



## **ORDINARY COUNCIL MEETING**

# **AGENDA**

**NOTICE IS HEREBY GIVEN that an  
Ordinary Meeting of Council will be held  
in the Council Chambers, Welcome Road, Karratha,  
on Monday, 14 December 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.

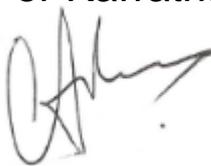
Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee Meeting does so at that persons or legal entity's own risk.

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.



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# **AGENDA**

## **1 OFFICIAL OPENING**

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

## **2 PUBLIC QUESTION TIME**

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

**Councillors:**

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

<b>Staff:</b>	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**

Presentation to Councillor Georgia Evans.

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

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**OFFICER'S RECOMMENDATION**

That the Minutes of the Ordinary Meeting of Council held on Monday, 16 November 2020, be confirmed as a true and correct record of proceedings.

## **8 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION**

02/11/2020	- State Council Meeting
04/11/2020	- Wickham Key Stakeholders meeting
06/11/2020	- Pilbara Waste Summit
06/11/2020	- KDCCI Business Excellence Awards
09/11/2020	- NAIDOC Week Flag Raising Ceremony
09/11/2020	- Meeting with CEO Project 412
09/11/2020	- 2020 Colours of our Country Exhibition
10/11/2020	- Safer Communities Partnership Meeting
10/11/2020	- Partnership Governance Committee Meeting
11/11/2020	- Remembrance Day Service
11/11/2020	- Meeting with Karratha Police
11/11/2020	- Youth Advisory Group meeting
12/11/2020	- Pilbara Universities Centre Planning Day
12/11/2020	- Regional Economic Development (RED) Grants Announcement
14/11/2020	- Mc Happy Day Service
14/11/2020	- Opening of the 2020 NAIDOC Community Concert
16/11/2020	- Yara Site tour & visit to Ngajarli with the WA Federal ALP Delegation
16/11/2020	- Ordinary Council Meeting
16/11/2020	- CME WA Federal ALP Pilbara Region Stakeholder Dinner
17/11/2020	- CRCNA Meeting
17/11/2020	- Regional Capitals Australia Annual General Meeting
17/11/2020	- Karratha Clontarf Academy Awards Night
19/11/2020	- Coastal Community Environment Forum
19/11/2020	- Official Opening of the Galley at Cossack
23/11/2020	- Developing Northern Australia Conference
24/11/2020	- Developing Northern Australia Conference
25/11/2020	- Developing Northern Australia Conference
25/11/2020	- CRCNA Board Meeting
27/11/2020	- Meeting with Karratha Resident
27/11/2020	- 2020 Annual Community Sports Awards
28/11/2020	- Official Opening of the Karratha Amateur Swimming Club, Hancock Prospecting Swimming Championships
30/11/2020	- Murujuga Rock Art Monitoring Program Meeting



## **9 EXECUTIVE SERVICES**



## 10 CORPORATE SERVICES

### 10.1 FINANCIAL STATEMENT FOR PERIOD ENDED 31 OCTOBER 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>23 November 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 31 October 2020.

#### BACKGROUND

The following table is a summary of the Financial Activity Statement Report compared to the Budget as at 31 October 2020:

2020/21	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	YTD Variance	Variance %	Impact on Surplus
Operating Revenue (incl. Rates)	107,935,497	107,935,497	64,651,287	69,044,860	4,393,573	6.8%	⬆️
Operating Expense	(100,281,437)	(100,331,437)	(36,578,181)	(30,878,102)	5,700,079	-15.6%	⬆️
Non Operating Revenue	23,666,113	23,666,113	5,461,103	1,437,606	(4,023,497)	-73.7%	⬇️
Non Operating Expense	(55,254,677)	(55,254,677)	(16,026,766)	(8,657,215)	7,369,551	-46.0%	⬆️
Non Cash Items Included	18,865,845	18,865,845	6,372,303	5,259,753	(1,112,550)	-17.5%	
Restricted Surplus BFWD 19/20	452,483	452,483	452,483	452,483	0	0.00%	
Unrestricted Surplus BFWD 19/20	5,048,682	5,048,682	5,048,682	5,048,682	0	0.00%	
Restricted Surplus CFWD	298,823	298,823	298,823	298,823	0	0.00%	
<b>Surplus/(Deficit) 20/21</b>	<b>133,683</b>	<b>83,683</b>	<b>29,082,088</b>	<b>41,409,244</b>	<b>12,327,156</b>		

This table shows a surplus position of \$41.4m, a positive variance of \$12.3m compared to the budgeted surplus position of \$29m, which reflects additional revenues and timing of transactions associated with cyclone claims, loans, COVID-19 grants and 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.

At its November meeting, Council resolved to adopt the November 2020 Budget Review. The amendments to budget adopted as part of this review are not reflected in this report, but will be reflected in the financial statements for the period ending 30 November presented at the January 2021 meeting of Council.

The following variances contribute significantly to the total YTD variance shown in the above table. Further detail on these variances is included later in this report in the variance commentary by Program for the Statement of Financial Activity.

<b>Operating Revenue</b>		
2,441,362	▲	Contribution from Pilbara Iron towards operational management of Wickham Recreation Precinct - invoiced earlier than anticipated
1,185,884	▲	Karratha Airport Revenue - Aviation and Recoverables - Higher number of flights and passengers post COVID-19 impact
859,938	▲	Interim & Back Rates – timing difference from projected opening of Bay Village addressed in November budget review
788,711	▲	KLP, REAP and Indoor Play Revenue - No income allocated for July to Sept due to COVID-19 budget conditions. However, facilities opened earlier than anticipated. Increase in revenue attributed to increasing volumes of admissions and venue hires.
609,545	▲	Industrial, commercial and contaminated disposal fees - volume of waste received higher than forecasted. Addressed in November budget review.
208,479	▲	Local Government Programs - Road Projects Grant - Variance due to Project delivery ahead of schedule
163,170	▲	Insurance reimbursement for truck and plant - addressed in November budget review
<b>6,644,363</b>	<b>▲</b>	<b>Positive Variance</b>
859,416	▼	Kevin Richards Memorial Oval - Transfer of Public Open Space Contribution funds from trust not yet required
540,000	▼	Contributions - Red Earth Arts Precinct - Milestone payment received in 2019/20. Cashflow adjusted at November budget review
432,940	▼	TC Damien Reimbursement from LGIS and DRFAWA - Timing of payment was uncertain at time of budget
373,411	▼	Roads & Streets - Government Grants and Roads to Recovery - Timing
385,000	▼	Contribution from Rio Tinto for The Base and Arts Development & Events - Funds due in January - Re-cashflowed in November budget review.
<b>2,590,767</b>	<b>▼</b>	<b>Negative Variance</b>
<b>4,053,596</b>	<b>▲</b>	<b>Net Positive Variance</b>
<b>Non Operating Revenue</b>		
3,451,827	▼	Tsf from Infrastructure Reserve - Loan to Dampier Shopping Centre delayed, timing of works completed for Andover, KRMO and Walgu Park redevelopment, Roundabout maintenance, Footpath program, 40 Mile Beach Access and Cinders Road.
388,980	▼	Tsf from Restricted Funds Reserve - Timing of works completed for Roebourne Gaol Precinct
172,272	▼	Proceeds from disposal of assets - Some plant disposals have been postponed due to COVID-19 delay in supply of replacement vehicles
<b>4,013,079</b>	<b>▼</b>	<b>Negative Variance</b>
<b>Operating Expenditure</b>		
1,022,067	▲	Community Grants - COVID-19 Response - Timing of grants processed against budget. Cashflow adjusted in November budget review.
833,327	▲	Landfill Operations - Refuse Site Maintenance - Variance is due to the timing of overhead cost allocation. No impact on budget bottom line
394,874	▲	Roebourne Heritage Precinct - Timing of works completed against budget - Cashflow adjusted in November budget review
336,562	▲	City Growth - Karratha Cash - COVID-19 Assistance - Variance is due to the rate of community uptake of the Try Local program.
333,365	▲	Karratha Airport - Power, Sanitation & Security - Timing of invoices processed against budget
323,297	▲	Town Beautification - Roundabout Maintenance - RFT awarded and works to start in April for optimum planting season
270,446	▲	Waste Collection - General, Recycling and Street Sweeping - Timing of works completed against budget
392,300	▲	Parks and Gardens - Landscaping and turf renovations program - Timing of works completed against budget

<b>Operating Expenditure</b>		
205,807	▲	Town Street Road Maintenance - Timing of asphalt works completed - Cashflow adjusted in November budget review
191,958	▲	Housing Investment Strategy deferred. Cashflow adjusted in November budget review
189,862	▲	Drainage Maintenance - Works completed. Cashflow adjusted in November budget review.
183,406	▲	Town Centre Maintenance and Traffic/Street Control - Variance due to staff being redirected to Cyclone works
177,450	▲	Cossack Art Awards - Final budget underspent. Cashflow adjusted in November budget review
162,949	▲	Street Tree Maintenance and Tree Planting - Timing of works completed - Project delivery moved to February due to plant procurement constraints
141,600	▲	Inter Regional Air Travel - Government funding for Aviair has been extended to March. Adjustments have been made at November budget review.
139,830	▲	REAP & WCH - Sanitation - Underspent in salaries, overheads and materials - addressed in November budget review
112,670	▲	Container deposit scheme sponsorship - Cages did not require entire budget allocation. Adjusted at November budget review.
124,659	▲	Community Engagement - Large Grants - Timing of grants processed against budget
109,000	▲	Loss on sale of plant - Awaiting 2019/20 audit finalisation before processing asset disposals
100,000	▲	Karratha Airport - Potential Security Payment to Airlines - Amount has been carried forward to next financial year in November budget review.
<b>5,745,429</b>	▲	<b>Positive Variance</b>
677,935	▼	Disaster Preparation & Recovery - Cyclone Damien - Actual costs higher than budget due to widespread damage
<b>677,935</b>	▼	<b>Negative Variance</b>
<b>5,067,494</b>	▲	<b>Net Positive Variance</b>

