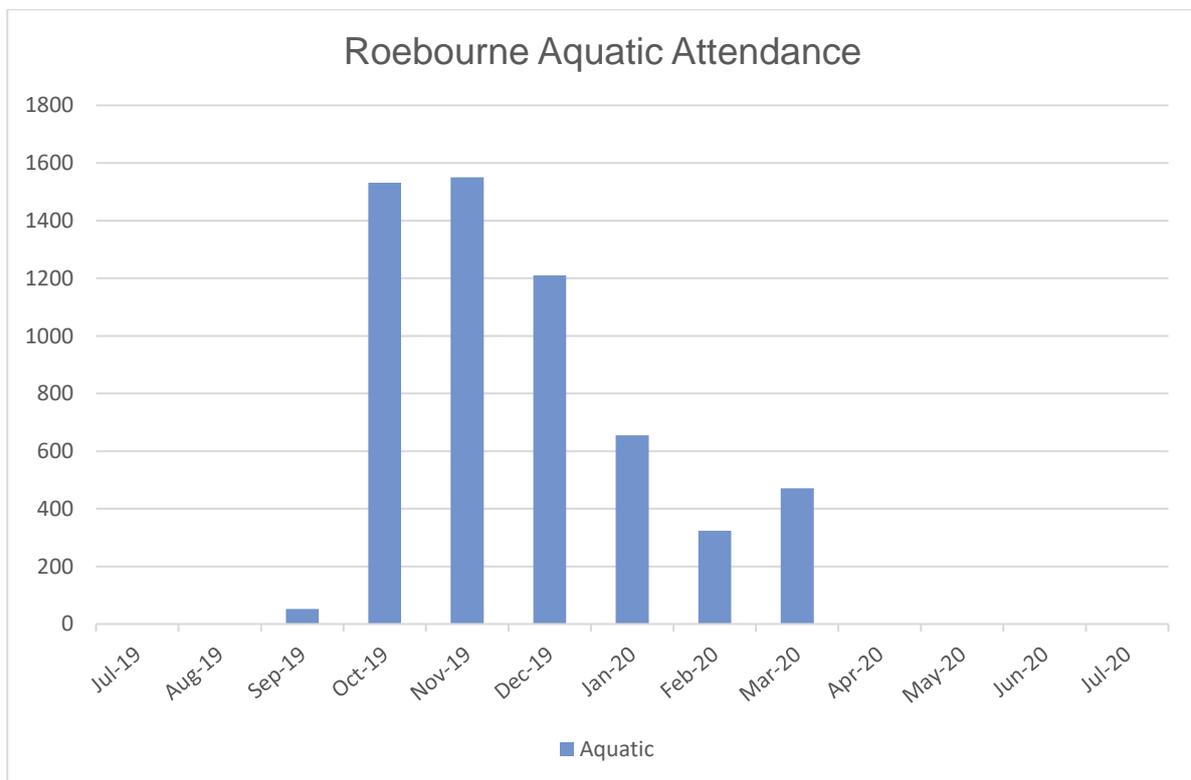
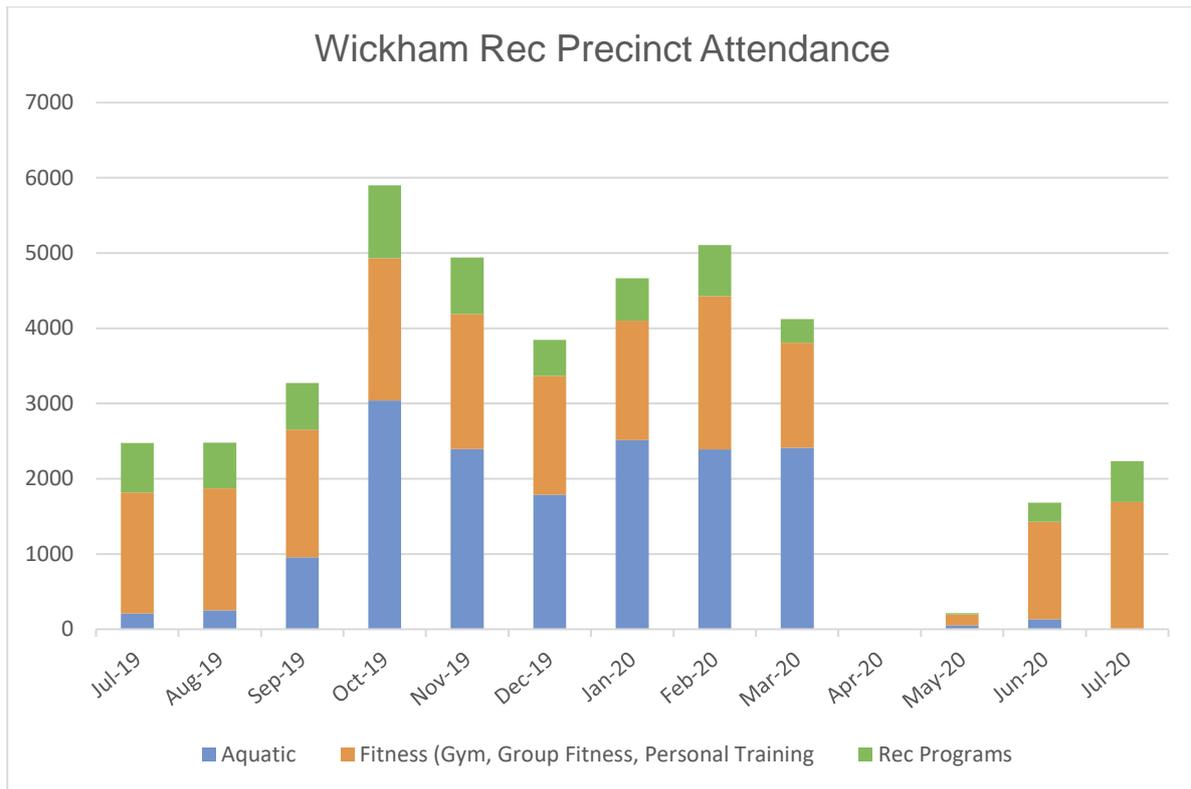
### 1.2 Library Services



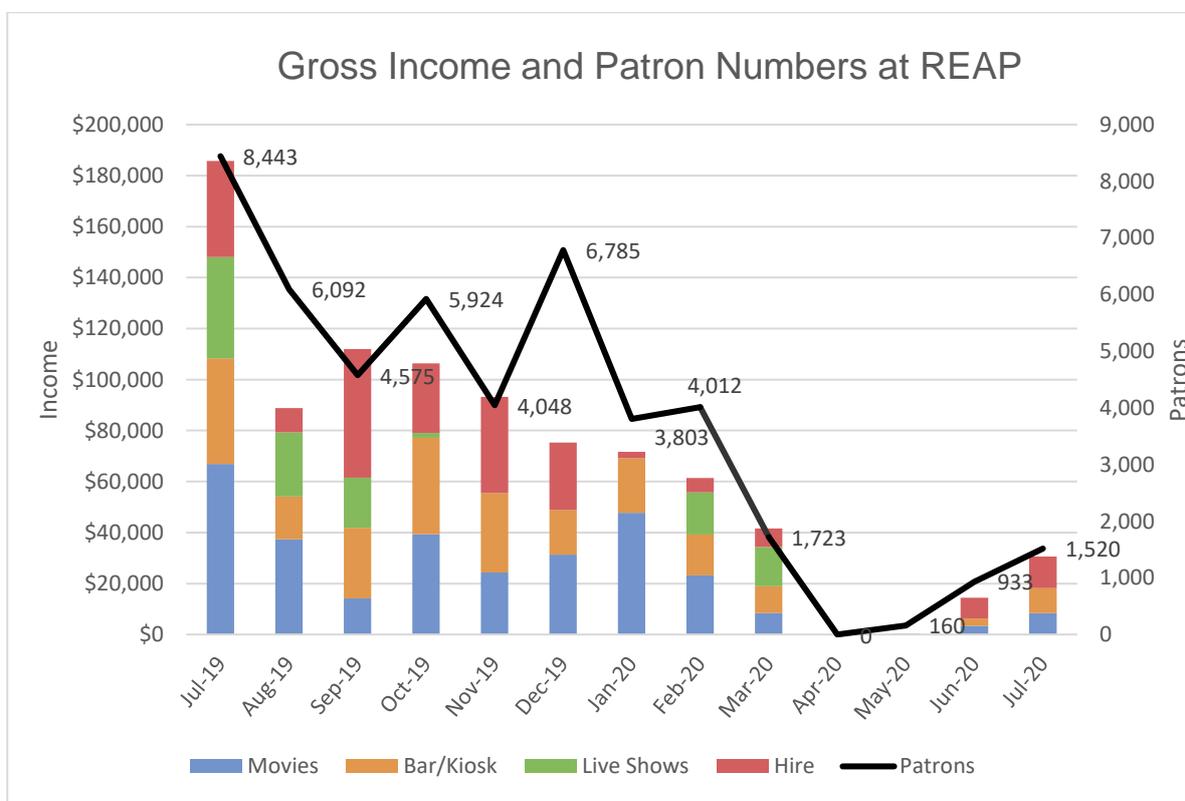
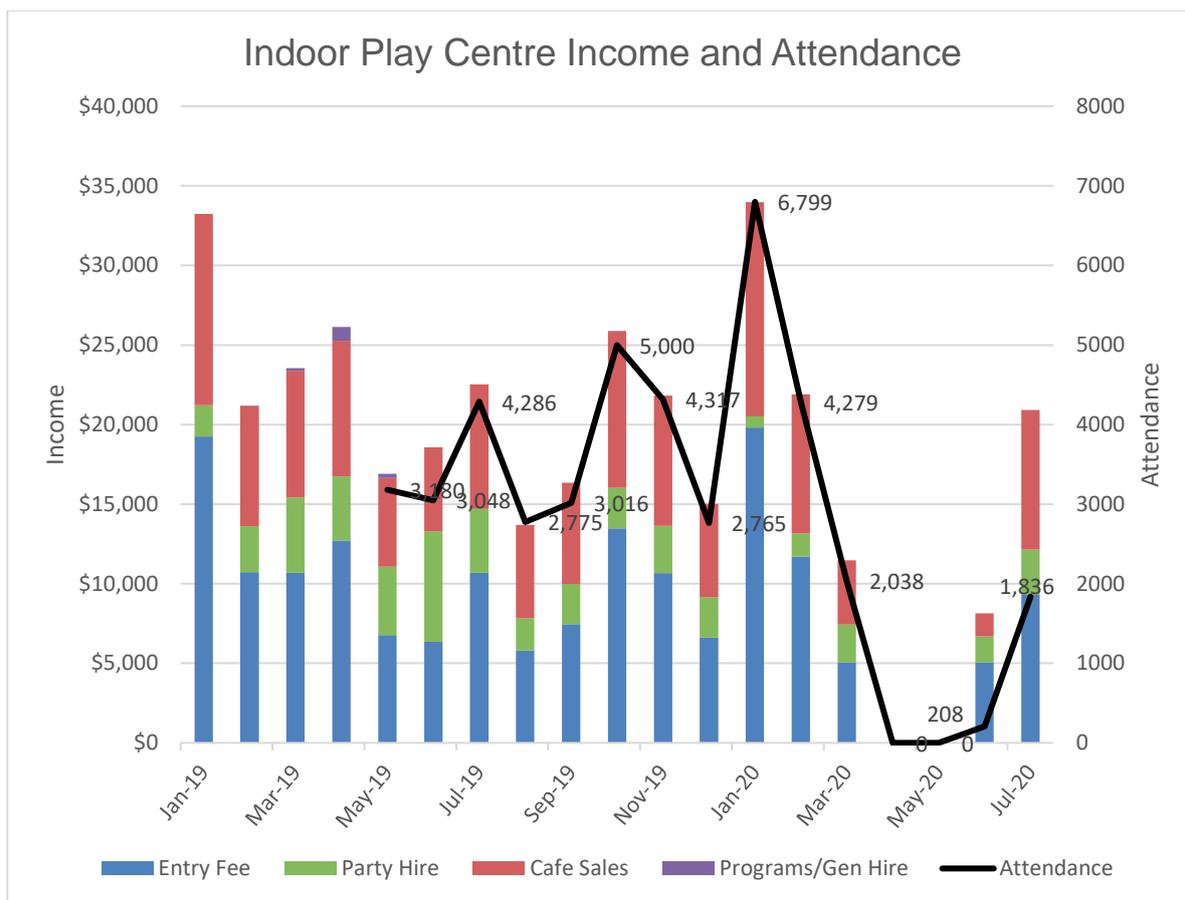
- School holiday period showed a significant drop in the number of visitors through the doors. Feedback from patrons has been that people chose to travel away during this period.
- The lower number of visitors directly impacted the number of computer users and number of items borrowed.
- **670** items were borrowed through the eResources platform.