<b>Non Operating Expenditure</b>		
2,550,000	▲	Loan to Scope Property Group delayed. First disbursement of \$350k occurred in August
953,318	▲	Parks & Gardens - Andover Park and Nickol West Park Redevelopment - Timing of project delivery against budget - Cashflow has been adjusted in November budget review to reflect changes in project timeline
920,967	▲	Information Technology - Software & Hardware Initiatives - Point-to-point, CCTV, BMS, Admin alarm projects all underway, ERP tender evaluation in progress
847,415	▲	Roads and Streets - Timing of works completed against budget - Welcome Rd, Orkney Rd, Searipple Rd, Maitland Rd, Harding Way, Cossack St, Crane Circle, Stanbridge Rd, Millstream Rd, Bayview Rd
427,924	▲	Johns Creek Boat Ramp - Timing of works completed against budget - Cashflow adjusted in November budget review
375,680	▲	TC Capital Infrastructure - Parks & Gardens - Timing of works completed against budget - Cashflow adjusted in November budget review
325,827	▲	Foothpaths & Bike Paths Projects - Footpath Lighting Program, Bayview Rd Stage 6A, Renewal of Tambrey Rd footpaths, Cleaverville Rd to Andover Way to Cleaver Tce Footpath - Timing of project delivery/completion - Cashflow adjusted in November budget review to reflect changes in project timeline
283,181	▲	Hampton Oval - Delay with works - Project timeline and cashflow adjusted in November budget review
258,127	▲	2D Artwork at Walgu Park - Works completed later than anticipated
248,500	▲	Karratha Airport - Airside & Landscaping upgrade - Timing of project delivery against budget. Cash flow adjusted in November budget review to reflect changes in project timeline
211,000	▲	Ovals - Delay in procuring and supplying of electronic scoreboards for KRMO & Bulgarra. RFQ for various synthetic sport surface replacements to be completed by December. Addressed in November budget review
<b>7,401,939</b>	▲	<b>Positive Variance</b>
483,177	▼	Karratha Airport - Bayly Ave Road Works - Timing - Cashflow has been adjusted at November budget review in line with updated delivery dates

Non Operating Expenditure		
483,177	▼	Negative Variance
6,918,762	▲	Net Positive Variance

While the City is in a strong financial position, the impact of the COVID-19 pandemic has, and may continue to have an impact on the City’s short/medium term financial position.

**FINANCIAL MANAGEMENT SUMMARY**

**Local Government Financial Ratios**

Period End 31 October 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	10.6
<b>Asset Sustainability Ratio</b> Capital Renewal and Replacement Expenditure ÷ Depreciation	> 0.90	1.11	0.77
<b>Operating Surplus Ratio</b> Operating Surplus (excl. capital grants & contributions) ÷ Own Source Revenue	0 – 15%	1.3%	62.3%
<b>Own Source Revenue Ratio</b> Own Source Operating Revenue ÷ Operating Expenses	0.40 or above	0.82	1.92
<b>Debt Service Cover Ratio</b> Operating surplus before interest expense and depreciation ÷ Principal and interest Expense	> 2	54.3	162.4

**Statement of Financial Position**

	2020 October	2020 September	% change
<b>Current</b>			
<b>Assets</b>	112,840,731	118,902,247	-5.10%
<b>Liabilities</b>	9,683,511	13,629,357	-28.95%
<b>Non Current</b>			
<b>Assets</b>	710,414,582	710,895,799	-0.07%
<b>Liabilities</b>	14,494,246	14,494,246	0.00%
<b>Net Assets</b>	799,077,556	801,674,443	

Current Assets decreased by 5.10% from September to October, which was attributable to the collection of rates and other receivables. Current Liabilities decreased by 28.95% compared to September due to payment of trade and other payables. Non-Current Assets decreased slightly by 0.07% and was attributable to depreciation. There has been no change to Non-Current Liabilities from last month.

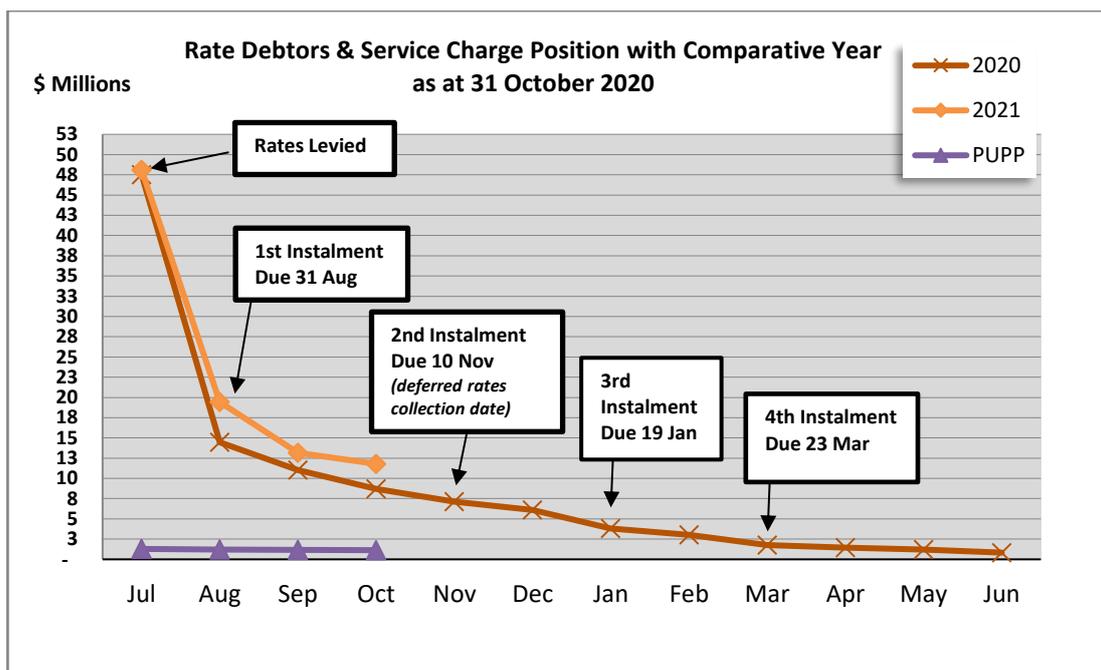
**Debtors Schedule**

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

**Debtors Schedule**

	2020 October	2020 September	Change %	% of Current Total
<b>Sundry Debtors</b>				
Current	7,208,771	6,204,997	16%	67.5%
> 40 Days	698,732	698,519	0%	6.5%
> 60 Days	282,141	221,907	27%	2.6%
> 90 Days	2,489,956	3,075,456	-19%	23.3%
<b>Total</b>	<b>10,679,600</b>	<b>10,200,879</b>	<b>5%</b>	<b>100%</b>
<b>Rates Debtors</b>				
<b>Total</b>	<b>11,788,121</b>	<b>13,170,324</b>	<b>-10%</b>	<b>100%</b>
<b>PUPP Debtors</b>				
<b>Total</b>	<b>1,135,305</b>	<b>1,171,151</b>	<b>-3%</b>	<b>100%</b>

A total of \$37m of rates (including ESL and waste charges) has been paid to end of October, representing a collection rate of 76% to date.

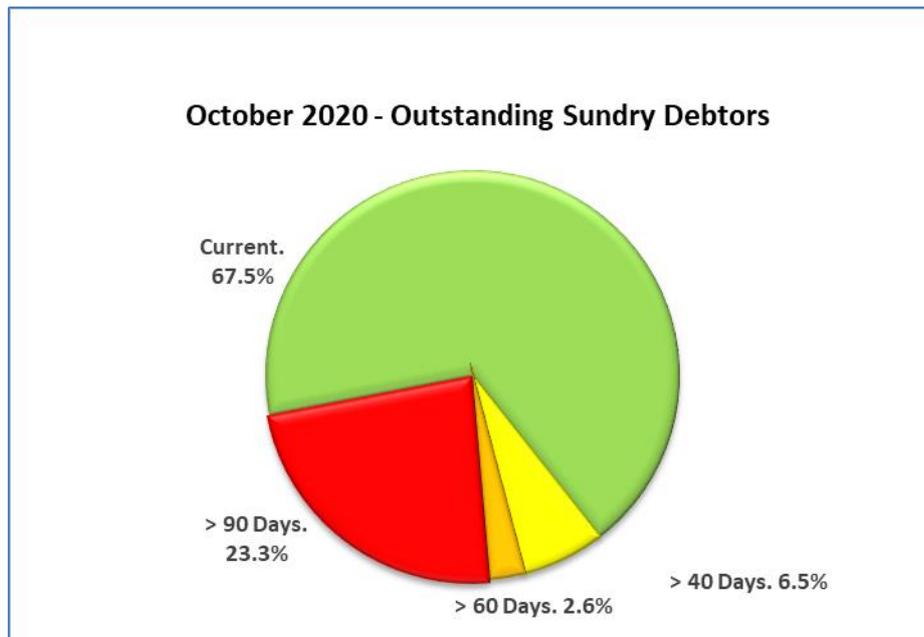


There was a decrease of 3% from September in the PUPP Debtors balance. PUPP payments have now been received on 99.68% of properties, and of those paid 98.25% have paid in full with 1.75% paying by instalments.