### 2 COMMUNITY FACILITIES





- Roebourne Aquatic Centre closed for Winter



- **18** movies with a total patron attendance of **757**, averaging **42** patrons per movie.
- **13** Local venue hire bookings - Dance School Classes, Service Dinners (RIO), KDCCI Breakfast with Ben Wyatt and Citizenship Ceremony.



**14.3 DEVELOPMENT SERVICES UPDATE**

<b>File No:</b>	<b>LE.245; LE.288; GR.27; TA/1/1; ED.1</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Director Development Services</b>
<b>Date of Report:</b>	<b>27 July 2020</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

---

**PURPOSE**

To provide annual statistics from Development Services for the Council's information. The period reported on includes 29/06/2020 to 26/07/2020 (20 business days).

- Rangers continue to respond to community concerns about vehicles crossing drainage reserves, and to collect abandoned trolleys.
- The proactive approach taken by Rangers on abandoned trolleys has resulted in improvements in trolley collection practices by contractors, which has seen the high number of trolleys impounded start to decline. Meeting to be held with Shopping Centre about installing a trolley return station near the caravan car park.
- Rangers also managing dog and cat nuisances both in east and west zones, and have responded to community concerns about quad bikes driving through residential neighbourhoods by impounding offending vehicles.
- Environmental Health getting back on track with health related premise inspections
- Occupancy Permit issued for new Bay Village development
- Direction Notices Active:
 

	7	(KIE = 6)
- Within 65 day notice period	7	
- Expired and in Court process	0	
- Direction noticed complied	1	
- 156 businesses signed up for the City's COVID-19 Tranche 2 Try Local Cash initiative during July. The program will be rolled out during August and September.
- Significant number of visitors during July, with increased expenditure in the Karratha Tourist and Visitor Centre and increased visitors at Cleaverville and 40 Mile.

Rangers Statistics 2020								
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	YTD
<b>Inspections/reinspections/audits</b>								
Activities on City Properties	3	33	96	75	36	22	8	273
Abandoned vehicles	23	27	40	38	40	37	16	221
Animal (dogs/etc)	119	123	153	136	251	201	216	1199
Cats	32	27	22	25	65	92	80	343
Camping	0	2	5	9	6	15	13	50
Cyclone	1	54	2	1	3	3	2	66
Bushfire Hazard/Permit to burn	1	2	2	3	2	10	2	22
Litter	32	134	225	241	263	359	149	1403
Parking	29	155	143	36	97	164	73	697
Off Road Vehicles	9	25	23	24	15	11	10	117
Unslightly Properties	1	8	95	46	45	29	7	231
<b>Monthly total</b>	<b>250</b>	<b>590</b>	<b>806</b>	<b>634</b>	<b>823</b>	<b>943</b>	<b>576</b>	<b>4622</b>
<b>Infringements Issued</b>								
Bushfire	0	0	0	0	0	0	0	0
Activities on City Properties	0	33	87	50	69	104	24	367
Animal Environment & Nuisance	0	0	2	8	4	6	6	26
Animal (dogs/cats/etc)	8	22	22	14	25	14	27	132
Camping	0	0	0	0	0	0	0	0
Litter	1	1	0	1	0	4	2	9
Parking	20	52	51	25	29	61	23	261
<b>Monthly total</b>	<b>29</b>	<b>108</b>	<b>162</b>	<b>98</b>	<b>127</b>	<b>189</b>	<b>82</b>	<b>795</b>
<b>Infringements</b>								
Value of Infringements Paid (\$)	10678	10947	18815	20959	12918	14099	17293	105709
Infringements withdrawn	0	20	5	5	4	0	1	35
<b>Impounded Dogs</b>								
Central	13	17	11	6	17	15	7	86
East	10	4	1	6	14	3	16	54
West	15	15	22	8	9	23	14	106
<b>Monthly total</b>	<b>38</b>	<b>36</b>	<b>34</b>	<b>20</b>	<b>40</b>	<b>41</b>	<b>37</b>	<b>246</b>
Released to Owner	21	17	17	8	24	25	21	133
Rehomed to SAFE	8	7	10	2	5	7	7	46
In pound at present	1	6	6	7	6	7	8	41
Holding pending court cases	0	0	0	0	0	0	0	0
Deceased	0	0	0	0	0	0	1	1
Euthanised	8	6	1	3	5	2	0	25
<b>Monthly total</b>	<b>38</b>	<b>36</b>	<b>34</b>	<b>20</b>	<b>40</b>	<b>41</b>	<b>37</b>	<b>246</b>
<b>Impounded Cats</b>								
Central	10	3	12	2	14	13	10	64
East	24	2	1	2	10	26	15	80
West	3	4	10	2	6	12	4	41
<b>Monthly total</b>	<b>37</b>	<b>9</b>	<b>23</b>	<b>6</b>	<b>30</b>	<b>51</b>	<b>29</b>	<b>185</b>
Released to Owner	1	1	2	1	1	0	5	11
Rehomed to SAFE	20	2	4	1	15	18	8	68
In pound at present	1	1	0	0	0	6	0	8
Euthanised	15	5	17	3	14	27	16	97
Deceased	0	0	0	1	0	0	1	2
<b>Monthly total</b>	<b>37</b>	<b>9</b>	<b>23</b>	<b>6</b>	<b>30</b>	<b>51</b>	<b>30</b>	<b>186</b>
<b>Customer Requests</b>								
After hours (AH) calls received	82	59	61	54	61	78	53	448
AH calls requiring an immediate response	73	43	41	29	37	59	43	325
3 Dog Applications	0	0	0	1	0	1	0	2
<b>Monthly total</b>	<b>155</b>	<b>102</b>	<b>102</b>	<b>84</b>	<b>98</b>	<b>138</b>	<b>96</b>	<b>775</b>

Rangers Statistics 2019												
TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>Inspections/reinspections/audits</b>												
211	11	4	7	7	33	37	10	7	47	4	5	39
270	18	21	34	32	30	23	17	10	16	20	22	27
1893	91	123	160	161	153	161	292	178	145	129	130	170
524	41	42	51	47	39	49	47	28	40	61	39	40
107	1	1	0	6	14	25	37	8	13	1	1	0
79	3	0	43	19	2	2	0	0	5	3	2	0
85	1	0	1	3	6	3	2	3	5	46	4	11
659	73	80	58	57	67	47	33	18	38	36	66	86
1307	13	126	162	129	157	111	116	12	119	95	124	143
126	6	5	19	24	14	7	17	6	11	7	3	7
172	6	5	21	8	11	27	10	2	25	38	10	9
<b>5433</b>	<b>264</b>	<b>407</b>	<b>556</b>	<b>493</b>	<b>526</b>	<b>492</b>	<b>581</b>	<b>272</b>	<b>464</b>	<b>440</b>	<b>406</b>	<b>532</b>
<b>Infringements Issued</b>												
18	1	0	0	0	0	0	0	0	0	9	8	
14	0	0	1	0	4	0	3	0	0	0	0	6
13	6	0	2	1	1	0	0	1	0	0	1	1
201	6	9	12	15	12	19	34	25	13	12	15	29
3	0	0	0	0	0	1	0	1	1	0	0	0
35	6	1	4	4	7	1	4	1	1	2	2	2
432	9	38	38	31	43	28	33	6	78	37	41	50
<b>716</b>	<b>28</b>	<b>48</b>	<b>57</b>	<b>51</b>	<b>67</b>	<b>49</b>	<b>74</b>	<b>34</b>	<b>93</b>	<b>51</b>	<b>68</b>	<b>96</b>
<b>Infringements</b>												
128219	11254	9276	9981	9810	16921	9438	9667	7663	10410	13858	9724	10217
65	3	4	2	6	2	5	15	4	3	6	9	6
<b>Impounded Dogs</b>												
144	6	8	3	12	16	10	14	18	10	17	9	21
103	12	9	9	3	3	10	3	21	12	11	6	4
179	16	11	17	19	14	9	19	18	13	12	15	16
426	34	28	29	34	33	29	36	57	35	40	30	41
201	10	13	15	16	19	12	21	25	11	20	19	20
109	13	4	8	8	5	10	4	13	13	13	8	10
54	6	1	2	7	4	3	7	6	6	6	2	4
3	0	1	2	0	0	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0	1	0	1	0	0
58	5	9	2	3	5	4	4	13	5	0	1	7
<b>427</b>	<b>34</b>	<b>28</b>	<b>29</b>	<b>34</b>	<b>33</b>	<b>29</b>	<b>36</b>	<b>58</b>	<b>35</b>	<b>40</b>	<b>30</b>	<b>41</b>
<b>Impounded Cats</b>												
140	13	17	12	14	10	18	8	7	13	9	10	9
115	24	15	11	6	5	9	4	3	12	14	4	8
121	4	3	18	11	16	19	2	6	14	6	6	6
376	41	35	41	31	31	43	31	12	31	37	20	23
34	0	2	26	0	0	0	1	0	2	1	1	1
111	22	16	14	9	5	14	6	2	8	5	5	5
13	4	1	0	2	0	1	0	1	0	1	1	2
208	14	16	1	18	26	28	24	7	19	27	13	15
9	1	1	0	2	0	0	0	2	2	1	0	0
<b>375</b>	<b>41</b>	<b>36</b>	<b>41</b>	<b>31</b>	<b>31</b>	<b>43</b>	<b>31</b>	<b>12</b>	<b>31</b>	<b>35</b>	<b>20</b>	<b>23</b>
<b>Customer Requests</b>												