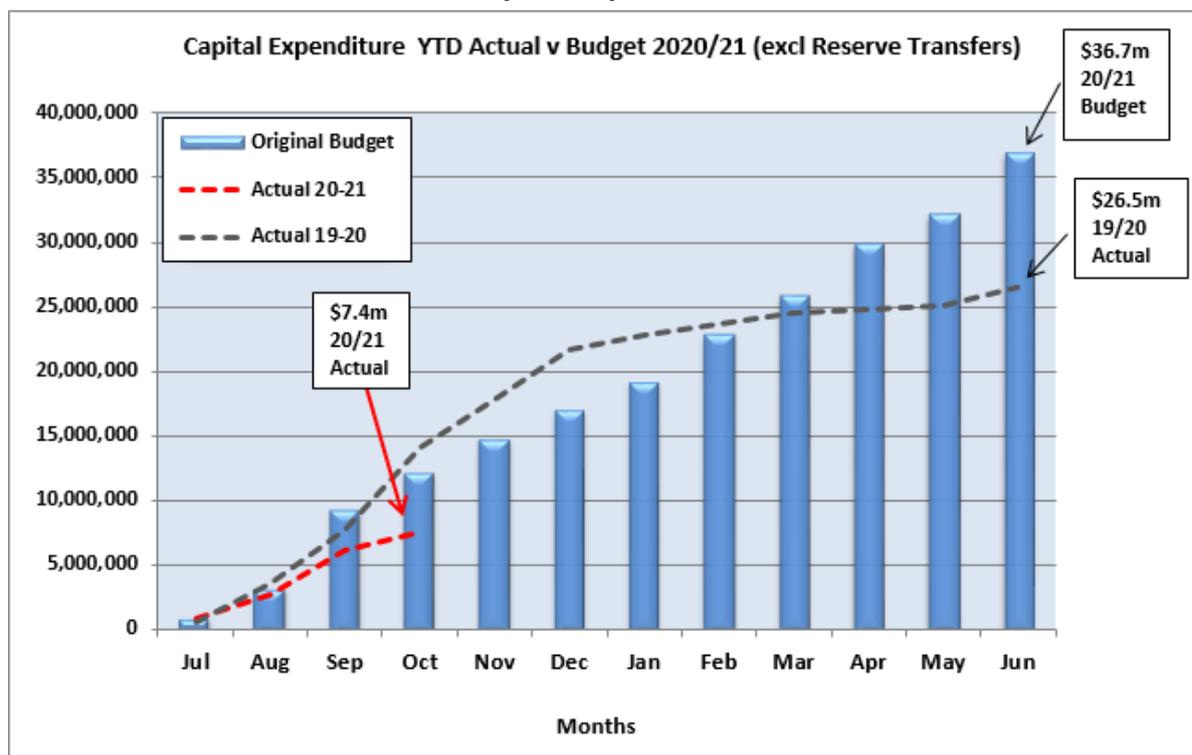
Collection of outstanding debts greater than 40 days is continuing in line with Council policy. The following table highlights outstanding balances for each ageing period for Trade Debtor balances in excess of \$5,000.

Code	Name	40 Days	60 Days	Over 90 Days	Comment
E001	Department Of Education	469,881.24	0.00	163,872.90	Relates to charges for joint use agreement of Karratha Leisureplex and Joint Use of Ovals. Reminder notice sent 11/11/20
R262	Rambla Pty Ltd	21,519.39	11,238.25	0.00	Weekly payment plan of \$5000 - up to date
K078	Karratha Sporting & Recreation Club Inc	8,580.93	1,444.24	8,089.93	Relates to Power Usage for October 2019 and March, April, May, June & August 2020 and Water Rates. Reminder notice sent 06/11/20
R071	Roebourne PCYC	1,966.33	1,662.48	1,461.90	Relates to electricity charges for June, July, August & September. Confirmation received payment will be made by 30 November 2020
O114	Orica Australia Pty Ltd	0.00	8,567.49	0.00	Relates to Waste charges July & August 2020. Finance officer liaising with debtor to have account settled by 30 November 2020
E092	Europcar (CLA Trading Pty Ltd)	0.00	5,614.43	0.00	Relates to rent for October 2020. Reminder notice sent 19/11/20
S509	Supercivil Pty Ltd	0.00	3,780.77	599,024.12	Relates to overcharge RFT 41 - 13/14 - Supplying and Laying of Asphalt. Dispute resolution process has commenced. Settlement offer made but no response received. Matter referred to formal arbitration.
A177	W.T.H Pty Limited (T/A Avis Australia)	0.00	1,053.12	156,424.75	Outstanding amount relates to annual car park lease reconciliation at Karratha Airport. Confirmation received 5/11/20 these will be settled by 30 November 2020
N204	Newslink Pty Ltd (LS Travel Retail)	0.00	0.00	68,090.69	Following OCM Oct 2020 decision, the remaining outstanding amount relates to balance of outgoings from previous years, officers are in the process of preparing a payment plan for approval, however Newslink have started making regular weekly payments of \$2500
G158	Gauci Jarrad	0.00	22.93	5,222.54	Relates to rent, electricity, clean up charges and interest dating back to 2013. Account has been lodged with CS Legal.
V026	Virgin Australia Airlines Pty Ltd	0.00	0.00	559,728.15	Voluntary Administration as of 20/04/2020. Payment of \$98,743.90 received on 24/07/20 for February & March security charges
O092	Otan Karratha Pty Ltd	0.00	0.00	336,443.00	Council resolved at the October 2019 OCM to accept the debtor's settlement offer. Deed of Settlement with Otan has been executed. First payment of \$406,505 received 2/10/2020. Next instalment due 31 December 2020.
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. Statement of claim and default judgement to be filed as contact with the defendant has been unable to be made.

The impact of the COVID-19 global pandemic has resulted in an increase in outstanding balances for amounts greater than 60 and 90 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 the COVID-19 Community Assistance Fund as well as lease fee deferrals and other initiatives.



### Capital Expenditure



Council’s current Capital Expenditure budget for 2020/21 is \$36.7m with the majority associated with major projects including Street & Roads Reseal Program, Karratha CBD Re-planting Program, Andover Park Redevelopment Project, Hampton Pavilion Re-roofing and Solar Panelling, Welcome Rd Redevelopment, Kevin Richards Oval Lighting and other infrastructure improvements. The following table shows capital expenditure is 38.9% below budget for the year to date.

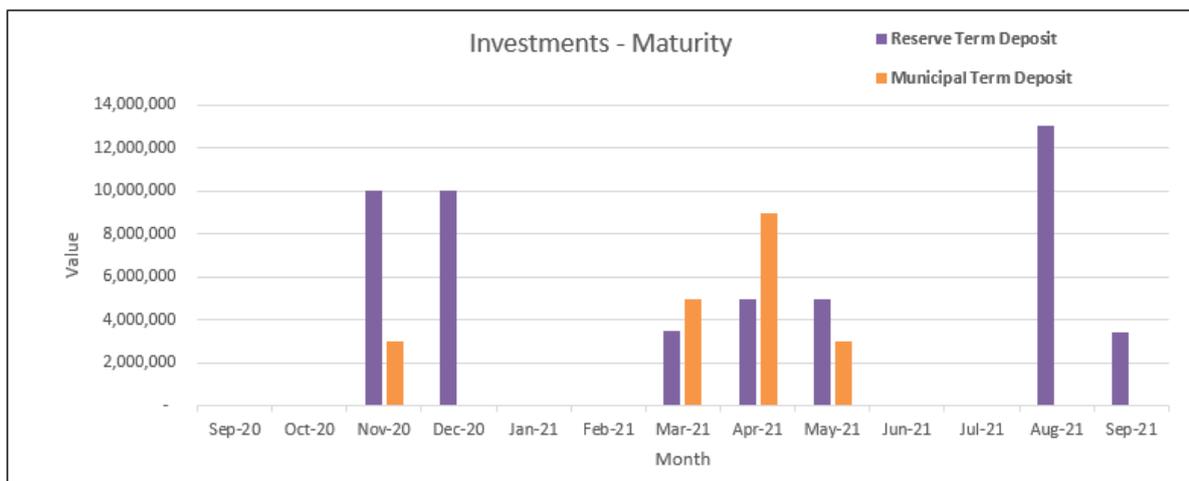
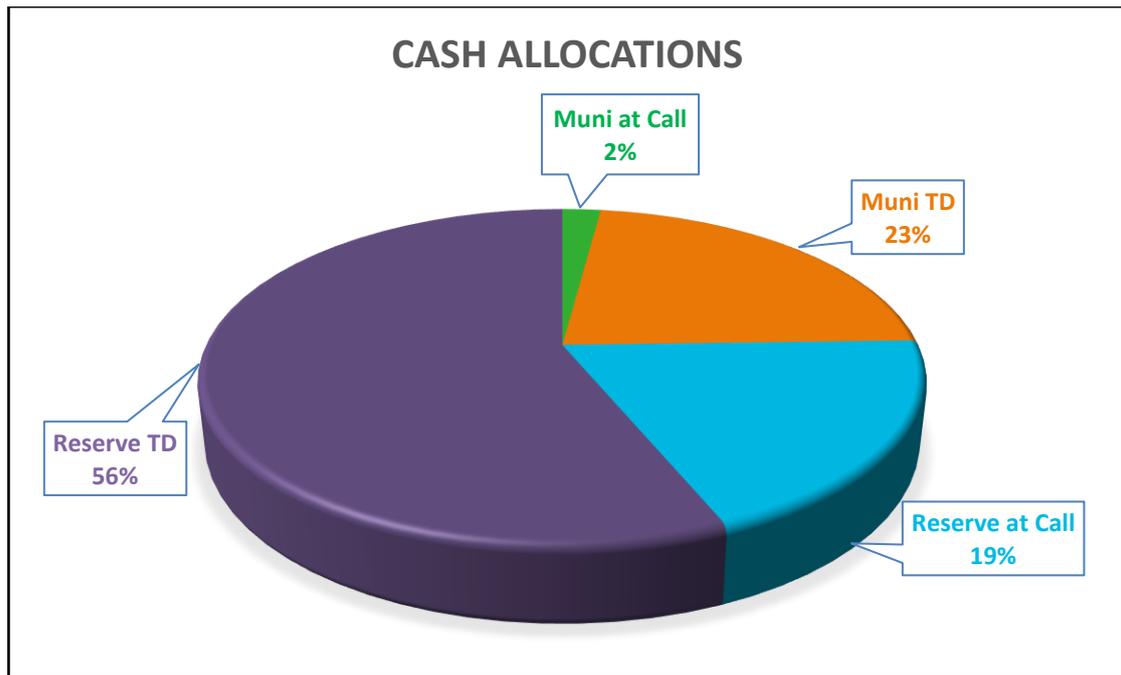
CAPITAL EXPENDITURE						
Asset Class	YTD			ANNUAL		
	YTD Budget	YTD Actual	Variance %	Annual Original Budget	Annual Amend Budget	% of Annual Budget
	31-Oct-20			30-Jun-21		
Land	0	0	0%	3,000,000	3,000,000	-100%
Artwork	273,377	38,250	-86%	663,349	663,349	6%
Buildings	709,630	260,272	-63%	2,277,630	2,277,630	11%
Equipment	833,045	603,407	-28%	2,658,045	2,658,045	23%
Furn & Equip	1,240,000	283,834	-77%	2,899,491	2,899,491	10%
Plant	2,231,159	2,174,051	-3%	4,374,159	4,374,159	50%
Infrastructure	6,943,156	4,109,888	-41%	20,926,361	20,926,361	20%
<b>Totals</b>	<b>12,230,367</b>	<b>7,469,702</b>	<b>-38.9%</b>	<b>36,799,035</b>	<b>36,799,035</b>	<b>20%</b>