Environmental Health Statistics 2020									Environmental Health Statistics 2019												
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	YTD	TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>Inspections/reinspections/audits</b>									<b>Inspections/reinspections/audits</b>												
Food premises inspection/reinspection	3	1	19	10	22	21	20	96	182	6	15	15	10	40	18	23	22	17	3	4	9
Lodging house inspection	0	0	0	2	2	0	4	8	28	1	0	0	0	14	1	5	6	1	0	0	0
Camping/caravan park inspection	0	0	0	0	0	1	1	2	9	0	0	0	0	4	2	1	0	0	1	0	1
Public building inspection	0	0	0	0	1	2	6	9	41	0	0	1	0	8	10	4	11	7	0	0	0
Swimming pool inspection	0	0	0	0	0	1	3	4	17	0	0	0	0	0	0	0	0	0	0	0	17
Hairdressers inspection	0	1	0	0	3	0	0	4	9	0	2	0	0	0	0	0	0	2	0	1	4
Beauty therapy/skin penetration inspection	2	1	0	0	1	2	1	7	11	0	0	0	1	1	0	1	3	1	1	1	2
Septic tank inspections	0	0	0	0	0	1	0	1	18	1	1	1	4	0	0	2	2	4	3	0	0
Closed premises	9	2	1	0	0	0	0	12	45	6	10	0	3	2	1	3	3	3	5	0	9
<b>Monthly total</b>	<b>14</b>	<b>5</b>	<b>20</b>	<b>12</b>	<b>29</b>	<b>28</b>	<b>35</b>	<b>143</b>	<b>360</b>	<b>14</b>	<b>28</b>	<b>17</b>	<b>18</b>	<b>69</b>	<b>32</b>	<b>39</b>	<b>47</b>	<b>35</b>	<b>13</b>	<b>6</b>	<b>42</b>
<b>Health nuisances/complaints investigated</b>									<b>Health nuisances/complaints investigated</b>												
Air Quality	7	2	3	4	8	6	3	33	42	2	0	6	3	4	7	4	7	5	2	2	0
Building & Accommodation	0	9	3	4	3	4	3	26	23	4	1	1	2	0	0	4	4	2	1	3	1
Water & Waste Water	6	7	5	7	8	4	1	38	20	0	0	1	3	0	2	2	1	4	2	5	0
Food Safety	5	3	2	4	1	0	2	17	32	1	0	4	8	2	2	2	1	1	3	7	1
Noise Pollution	8	15	13	14	7	7	8	72	89	6	3	6	10	2	7	17	5	13	6	8	6
Public Health	5	7	17	14	8	10	7	68	72	4	6	3	11	5	2	3	7	17	4	8	2
Refuse & Litter	2	8	3	2	3	3	0	21	21	4	2	1	3	0	0	2	3	3	1	1	1
Skin Penetration	0	1	3	0	0	0	0	4	24	2	0	9	0	3	3	2	0	3	1	1	0
Stallholders & Traders	0	0	0	0	0	0	0	0	80	2	6	6	7	6	12	9	8	8	6	4	6
<b>Monthly total</b>	<b>33</b>	<b>52</b>	<b>49</b>	<b>49</b>	<b>38</b>	<b>34</b>	<b>24</b>	<b>279</b>	<b>403</b>	<b>25</b>	<b>18</b>	<b>37</b>	<b>47</b>	<b>22</b>	<b>35</b>	<b>45</b>	<b>36</b>	<b>56</b>	<b>26</b>	<b>39</b>	<b>17</b>
<b>Notifiable infectious diseases</b>									<b>Notifiable infectious diseases</b>												
Ross River Virus (RRV)	0	1	0	3	0	1	0	5	13	1	0	0	0	1	0	7	1	1	1	0	1
Barmah Forest Virus (BHV)	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Salmonellosis	5	2	2	1	0	1	2	13	45	1	1	26	4	2	1	1	0	0	6	3	0
Campylobacteriosis	2	1	1	2	1	2	1	10	30	1	1	1	2	6	1	0	1	0	4	6	7
Cryptosporidiosis	0	2	4	3	0	0	0	9	1	0	0	0	0	0	0	0	0	0	1	0	0
Other	1	1	0	3	6	1	2	14	10	2	0	1	0	1	0	1	2	0	0	1	2
<b>Monthly total</b>	<b>8</b>	<b>8</b>	<b>7</b>	<b>12</b>	<b>7</b>	<b>5</b>	<b>5</b>	<b>52</b>	<b>99</b>	<b>5</b>	<b>2</b>	<b>28</b>	<b>6</b>	<b>10</b>	<b>2</b>	<b>9</b>	<b>4</b>	<b>1</b>	<b>12</b>	<b>10</b>	<b>10</b>
<b>Other health</b>									<b>Other health</b>												
Assess development applications	1	6	8	6	12	17	8	58	145	4	6	12	18	16	7	20	9	19	12	10	12
Assess building applications	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Respond to swimming pool positive detections	0	0	1	0	1	0	0	2	9	2	0	2	4	1	0	0	0	0	0	0	0
Healthy dog day	0	0	1	0	1	0	0	2	5	0	1	0	0	1	0	0	2	0	0	1	0
Chicken bleeding	2	2	2	2	2	2	2	14	26	2	2	2	3	2	2	3	2	1	2	3	2
Infringements issued	0	0	0	0	0	0	1	1	1	0	0	0	0	0	1	0	0	0	0	0	0
Approvals & Compliance - applications & enquiries	7	10	14	15	30	28	26	130		-	-	-	-	-	-	-	-	-	-	-	-
<b>Monthly total</b>	<b>10</b>	<b>18</b>	<b>26</b>	<b>23</b>	<b>46</b>	<b>47</b>	<b>37</b>	<b>207</b>	<b>186</b>	<b>8</b>	<b>9</b>	<b>16</b>	<b>25</b>	<b>20</b>	<b>10</b>	<b>23</b>	<b>13</b>	<b>20</b>	<b>14</b>	<b>14</b>	<b>14</b>

Building Statistics 2020								
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	YTD
<b>Building Permits</b>								
Dwellings	1	0	0	0	1	1	0	3
Alterations and Additions	1	2	15	32	40	37	13	140
Swimming Pools and Spas	4	5	7	6	6	8	6	42
Outbuildings (inc. signs and shade)	13	17	22	27	37	61	25	202
Group Development	1	1	0	0	0	0	0	2
Number Sole Occpcy Units/GRP Development	0	0	0	0	0	0	0	0
Commercial	0	2	5	2	4	2	4	19
<b>Monthly total</b>	<b>20</b>	<b>27</b>	<b>49</b>	<b>67</b>	<b>88</b>	<b>109</b>	<b>48</b>	<b>408</b>
<b>Building Approval Certificates &amp; Demolition Certificates</b>								
<b>Demolition Permits</b>								
Demolition Permits	0	0	0	2	1	1	0	4
BAC's	0	0	2	0	1	0	2	5
BAC Strata	0	0	1	1	0	0	0	2
<b>Monthly total</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>11</b>
<b>Occupancy Permits</b>								
<b>Occupancy Permits</b>								
Occupancy Permits	0	0	3	1	1	4	1	10
OP Strata	0	1	0	0	0	0	0	1
OP Unauthorised	0	0	0	0	0	0	1	1
<b>Monthly total</b>	<b>0</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>2</b>	<b>12</b>
<b>Total \$'000 Construction Value</b>	<b>46208</b>	<b>6,801</b>	<b>2,785</b>	<b>5,610</b>	<b>10,145</b>	<b>6,458</b>	<b>4,821</b>	<b>82,828</b>
<b>Applications Processed for Other Councils</b>								
Shire Of Ashburton	1	1	2	1	0	0	0	5
Shire of Wyndham (East Kimberley)	0	1	0	0	0	0	0	1
Port Hedland	6	9	8	5	9	11	23	71
<b>Monthly total</b>	<b>7</b>	<b>11</b>	<b>10</b>	<b>6</b>	<b>9</b>	<b>11</b>	<b>23</b>	<b>77</b>
<b>Private Certifications Provided</b>								
<b>Certificate of Design Compliance</b>								
Certificate of Design Compliance	0	10	2	0	0	0	0	12
<b>Certificate of Building Compliance</b>								
Certificate of Building Compliance	0	3	1	0	0	0	0	4
<b>Certificate of Construction Compliance</b>								
Certificate of Construction Compliance	0	1	1	0	0	0	0	2
<b>Monthly total</b>	<b>0</b>	<b>14</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17</b>
<b>Total \$'000 Construction Value</b>	<b>0</b>	<b>233</b>	<b>490</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>723</b>
<b>Private Swimming Pool Inspections (1 every 4 years)</b>								
<b>Monthly total</b>	<b>26</b>	<b>35</b>	<b>50</b>	<b>32</b>	<b>71</b>	<b>13</b>	<b>56</b>	<b>283</b>

Building Statistics 2019												
TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>Building Permits</b>												
4	0	0	0	0	0	0	1	0	2	0	1	0
13	0	0	0	0	3	1	3	2	2	1	0	1
67	1	7	6	8	2	5	7	3	6	4	11	7
360	21	30	15	14	28	24	45	37	28	19	52	47
0	0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0	0
44	4	5	2	5	5	3	3	3	6	1	3	4
<b>488</b>	<b>26</b>	<b>42</b>	<b>23</b>	<b>27</b>	<b>38</b>	<b>33</b>	<b>59</b>	<b>45</b>	<b>44</b>	<b>25</b>	<b>67</b>	<b>59</b>
<b>Building Approval Certificates &amp; Demolition Certificates</b>												
<b>Demolition Permits</b>												
3	0	0	1	0	0	0	0	0	0	0	1	1
3	1	0	0	1	1	0	0	0	0	0	0	0
2	0	0	0	1	0	1	0	0	0	0	0	0
8	1	0	1	2	1	1	0	0	0	0	1	1
<b>Occupancy Permits</b>												
<b>Occupancy Permits</b>												
21	3	2	1	1	2	2	3	1	1	2	2	1
1	0	0	0	1	0	0	0	0	0	0	0	0
1	0	0	0	0	0	0	0	0	0	0	0	1
23	3	2	1	2	2	2	3	1	1	2	2	2
<b>179,636</b>	<b>8,073</b>	<b>6,564</b>	<b>1,126</b>	<b>6,927</b>	<b>6,434</b>	<b>13,308</b>	<b>5,250</b>	<b>1,204</b>	<b>96,574</b>	<b>14,142</b>	<b>17,756</b>	<b>2,278</b>
<b>Applications Processed for Other Councils</b>												
55	3	6	0	0	8	2	1	0	29	0	4	2
8	0	0	0	2	1	3	2	0	0	0	0	0
95	8	6	8	6	6	6	5	7	10	14	13	6
<b>158</b>	<b>11</b>	<b>12</b>	<b>8</b>	<b>8</b>	<b>15</b>	<b>11</b>	<b>8</b>	<b>7</b>	<b>39</b>	<b>14</b>	<b>17</b>	<b>8</b>
<b>Private Certifications Provided</b>												
<b>Certificate of Design Compliance</b>												
4	0	0	1	0	2	0	0	1	0	0	0	0
3	0	1	1	0	0	1	0	0	0	0	0	0
3	0	0	0	0	0	2	0	0	0	0	1	0
10	0	1	2	0	2	3	0	1	0	0	1	0
1337	0	7	403	0	927	0	0	0	0	0	0	0
<b>Private Swimming Pool Inspections (1 every 4 years)</b>												
<b>518</b>	<b>12</b>	<b>54</b>	<b>43</b>	<b>30</b>	<b>86</b>	<b>45</b>	<b>41</b>	<b>47</b>	<b>30</b>	<b>25</b>	<b>59</b>	<b>46</b>