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

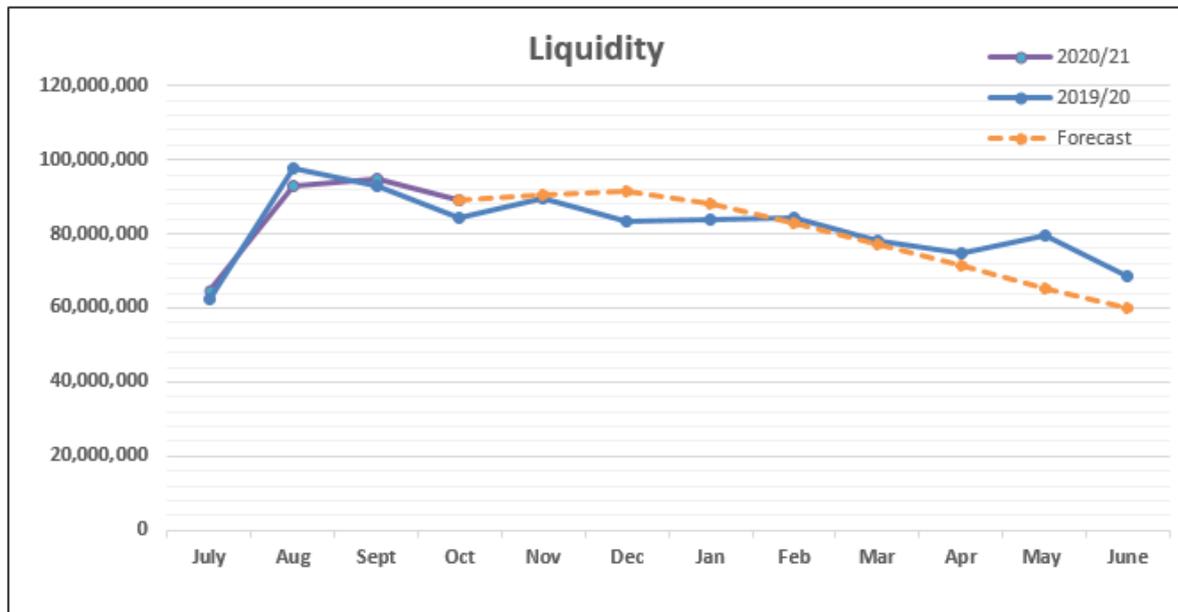
**Cash and Financial Investments**

The following table indicates the financial institutions where the City has investments as of 31 October 2020.

Institution	Accounts	Principal Investment \$	Balance 31 October 2020 \$	Interest %	Investment Term	Maturity
<b>RESERVE FUNDS</b>						
WBC	Business Premium Cash Reserve		17,113,280	0.85	At Call	
CUA	Reserve Term Deposit	3,500,000	3,539,008	1.80	12 months	Mar-21
WPAC	Reserve Term Deposit	10,000,000	10,032,375	1.01	4 months	Nov-20
WPAC	Reserve Term Deposit	10,000,000	10,032,375	1.01	5 months	Dec-20
WPAC	Reserve Term Deposit	5,000,000	5,010,630	0.97	8 months	Apr-21
WPAC	Reserve Term Deposit	5,000,000	5,010,630	0.97	9 months	May-21
ME	Reserve Term Deposit	3,000,000	3,006,995	1.15	12 months	Aug-21
ME	Reserve Term Deposit	2,000,000	2,004,600	1.15	12 months	Aug-21
ME	Reserve Term Deposit	1,000,000	1,001,953	1.15	12 months	Aug-21
ME	Reserve Term Deposit	3,000,000	3,005,860	1.15	12 months	Aug-21
ME	Reserve Term Deposit	3,400,000	3,406,213	1.15	12 months	Sep-21
BWEST	Reserve Term Deposit	4,000,000	4,006,016	0.90	12 months	Aug-21
<b>MUNICIPAL FUNDS</b>						
ANZ	Municipal Term Deposit	4,000,000	4,006,055	0.85	8 months	Apr-21
BWEST	Municipal Term Deposit	2,000,000	2,002,748	0.85	6 months	Mar-21
BWEST	Municipal Term Deposit	3,000,000	3,004,122	0.85	7 months	Mar-21
BWEST	Municipal Term Deposit	3,000,000	3,004,267	0.88	9 months	May-21
BWEST	Municipal Term Deposit	5,002,298	5,004,693	0.76	6 months	Apr-21
BWEST	Municipal Term Deposit	3,001,377	3,002,652	0.47	1 month	Nov-20
WBC	Municipal (Transactional)		1,816,827	0.10	At Call	
N/A	Cash on Hand		11,527			
<b>TOTAL</b>		<b>69,903,675</b>	<b>89,022,829</b>			
The balance of all Term Deposits includes interest accrued to 31 October 2020						



The RBA official cash rate (overnight money market interest rate) remained at 0.25% for October. Reserve funds held in the Westpac Business Premium Cash Reserve account are earning 0.85% in interest over balances of \$1m. The Municipal Funds held with Westpac Bank are earning 0.1% on the daily cash balance.



The liquidity graph for 2020/21 demonstrates a decrease in liquidity from September. This decrease in liquidity is attributable to the payment of trade and other payables.

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.

**Other Investments**

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 and capital expenditure on lift upgrades:

	Month End – October 2020 \$	Year to Date – October 2020 \$	Life to Date – October 2020 \$
Total Income Received	298,255	976,614	8,588,374
Total Expense Paid	(101,637)	(794,619)	(4,783,055)
<b>Net Income</b>	<b>196,617</b>	<b>181,994</b>	<b>3,805,319</b>
<b>Annualised ROI</b>	<b>11.8%</b>	<b>2.7%</b>	<b>5.7%</b>

Also as part of Council’s investment strategy, Council resolved at its May 2020 meeting to execute a loan agreement with Scope Property Group Pty Ltd for the acquisition and redevelopment of the Dampier Shopping Centre. This loan is to be funded utilising Reserve funds and borrowings from WATC (if required) and is to be for a maximum initial term of ten years. To date, no borrowings have been required. The following table provides a summary of this funding arrangement for the current financial year:

	<b>Month End – October 2020 \$</b>	<b>Year to Date – October 2020 \$</b>	<b>Life to Date – October 2020 \$</b>
Funded Amount	-	(350,000)	(350,000)
Interest Charges	2,333	2,487	2,487
<b>Remaining Loan Amount</b>	<b>3,750,000</b>	<b>3,750,000</b>	<b>3,750,000</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 October 2020 with a year to date budget surplus position of \$29,082,088 (comprising \$28,783,265 unrestricted surplus and \$298,823 restricted surplus) and a current surplus position of \$41,409,244 (comprising \$41,110,421 unrestricted surplus and \$298,823 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 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2020-2021 provided for this activity:

Our Programs/Services:	4.c.1.1	Management Accounting Services.
Our Projects/Actions:	4.c.1.1.19.1	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 31 October 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 31 October 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.