Planning Statistics 2020									Planning Statistics 2019												
CATEGORIES	JAN	FEB	MAR	APR	MAY	JUN	JUL	YTD	TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>Lodgement</b>									<b>Lodgement</b>												
Development Applications	8	11	12	10	12	16	20	89	193	7	9	15	19	20	16	22	11	18	19	18	19
R-Codes Applications	6	5	6	1	4	4	7	33	94	4	2	10	7	7	5	13	6	12	11	12	5
Land Matters	9	7	7	4	10	10	6	53	149	11	10	12	30	10	8	12	5	13	7	12	19
Enforcement Matters	8	7	20	0	7	17	2	61	82	2	15	4	2	2	1	0	12	4	24	4	12
Scheme Amendments	1	0	0	0	0	0	0	1	3	0	0	2	0	0	1	0	0	0	0	0	0
<b>Monthly total</b>	<b>32</b>	<b>30</b>	<b>45</b>	<b>15</b>	<b>33</b>	<b>47</b>	<b>35</b>	<b>237</b>	<b>521</b>	<b>24</b>	<b>36</b>	<b>43</b>	<b>58</b>	<b>39</b>	<b>31</b>	<b>47</b>	<b>34</b>	<b>47</b>	<b>61</b>	<b>46</b>	<b>55</b>
<b>Processing</b>									<b>Processing</b>												
Average Number of Days (DA)	22	28	27	28	21	31	26	26	21	23	15	35	36	14	11	22	15	18	18	22	24
Application Fees	4641	7361	7680	10333	5854	6037	23057	64963	365948	2489	10663	36483	47873	12364	72050	21537	9716	88720	51408	5822	6823
Development Value \$'000	743	1050	1966	3075	2241	697	8706	18478	586545	475	100187	2600	656	25050	40948	86236	1652	126928	180921	10207	10685

<b>Karratha Tourism and Vistor Centre Statistics 2020</b>								
<b>CATEGORY</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>July</b>	<b>YTD</b>
Visitors to the Centre	446	320	336	0 - COVID	195	920	3215	<b>5432</b>
Sites booked 40 Mile online	N/A	N/A	N/A	0 - COVID	28	75	100	<b>203</b>
Sites paid in Cash 40 Mile	N/A	N/A	N/A	0-COVID	20	242	333	<b>595</b>
Sites booked Cleaverville online	N/A	N/A	N/A	0 - COVID	25	131	159	<b>315</b>
Sites paid in Cash Cleaverville	N/A	N/A	N/A	0 - COVID	24	183	247	<b>454</b>
<b>Monthly total</b>	<b>446</b>	<b>320</b>	<b>336</b>	<b>0</b>	<b>223</b>	<b>1551</b>	<b>4054</b>	<b>6545</b>
<b>Consignments</b>								
Number of local suppliers	15	15	15	0 - COVID	15	17	19	
<b>Revenue</b>								
KTVC Retail Sales	\$3,825	\$4,911	\$2,724	0 - COVID	\$ 961	\$ 9,897	\$14,029	<b>\$ 36,347</b>
Bookeasy Sales						\$ 4,052	\$31,911	<b>\$ 35,963</b>
Cleaverville (online booking)	N/A	N/A	N/A	0 - COVID	\$ 892	\$ 6,592	\$ 9,928	<b>\$ 17,412</b>
Cleaverville (cash payment to caretaker)	N/A	N/A	N/A	0 - COVID	\$ 808	\$ 9,684	\$13,620	<b>\$ 24,112</b>
40 Mile (online booking)	N/A	N/A	N/A	0 - COVID	\$ 892	\$ 4,392	\$ 6,760	<b>\$ 12,044</b>
40 Mile (cash payment to caretaker)	N/A	N/A	N/A	0 - COVID	\$2,548	\$17,357	\$19,812	<b>\$ 39,717</b>
<b>Monthly total</b>	<b>\$3,825</b>	<b>\$4,911</b>	<b>\$2,724</b>	<b>\$ -</b>	<b>\$6,101</b>	<b>\$51,974</b>	<b>\$96,060</b>	<b>\$165,595</b>