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**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 31 October 2020.**

**City of Karratha**  
**Statement of Comprehensive Income**  
 By Nature or Type  
 for the period ending 31 October 2020

	Original Budget	Amended Budget	Budget YTD	Actual YTD	Material Variance ≥10%	\$50,000 or more	2019/20
	\$	\$	\$	\$	%	\$	\$
<b>Revenue</b>							
Rates	43,374,241	43,374,241	43,074,202	44,076,935	-	1,002,733	40,488,172
Fees and Charges	37,545,656	37,545,656	11,474,076	14,710,272	28.20%	3,236,196	38,548,526
Operating Grants, Subsidies and							
Contributions	18,470,160	18,470,160	6,315,062	6,847,048	-	531,986	13,840,155
Service charges	0	0	0	0	-	-	861
Interest Earned	1,174,577	1,174,577	462,047	413,515	-10.50%	-	2,455,903
Proceeds/Realisation	-	-	-	301,928	-	301,928	-
All Other	765,673	765,673	300,847	1,432,229	376.07%	1,131,382	995,327
	101,330,307	101,330,307	61,626,234	67,781,927	-	6,204,225	96,328,944
<b>Expenses</b>							
Employee Costs	(35,425,142)	(35,425,142)	(12,239,328)	(11,808,747)	-	430,581	(35,315,195)
Materials and Contracts	(33,273,148)	(33,273,148)	(11,400,487)	(7,991,182)	-29.90%	3,409,305	(26,036,342)
Utilities (gas, electricity, water etc)	(6,475,307)	(6,475,307)	(1,943,059)	(1,631,260)	-16.05%	311,799	(5,824,123)
Interest Expenses	(5,994)	(5,994)	0	607	-	-	(9,919)
Depreciation	(18,594,262)	(18,594,262)	(6,263,465)	(5,702,307)	-	561,158	(17,692,578)
Insurance Expenses	(1,773,981)	(1,773,981)	(1,756,628)	(1,892,640)	-	(136,012)	(1,573,650)
Other Expenses	(4,460,820)	(4,510,820)	(2,865,176)	(1,852,573)	-35.34%	1,012,603	(2,726,957)
	(100,008,654)	(100,058,654)	(36,468,143)	(30,878,102)		5,589,434	(89,178,764)
	1,321,653	1,271,653	25,158,091	36,903,825			7,150,180
Non Operating Grants, Subsidies &							
Contributions	6,603,990	6,603,990	3,023,853	1,262,933	-58.23%	(1,760,920)	14,696,422
Profit on Asset Disposal	1,200	1,200	1,200	-	-100.00%	-	134,365
(Loss) on Asset Disposal	(272,783)	(272,783)	(110,038)	0	-100.00%	110,038	(1,674,523)
Asset Accounting Change Reg 17A	0	0	0	0	-	-	(290,670)
Fair value adjustments to financial assets at fair value through profit or loss	0	0	0	0	-	-	122,620
Fair value adjustments to investment property	0	0	0	0	-	-	1,745,200
(Loss) on revaluation of Furniture/Equipment	0	0	0	0	-	-	(20,173)
<b>Net Result</b>	7,654,060	7,604,060	28,073,106	38,166,758			21,863,421
<b>Other Comprehensive Income</b>							
<i>Items that will not be reclassified subsequently to profit or loss</i>							
Changes in asset revaluation surplus	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>7,654,060</b>	<b>7,604,060</b>	<b>28,073,106</b>	<b>38,166,758</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**

Revenues from Operations	Material Variance		Significant Items	
Fees and Charges	28.20%	3,236,196	1,185,884	▲ Karratha Airport Revenue - Aviation & Recoverables - Higher number of flights and passengers post COVID-19 impact
			788,711	▲ KLP, REAP and Indoor Play Revenue - No income allocated for July to Sept due to COVID-19 budget conditions. However, facilities opened earlier than anticipated. Increase in revenue attributed to increasing volumes of admissions and venue hires.
			609,545	▲ Industrial, commercial and contaminated disposal fees - volume of waste received higher than forecasted. Addressed in November budget review.
			115,418	▲ Lease revenue received from Optus and Telstra - no budget allocated - addressed in November budget review
			93,245	▲ Liquid disposal fees - Increased in volume of liquid waste received due to alternative disposal facility being at capacity. Addressed in November budget review.
			<b>2,792,804</b>	<b>▲ Positive Variance</b>
All Other Revenue	376.07%	1,131,382	800,000	▲ Insurance settlement proceeds from LGIS - TC Damien - Timing of payment was uncertain at time of budget
			163,170	▲ Insurance reimbursement - Increase due to total loss payout for hookbin truck
			64,619	▲ Ranger Services - Income greater than budget due to high number of infringements issued for abandoned shopping trolleys
			71,709	▲ LGIS Insurance Premium Scheme Membership Credit - Timing
			54,240	▲ Workers Compensation Claims from LGIS - No budget allocated - Addressed in November budget review
			<b>1,153,738</b>	<b>▲ Positive Variance</b>

Expenses from Operations	Material Variance		Significant Items	
Materials & Contracts	-29.90%	3,409,305	394,874	▲ Roebourne Heritage Precinct - Timing of works completed against budget - Cashflow adjusted in November budget review
			392,300	▲ Parks and Gardens - Landscaping and turf renovations program - Timing of works completed against budget
			323,297	▲ Town Beautification - Roundabout Maintenance - RFT awarded and works to start in April for optimum planting season
			270,446	▲ Waste Collection - General, Recycling and Street Sweeping - Timing of works completed against budget
			191,958	▲ Housing Investment Strategy deferred. Cashflow adjusted in November budget review
			180,204	▲ Karratha Airport - Sanitation & Security - Timing of invoices processed against budget
			177,450	▲ Cossack Art Awards - Final budget underspent. Cashflow adjusted in November budget review
			172,649	▲ Ovals & Hardcourts - Various minor variances relating to materials & contracts - Timing of works completed against budget
			167,073	▲ KLP & WRP - Operating & Maintenance Costs - Timing of works completed against budget
			162,949	▲ Street Tree Maintenance and Tree Planting - Timing of works completed - Project delivery moved to February due to plant procurement constraints
			141,600	▲ Inter Regional Air Travel - Government funding for Aviair has been extended to March. Adjustments have been made at November budget review.

Expenses from Operations	Material Variance		Significant Items	
			127,345	▲ Dampier Town Planning Project - Project delivery delayed due to alteration in project direction & final deliverable from Structure Plan to Masterplan.
			112,670	▲ Container deposit scheme sponsorship - Cages did not require entire budget allocation. Adjusted at November budget review.
			<b>2,814,815</b>	<b>▲ Positive Variance</b>
Utilities	-16.05%	311,799	226,507	▲ Karratha Airport - Power - Timing of invoices processed against budget
Other	-35.34%	1,012,603	1,022,067	▲ COVID-19 Response - Community Grants - Timing
			213,823	▲ City Growth - Karratha Cash - COVID-19 Assistance - Variance is due to the rate of community uptake of the Try Local program.
			124,659	▲ Community Engagement - Large Grants - Timing of grants processed against budget
			<b>1,360,549</b>	<b>▲ Positive Variance</b>
			(239,245)	▼ The Quarter Building - Operating, Management and Maintenance costs - Actual costs higher than average budgeted monthly expenditure due to 2020/21 Rates and Strata Levies being invoiced at the beginning of the year
			<b>(239,245)</b>	<b>▼ Negative Variance</b>
			<b>1,121,304</b>	<b>▲ Net Positive Variance</b>
Non-Operating Revenue	Material Variance		Significant Items	
Non Operating Grants & Contributions	-58.23%	(1,760,920)	208,479	▲ Local Government Programs - Road Projects Grant - Variance due to Project delivery ahead of schedule
			<b>208,479</b>	<b>▲ Positive Variance</b>
			(859,416)	▼ Kevin Richards Memorial Oval - Transfer of Public Open Space Contribution funds from trust not yet required
			(540,000)	▼ Contributions - Red Earth Arts Precinct - Milestone payment received in 2019/20. Cashflow adjusted at November budget review
			(373,411)	▼ Roads & Streets - Government Grants and Roads to Recovery - Timing
			(250,000)	▼ Grant funding from Lotterywest for Andover Park and KRMO - Re-cashflowed in November budget review
			<b>(2,022,827)</b>	<b>▼ Negative Variance</b>
			<b>(1,814,348)</b>	<b>▼ Net Negative Variance</b>
Non Operating Expense	Material Variance		Significant Items	
Loss on Asset Disposal	-100.00%	110,038	110,038	▼ Plant disposals unable to be processed prior to finalisation of 2019/20 audit

**City of Karratha****Statement of Financial Activity  
for the period ending 31 October 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	48,598,000	48,598,000	44,677,770	45,751,394	-	1,073,624	↑
Governance	1,092,924	1,092,924	1,039,358	1,072,182	-	-	
Law, Order And Public Safety	590,401	590,401	216,575	187,641	-13.36%	-	
Health	158,542	158,542	50,270	59,677	18.71%	-	
Education and Welfare	78,000	78,000	26,000	21,664	-16.68%	-	
Housing	997,756	997,756	338,878	363,555	-	-	
Community Amenities	10,463,981	10,463,981	5,707,824	6,405,641	12.23%	697,817	↑
Recreation And Culture	19,897,001	19,897,001	2,933,970	4,382,874	49.38%	1,448,904	↑
Transport	25,216,558	25,216,558	9,173,558	10,089,209	-	915,651	↑
Economic Services	543,350	543,350	314,100	338,692	-	-	
Other Property And Services	298,984	298,984	172,984	372,334	115.24%	199,350	↑
	107,935,497	107,935,497	64,651,287	69,044,860	-	4,335,346	
<b>Expenses (Applications)</b>							
General Purpose Funding	(1,465,341)	(1,465,341)	(543,255)	(949,685)	74.81%	(406,430)	↓
Governance	(3,491,541)	(3,491,541)	(2,265,949)	(986,015)	-56.49%	1,279,934	↑
Law, Order And Public Safety	(1,496,808)	(1,546,808)	(522,162)	(410,852)	-21.32%	111,310	↑
Health	(1,152,792)	(1,152,792)	(382,557)	(342,678)	-10.42%	-	
Education and Welfare	(178,845)	(178,845)	(70,214)	(63,328)	-	-	
Housing	(992,084)	(992,084)	(428,066)	(373,871)	-12.66%	54,195	↑
Community Amenities	(19,721,497)	(19,721,497)	(7,424,232)	(4,895,792)	-34.06%	2,528,440	↑
Recreation And Culture	(43,923,311)	(43,923,311)	(15,173,421)	(12,721,233)	-16.16%	2,452,188	↑
Transport	(25,501,532)	(25,501,532)	(8,953,578)	(8,552,880)	-	400,698	↑
Economic Services	(2,841,278)	(2,841,278)	(1,013,485)	(601,928)	-40.61%	411,557	↑
Other Property And Services	483,592	483,592	198,738	(979,840)	-593.03%	(1,178,578)	↓
	(100,281,437)	(100,331,437)	(36,578,181)	(30,878,102)	-15.58%	5,653,314	
<b>NON OPERATING</b>							
<b>Revenue</b>							
Proceeds From Disposal Of Assets	1,028,200	1,028,200	474,200	301,928	-36.33%	(172,272)	↓
Tsf From Infrastructure Reserve	11,477,919	11,477,919	4,119,903	668,076	-83.78%	(3,451,827)	↓
Tsf From Partnership Reserve	7,057,767	7,057,767	0	0	-	-	
Tsf From Waste Management Reserve	1,554,157	1,554,157	0	0	-	-	
Tsf From Community Development Reserve	452,400	452,400	20,000	0	-100.00%	-	
Tsf From Carry Forward Budget Reserve	152,853	152,853	22,000	0	-100.00%	-	
Tsf From Restricted Funds Reserve	1,370,000	1,370,000	825,000	436,020	-47.15%	(388,980)	↓
Tsf From Economic Development Reserve	487,297	487,297	0	0	-	-	
Proceeds from Self-supporting loans	85,520	85,520	0	31,582	-	-	
	23,666,113	23,666,113	5,461,103	1,437,606	-73.68%	(4,013,079)	
<b>Expenses</b>							
Purchase Of Assets - Land	(3,000,000)	(3,000,000)	0	0	-	-	
Purchase Of Assets - Artwork	(663,349)	(663,349)	(273,377)	(38,250)	-86.01%	235,127	↑
Purchase Of Assets - Buildings	(2,277,630)	(2,277,630)	(709,630)	(260,272)	-63.32%	449,358	↑
Purchase Of Assets - Equipment	(2,658,045)	(2,658,045)	(833,045)	(603,407)	-27.57%	229,638	↑
Purchase Of Assets - Furniture & Equipment	(2,899,491)	(2,899,491)	(1,240,000)	(283,834)	-77.11%	956,166	↑
Purchase Of Assets - Plant	(4,374,159)	(4,374,159)	(2,231,159)	(2,174,051)	-	57,108	↑
Purchase Of Assets - Infrastructure	(20,926,361)	(20,926,361)	(6,943,156)	(4,109,888)	-40.81%	2,833,268	↑
Purchase Land Held for Resale	(150,000)	(150,000)	0	0	-	-	
Purchase Investment Property	(125,100)	(125,100)	(125,100)	(70,080)	-43.98%	55,020	↑
Repayment of Debentures	(85,520)	(85,520)	0	0	-	-	
Advances to Community Groups	(3,246,000)	(3,246,000)	(2,900,000)	(350,000)	-87.93%	2,550,000	↑
Tsf To Aerodrome Reserve	(167,107)	(167,107)	(19,809)	(11,993)	-39.46%	-	
Tsf To Dampier Drainage Reserve	(116)	(116)	(38)	(40)	-	-	
Tsf To Plant Replacement Reserve	(1,362)	(1,362)	(450)	(2,939)	553.11%	-	
Tsf To Walkington Theatre Reserve	(348)	(348)	(115)	(121)	-	-	
Tsf To Workers Compensation Reserve	(4,125)	(4,125)	(1,364)	(1,421)	-	-	
Tsf To Infrastructure Reserve	(4,476,620)	(4,476,620)	(630,646)	(620,056)	-	-	
Tsf To Partnership Reserve	(9,910,308)	(9,910,308)	(23,259)	(30,357)	30.52%	-	
Tsf To Waste Management Reserve	(207,572)	(207,572)	(68,668)	(72,523)	-	-	
Tsf To Mosquito Control Reserve	(105)	(105)	(35)	(36)	-	-	
Tsf To Employee Entitlements Reserve	(53,631)	(53,631)	(17,742)	(18,394)	-	-	
Tsf To Community Development Reserve	(9,580)	(9,580)	(3,169)	(3,300)	-	-	
Tsf To Medical Services Assistance Package Reserve	(4,246)	(4,246)	(1,405)	(1,464)	-	-	
Tsf To Economic Development Reserve	(13,902)	(13,902)	(4,599)	(4,789)	-	-	
	(55,254,677)	(55,254,677)	(16,026,766)	(8,657,215)	-45.98%	7,365,685	

**City of Karratha**  
**Statement of Financial Activity**  
 for the period ending 31 October 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	18,594,262	18,594,262	6,263,465	5,702,307	-	(561,158)
Movement in Accrued Interest	-	-	-	(607)	-	-
Movement in Accrued Salaries & Wages	-	-	-	(441,947)	-	(441,947)
(Profit) / Loss On Disposal Of Assets	271,583	271,583	108,838	0	-100.00%	(108,838)
	<b>18,865,845</b>	<b>18,865,845</b>	<b>6,372,303</b>	<b>5,259,753</b>	<b>-</b>	<b>(1,112,550)</b>
<b>Restricted Surplus/(Deficit) B/Fwd 1 July</b>	<b>452,483</b>	<b>452,483</b>	<b>452,483</b>	<b>452,483</b>	<b>-</b>	<b>-</b>
<b>Unrestricted Surplus/(Deficit) B/Fwd 1 July</b>	<b>5,048,682</b>	<b>5,048,682</b>	<b>5,048,682</b>	<b>5,048,682</b>	<b>-</b>	<b>-</b>
<b>Restricted Surplus/(Deficit) C/Fwd</b>	<b>298,823</b>	<b>298,823</b>	<b>298,823</b>	<b>298,823</b>	<b>-</b>	<b>-</b>
<b>Surplus / (Deficit)</b>	<b>133,683</b>	<b>83,683</b>	<b>29,082,088</b>	<b>41,409,244</b>	<b>-</b>	<b>12,327,156</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
Community Amenities	12.23%	697,817	609,545	▲ Industrial, commercial and contaminated disposal fees - volume of waste received higher than forecasted. Addressed in November budget review.
			93,245	▲ Liquid disposal fees - Increased in volume of liquid waste received due to alternative disposal facility being at capacity. Addressed in November budget review.
			<b>702,791</b>	<b>▲ Positive Variance</b>
Recreation & Culture	49.38%	1,448,904	2,441,362	▲ Contribution from Pilbara Iron towards operational management of Wickham Recreation Precinct - received earlier than anticipated
			788,711	▲ KLP, REAP and Indoor Play Revenue - No income allocated for July to Sept due to COVID-19 budget conditions. However, facilities opened earlier than anticipated. Increase in revenue attributed to increasing volumes of admissions and venue hires.
			115,418	▲ Lease revenue received from Optus and Telstra - no budget allocated - addressed in November budget review
			<b>3,345,491</b>	<b>▲ Positive Variance</b>
			(859,416)	▼ Kevin Richards Memorial Oval - Transfer of Public Open Space Contribution funds from trust not yet required
			(540,000)	▼ Contributions - Red Earth Arts Precinct - Milestone payment received in 2019/20. Cashflow adjusted at November budget review
			(385,000)	▼ Contribution from Rio Tinto for The Base and Arts Development & Events - Funds due in January - Re-cashflowed in November budget review.
			(250,000)	▼ Grant funding from Lotterywest for Andover Park and KRMO - Timing - Re-cashflowed in November budget review
			<b>(2,034,416)</b>	<b>▼ Negative Variance</b>
			<b>1,311,075</b>	<b>▲ Net Positive Variance</b>
Other Property & Services	115.24%	199,350	71,709	▲ LGIS Insurance Premium Scheme Membership Credit - Timing
			54,240	▲ Workers Compensation Claims from LGIS - No budget allocated - Addressed in November budget review
			51,550	▲ Proceeds of Sale on Plant - Timing
			<b>177,499</b>	<b>▲ Positive Variance</b>