<b>TAKE YOUR BUSINESS ONLINE 2020/2021</b>					
<b>#</b>	<b>APPLICANT</b>	<b>STATUS</b>	<b>PROJECT COST</b>	<b>AMOUNT APPROVED</b>	<b>GRANT FOR THE PURPOSE OF:</b>
1	Bulla Baby	Approved	\$12,485.00	\$5,000.00	Online marketing strategy and implementation.
2	Playful Families	Approved	\$10,090.00	\$5,000.00	Online marketing strategy and implementation, including free resources and new podcast development.
3	6714 Skin	Approved	\$3,939.54	\$1969.77	Website development with informational videos and booking module.
4	Tender Relief	Approved	\$63,750.00	\$5,000.00	Develop online tender support with interactive & educational Website and App.
5	NYFL	Approved	\$10,120.00	\$5,000.00	Website development for Cossack Heritage Town and NYFL Commercial.
6	EMPIRE6714	Approved	\$4,400.00	\$2,200.00	Upgrading website to develop a catering/ ordering platform with opportunity to grow to include retail.
7	My Language Box	Approved	\$3,000.00	\$1,500.00	Upgrading website, raising brand awareness and product placement with commission based websites and a referral marketing model.
8	Cheeditha Energy	Processing			
9	Monokrome Kids	Approved	\$4,653.00	\$2,326.50	Website development and marketing activity.
<b>TOTAL:</b>			<b>\$112,438.00</b>	<b>\$27,996.50</b>	

PROJECTS LIST				
PROJECT	CONSULTANT	MOST RECENT ACTION	NEXT ACTION	STATUS
Local Planning Strategy	TBB RFF	City comments on DPLH suggested modifications referred to DPLH.	Final version of Strategy including all DPLH suggested modifications to be forwarded to City.	Within Tolerance
Mulataga Structure Plan	Roberts Day	City wrote to DPLH asking for WAPC to approve structure plan subject to Schedule of Modifications rather than modifying technical documents first, as requested by DPLH. DPLH has advised modifications to Traffic Impact Assessment required prior to further consideration of structure plan.	Determine acceptable approach to get prompt WAPC decision.	On Target
Scheme Amendment 51 (Nickol Bay Hospital)	Nil (internal)	Council adopted Scheme Amendment referred to WAPC for Minister's final approval consideration.	Minister's decision.	On Target
40 Mile FMP Implementation	Nil (internal)	BRIDA has undertaken weed management, native plantings and track closure works.	BRIDA to complete works.	Within Tolerance
Smoke Free Strategy	Nil (internal)	Work on project has recommenced.	Presentation to Councillors.	Attention Required
Stallholder and Street Trading Policy Review	Nil (internal)	Report prepared for Council consideration of submissions and draft revised policy for final adoption.	Council decision.	Within Tolerance
Environmental Sustainability Strategy	Nil (internal)	Copywriting process complete and sent to Communications to commence the document design phase.	Once design complete, send to Council +/- ESAG, then for public comment.	On Target
Local Biodiversity Strategy	Vicki Long and Associates	Final report submitted to State NRM to closeout contract.	Develop LB strategy once NRM confirm completion and Enviro Sustainability Strategy endorsed.	On Target
Renewable Hydrogen Study	Murdoch Uni / Hydrogen Soc. of Aus.	Draft final report received. Circulated to Directors and Mayor for comments.	Forward feedback to project team, then pay invoice once received. Prepare briefing for Council on recommendations.	On Target
Business Climate Scorecard	Catalyse	Scorecard presented to Business Breakfast and Council Briefing.	Work with local support agencies to address key areas identified in the scorecard as requiring attention.	On Target

PROJECTS LIST				
PROJECT	CONSULTANT	MOST RECENT ACTION	NEXT ACTION	STATUS
Victoria Hotel Activation (Ganalili Centre)	RFF	The City has rolled over the funding agreement for the second year.	Continue to contract manage and build partnership.	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
Business Engagement Project	Nil (internal)	Over 400 local business have been contacted via phone to understand the impacts of COVID19 and create awareness o government stimulus available.	Prepare report on findings from the project and recommend further actions.	Complete
Wanggalili Project (Native Yindjibarndi Plants)	Kings Park Botanical Gardens	Seedlings growing under supervision at City’s nursery. Contact made with Project lead (Yurra) and awaiting direction as plants cannot remain in pots forever.	Awaiting direction from Yurra and project team.	On Target
2021 State NRM Coastal and Marine Conference	Nil (internal)	Provided support to the State NRM with their application to host the State conference in Karratha in Sept 2021. Notified application was successful and likely to submit a MESAP application.	Awaiting formal notification. Provide assistance with MESAP application when required.	On Target
Power Governance	Nil (internal)	Internal workshops occurring. Developed a spreadsheet to track monthly consumption. Michelle South (Horizon Power) assisting. Audit of 60+ Horizon Power accounts has occurred. Rio Tinto accounts to be done.	Adjustments to billing to action. Continue working on the monitoring spreadsheet.	On Target
Water Efficiency Team & WWC Gold Status Application	Nil (internal)	Developing Water Efficiency Team to address water management and to prepare submission for Gold Status in the Water Corp’s Waterwise Council Program.	First meeting to occur in August.	On Target
Sustainable Procurement	Nil (internal)	Some progress from the Emerging Leaders Team, however will now run as a Sustainability Project.	Plan first meeting with Governance in early August and key stakeholders.	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**

**CONFIDENTIAL ATTACHMENTS TO 9.1 PROPOSED CITY HOUSING INVESTMENT PROGRAM**

**CONFIDENTIAL ATTACHMENT TO 9.2 COVID-19 SMALL BUSINESS SUPPORT INITIATIVES - TRANCHE 2 IMPLEMENTATION**

**CONFIDENTIAL ATTACHMENT TO ITEM 13.1 KARRATHA GOLF COURSE SUPERINTENDENT CONTRACT**

**CONFIDENTIAL ATTACHMENT TO ITEM 10.6 RFT 01-19/20 BROADBAND WIRELESS NETWORK UPGRADE – PHASE 2**

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



## **19 CLOSURE & DATE OF NEXT MEETING**

The meeting closed at \_\_\_\_\_.

The next meeting is to be held on Monday, 21 September 2020 at 5.30 pm at Council Chambers - Welcome Road, Karratha.