Non Operating Revenue	Material Variance			Significant Items
Proceeds from Disposal of Assets	-36.33%	(172,272)	(172,272)	▼ Some plant disposals have been postponed due to COVID-19 delay in supply of replacement vehicles - Timing
Tsf from Infrastructure Reserve	-83.78%	(3,451,827)	(3,451,827)	▼ Loan to Dampier Shopping Centre delayed, timing of works completed for Andover, KRMO and Walgu Park redevelopment, Roundabout maintenance, Footpath program, 40 Mile Beach Access and Cinders Road.
Tsf from Restricted Funds Reserve	-47.15%	(388,980)	(388,980)	▼ Timing of works completed for Roebourne Gaol Precinct

Expenses from Operations	Material Variance			Significant Items
General Purpose Funding	74.81%	(406,430)	(440,636)	▼ The Quarter Building - Operating, Management and Maintenance costs - Actual costs higher than average budgeted monthly expenditure due to 2020/21 Rates, Body Corporate Fees and Strata Levies being invoiced at the beginning of the year
Governance	-56.49%	1,279,934	1,022,067	▲ COVID-19 Response - Community Grants - Timing of grants being processed against budget
			191,958	▲ Housing Investment Strategy deferred. Cashflow adjusted in November budget review
			<b>1,214,025</b>	▲ <b>Positive Variance</b>
			(108,404)	▼ IT Software expenses - Subscription rate increases, timing of software licenses and increase of users due to COVID-19 initiatives/response
			<b>(108,404)</b>	▼ <b>Negative Variance</b>
			<b>1,105,621</b>	▲ <b>Net Positive Variance</b>
Law, Order & Public Safety	-21.32%	111,310	50,449	▲ Employment costs - Rangers to re-allocated - Timing of ABC allocation
Housing	-12.66%	54,195	54,195	▲ Staff Housing - Various minor variances - Timing of works completed against budget
Community Amenities	-34.06%	2,528,440	833,327	▲ Landfill Operations - Refuse Site Maintenance - Variance is due to the timing of overhead cost allocation. No impact on budget bottom line
			336,562	▲ City Growth - Karratha Cash - COVID-19 Assistance - Variance is due to the rate of community uptake of the Try Local program.
			270,446	▲ Waste Collection - General, Recycling and Street Sweeping - Timing of works completed against budget
			189,862	▲ Drainage Maintenance - Works completed. Cashflow adjusted in November budget review.
			141,600	▲ Inter Regional Air Travel - Government funding for Aviair has been extended to March. Adjustments have been made at November budget review.
			112,670	▲ Container deposit scheme sponsorship - Cages did not require entire budget allocation. Adjusted at November budget review.
			109,000	▲ Plant disposals unable to be processed prior to finalisation of 2019/20 audit
			58,282	▲ Place branding - Delayed start to campaign compared to years 1 & 2
			50,086	▲ Wickham Transfer Station Costs - Timing of works completed against budget
			<b>2,101,835</b>	▲ <b>Positive Variance</b>
Recreation & Culture	-16.16%	2,452,188	462,192	▲ Wickham Aquatic Pool Refurbishment - Timing of project delivery - Cashflow adjusted in November budget review in line with updated delivery dates
			394,874	▲ Roebourne Heritage Precinct - Timing of works completed against budget - Cashflow adjusted in November budget review
			177,450	▲ Cossack Art Awards - Final budget underspent. Cashflow adjusted in November budget review

Expenses from Operations	Material Variance		Significant Items	
			139,830	▲ REAP & WCH - Sanitation - Underspent in salaries, overheads and materials - addressed in November budget review
			127,345	▲ Dampier Town Planning Project - Project delivery delayed due to alteration in project direction & final deliverable from Structure Plan to Masterplan.
			124,659	▲ Community Engagement - Large Grants - Timing of grants processed against budget
			92,818	▲ Windy Ridge Oval - Delay of land transfer from Rio Tinto to the City
			84,294	▲ NAIDOC Week - Event pushed to November
			77,199	▲ Karratha Golf Course/Bowling Green Facility - Timing of works completed against budget
			69,551	▲ KLP Administration - Corporate overheads - Timing of ABC allocation
			64,459	▲ Parks & Gardens - Cattrall Park - Turf renovations program commencing in November
			55,000	▲ Parks & Gardens - Landscape Design & Tech Services - Masterplan Roebourne Town Centre being processed
			52,683	▲ REAP Program - Movie costs are not as high due to less new releases
			51,660	▲ Parks & Gardens - Dodd Court Park - Project delivery design in progress - Works commencing May/June 2021. Cashflow adjusted in November budget review
			51,164	▲ Parks & Gardens - City Centre landscaping - RFQ due to market by January 2021
			<b>2,025,178</b>	▲ <b>Positive Variance</b>
			(119,097)	▼ Arts Development - Programming has commenced earlier than budgeted
			<b>(119,097)</b>	▼ <b>Negative Variance</b>
			<b>1,906,081</b>	▲ <b>Net Positive Variance</b>
Economic Services	-40.61%	411,557	323,297	▲ Town Beautification - Roundabout Maintenance - RFT awarded and works to start in April for optimum planting season
Other Property & Services	-593.03%	(1,178,578)	(1,144,736)	▼ Employment costs less allocated to works - Timing of ABC allocation. However, these are noncash transactions and have no impact on the final year end result

**City of Karratha**  
**Net Current Funding Position**  
 for the period ending 31 October 2020

	Year to Date Actual	Brought Forward
Note	31/10/2020	1/07/2020
	\$	\$
<b>Current Assets</b>		
Cash and Cash Equivalents - Unrestricted	21,852,892	832,745
Cash and Cash Equivalents - Restricted - Reserves	67,169,937	67,506,600
Trade and Other Receivables	1 23,050,545	10,884,761
Inventories	767,357	488,469
Total Current Assets	<u>112,840,731</u>	<u>79,712,575</u>
<b>Current Liabilities</b>		
Trade and Other Payables	3,013,865	6,391,127
Current Portion of Long Term Borrowings	85,520	85,520
Contract Liabilities	1,965,518	2,134,876
Current Portion of Provisions	4,618,608	4,618,608
Total Current Liabilities	<u>9,683,511</u>	<u>13,230,131</u>
<b>Net Current Assets</b>	<u>103,157,219</u>	<u>66,482,444</u>
<b>Less</b>		
Cash and Cash Equivalents - Restricted - Reserves	(67,169,937)	(67,506,600)
Loan repayments from institutions	(31,582)	16,132
Movement in Accruals (Non Cash)	(442,554)	(441,947)
<b>Add back</b>		
Current Loan Liability	85,520	85,520
Cash Backed Employee Provisions	5,093,411	5,075,017
Current Provisions funded through salaries budget	717,167	(526,134)
<b>Net Current Asset Position</b>	<u><u>41,409,244</u></u>	<u><u>3,184,431</u></u>
1) Note Explanation:		
Rates Debtors	11,788,121	2,990,652
Trade & Other Receivables	11,262,424	7,894,109
Total Trade and Other Receivables	<u>23,050,545</u>	<u>10,884,761</u>

**City of Karratha**  
**Statement of Financial Position**  
**As at 31 October 2020**

	2020/21 \$	2019/20 \$
<b>Current Assets</b>		
Cash On Hand	11,527	12,045
Cash and Cash Equivalents - Unrestricted	21,841,365	820,700
Cash and Cash Equivalents - Restricted (Reserves)	67,169,937	67,506,600
Trade and Other Receivables	23,050,545	10,884,761
Inventories	767,357	488,469
<b>Total Current Assets</b>	<u>112,840,731</u>	<u>79,712,575</u>
<b>Non Current Assets</b>		
Trade and Other Receivables	215,822	215,822
Property, Plant and Equipment	252,923,200	250,848,730
Infrastructure	412,386,670	412,664,268
Intangible Assets	13,846,825	13,846,825
Investment Property	25,814,653	25,724,556
Inventories	93,370	488,358
Contract Assets	5,134,042	5,134,042
<b>Total Non Current Assets</b>	<u>710,414,582</u>	<u>708,922,600</u>
<b>Total Assets</b>	<u>823,255,313</u>	<u>788,635,175</u>
<b>Current Liabilities</b>		
Trade and Other Payables	3,013,865	6,391,127
Long Term Borrowings	85,520	85,520
Contract Liabilities	1,965,518	2,134,876
Provisions	4,618,608	4,618,608
<b>Total Current Liabilities</b>	<u>9,683,511</u>	<u>13,230,131</u>
<b>Non Current Liabilities</b>		
Long Term Borrowings	177,494	177,494
Contract Liabilities	12,847	12,847
Provisions	14,303,905	14,303,905
<b>Total Non Current Liabilities</b>	<u>14,494,246</u>	<u>14,494,246</u>
<b>Total Liabilities</b>	<u>24,177,757</u>	<u>27,724,377</u>
<b>Net Assets</b>	<u>799,077,556</u>	<u>760,910,798</u>
<b>Equity</b>		
Accumulated Surplus	495,886,369	457,382,948
Revaluation Surplus	236,021,247	236,021,247
Reserves	67,169,940	67,506,603
<b>Total Equity</b>	<u>799,077,556</u>	<u>760,910,798</u>

**City of Karratha**  
**Cash & Cash Equivalents**  
for the period ending 31 October 2020

	\$
<b>Unrestricted Cash</b>	
Cash On Hand	11,527
Westpac at call	1,816,827
Term deposits	20,024,538
	<u>21,852,892</u>
<b>Restricted Cash</b>	
Reserve Funds	67,169,937
Restricted Unspent Grants	0
	<u>67,169,937</u>
<b>Total Cash</b>	<u><u>89,022,829</u></u>

**City of Karratha**  
**Statement of Financial Activity By Divisions**  
 for the period ending 31 October 2020

	2020/21 Original Budget	2020/21 Amended Budget	2020/21 YTD Budget	2020/21 Actual to Date
	\$	\$	\$	\$
<b>EXECUTIVE SERVICES</b>				
Net (Cost) to Council for Members of Council	275,241	275,241	784,378	788,694
Net (Cost) to Council for Executive Admin	(899,932)	(899,932)	(435,015)	(228,811)
<b>TOTAL EXECUTIVE SERVICES</b>	<b>(624,691)</b>	<b>(624,691)</b>	<b>349,363</b>	<b>559,883</b>
<b>CORPORATE SERVICES</b>				
Net (Cost) to Council for Rates	43,802,174	43,802,174	43,327,835	44,251,810
Net (Cost) to Council for General Revenue	(2,241,325)	(2,241,325)	(1,373,635)	637,427
Net (Cost) to Council for Financial Services	(2,737,110)	(2,737,110)	(980,528)	(861,669)
Net (Cost) to Council for Corporate Services Admin	13,797,129	13,797,129	6,254,602	3,370,444
Net (Cost) to Council for Human Resources	(2,056,550)	(2,056,550)	(719,372)	(754,992)
Net (Cost) to Council for Governance & Organisational Strategy	(1,222,325)	(1,222,325)	(416,934)	(405,170)
Net (Cost) to Council for Information Services	(5,007,371)	(5,007,371)	(2,114,872)	(1,235,695)
Net (Cost) to Council for Television & Radio Services	(3,955)	(3,955)	(684)	(877)
Net (Cost) to Council for Staff Housing	(103,435)	(103,435)	(141,149)	(117,078)
Net (Cost) to Council for Public Affairs	(1,512,788)	(1,512,788)	(338,245)	(212,032)
<b>TOTAL CORPORATE SERVICES</b>	<b>42,714,444</b>	<b>42,714,444</b>	<b>43,497,018</b>	<b>44,672,168</b>
<b>COMMUNITY SERVICES</b>				
Net (Cost) to Council for Arts Development & Events	(3,057,232)	(3,057,232)	(1,315,888)	(1,164,924)
Net (Cost) to Council for Child Health Clinics	(30,466)	(30,466)	(7,866)	(9,286)
Net (Cost) to Council for Club Development	(73,070)	(73,070)	(59,919)	(36,049)
Net (Cost) to Council for Community Engagement	(936,790)	(936,790)	(274,565)	(265,252)
Net (Cost) to Council for Community Grants	(1,382,045)	(1,382,045)	(1,419,065)	(359,484)
Net (Cost) to Council for Community Programs	(255,761)	(255,761)	(65,299)	(16,862)
Net (Cost) to Council for Community Safety	(59,995)	(109,995)	32,280	(35,466)
Net (Cost) to Council for Dampier Community Hub	551,870	551,870	(146,912)	(109,817)
Net (Cost) to Council for Daycare Centres	(181,849)	(181,849)	(35,469)	(8,281)
Net (Cost) to Council for Indoor Play Centre	(185,907)	(185,907)	(207,934)	(12,732)
Net (Cost) to Council for Karratha Bowling & Golf	(708,427)	(708,427)	(237,176)	(153,802)
Net (Cost) to Council for Karratha Leisureplex	(5,221,659)	(5,221,659)	(2,403,768)	(1,360,145)
Net (Cost) to Council for Library Services	(1,694,035)	(1,694,035)	(606,142)	(580,873)
Net (Cost) to Council for Liveability	139,704	139,704	(216,169)	(298,447)
Net (Cost) to Council for Local History	(206,664)	(206,664)	(68,687)	(53,656)
Net (Cost) to Council for Other Buildings	(54,578)	(54,578)	(8,421)	86,450
Net (Cost) to Council for Ovals & Hardcourts	(2,627,307)	(2,627,307)	(551,754)	(754,103)
Net (Cost) to Council for Pam Buchanan Community Hub	(192,566)	(192,566)	(103,879)	(47,634)
Net (Cost) to Council for Partnerships	3,091,574	3,091,574	(50,855)	(22,450)
Net (Cost) to Council for Pavilions & Halls	(643,103)	(643,103)	(188,193)	(91,690)
Net (Cost) to Council for Red Earth Arts Precinct	(2,904,161)	(2,904,161)	(1,102,685)	(1,386,465)
Net (Cost) to Council for Roebourne Aquatic Centre	(329,347)	(329,347)	(154,023)	(124,656)
Net (Cost) to Council for The Base	(425,000)	(425,000)	(81,036)	(242,667)
Net (Cost) to Council for The Youth Shed	(1,388,122)	(1,388,122)	(404,006)	(392,221)
Net (Cost) to Council for Wickham Community Hub	(151,946)	(151,946)	(163,933)	(106,617)
Net (Cost) to Council for Wickham Recreation Precinct	(2,789,131)	(2,789,131)	(754,044)	1,429,675
Net (Cost) to Council for Youth Services	100,350	100,350	28,243	(16,289)
<b>TOTAL COMMUNITY SERVICES</b>	<b>(21,615,663)</b>	<b>(21,665,663)</b>	<b>(10,567,165)</b>	<b>(6,133,743)</b>

**City of Karratha**  
**Statement of Financial Activity by Divisions**  
for the period ending 31 October 2020

	2020/21 Original Budget \$	2020/21 Amended Budget \$	2020/21 YTD Budget \$	2020/21 Actual to Date \$
<b>DEVELOPMENT &amp; APPROVALS/COMPLIANCE</b>				
Net (Cost) to Council for Building Services	(249,977)	(249,977)	(56,305)	(6,346)
Net (Cost) to Council for Camping Grounds	80,267	80,267	79,296	103,077
Net (Cost) to Council for Cossack Operations	(237,105)	(237,105)	(100,047)	(154)
Net (Cost) to Council for Development Services	(12,500)	(12,500)	(3,522)	(5,770)
Net (Cost) to Council for Economic Development	(3,306,987)	(3,306,987)	(1,751,856)	(1,023,890)
Net (Cost) to Council for Emergency Services	(26,470)	(26,470)	(5,946)	(9,961)
Net (Cost) to Council for Health Services	(718,068)	(718,068)	(274,125)	(245,388)
Net (Cost) to Council for Karratha Tourism & Visitor Centre	(488,820)	(488,820)	(160,551)	(174,682)
Net (Cost) to Council for Ranger Services	(1,046,354)	(1,046,354)	(373,306)	(331,938)
Net (Cost) to Council for Approvals & Compliance	(114,000)	(114,000)	(40,000)	(3,347)
Net (Cost) to Council for Tourism/Visitors Centres	(261,500)	(261,500)	(110,000)	(75,533)
Net (Cost) to Council for Town Planning	(1,457,850)	(1,457,850)	(482,140)	(445,847)
<b>TOTAL DEVELOPMENT &amp; APPROVALS/COMPLIANCE</b>	<b>(7,839,364)</b>	<b>(7,839,364)</b>	<b>(3,278,502)</b>	<b>(2,219,779)</b>
<b>INFRASTRUCTURE SERVICES</b>				
Net (Cost) to Council for Beaches, Boat Ramps, Jetties	(1,504,206)	(1,504,206)	(972,161)	(309,660)
Net (Cost) to Council for Bus Shelters	(160,500)	(160,500)	(60,000)	0
Net (Cost) to Council for Cemeteries	(215,151)	(215,151)	(106,777)	(64,385)
Net (Cost) to Council for Depots	(987,138)	(987,138)	(349,493)	(323,169)
Net (Cost) to Council for Disaster Preparation & Recovery	(75,000)	(75,000)	(75,000)	(752,935)
Net (Cost) to Council for Drainage	(1,407,450)	(1,407,450)	(402,263)	(287,932)
Net (Cost) to Council for Effluent Re-Use Scheme	(25,640)	(25,640)	(10,404)	(9,058)
Net (Cost) to Council for Fleet & Plant	981,596	981,596	477,391	180,815
Net (Cost) to Council for Footpaths & Bike Paths	(734,072)	(734,072)	(253,204)	(611,054)
Net (Cost) to Council for Parks & Gardens	(7,505,163)	(7,505,163)	(3,708,453)	(1,472,708)
Net (Cost) to Council for Parks & Gardens Overheads	1,090,088	1,090,088	337,004	276,103
Net (Cost) to Council for Private Works & Reinstatements	0	0	0	(25,093)
Net (Cost) to Council for Public Services Overheads	(1,040,770)	(1,040,770)	(344,699)	43,914
Net (Cost) to Council for Public Toilets	(130,000)	(130,000)	0	0
Net (Cost) to Council for Roads & Streets	297,726	297,726	2,355,492	2,732,680
Net (Cost) to Council for Town Beautification	(1,736,950)	(1,736,950)	(775,621)	(555,334)
Net (Cost) to Council for Works Overheads	1,273,978	1,273,978	426,156	266,181
Net (Cost) to Council for Tech Services	(4,488,620)	(4,488,620)	(1,496,332)	(1,268,676)
Net (Cost) to Council for Tech Services Overheads	0	0	0	0
Net (Cost) to Council for SP & Infrastructure Services	(22,200)	(22,200)	(7,400)	(16,602)
<b>TOTAL INFRASTRUCTURE SERVICES</b>	<b>(16,389,472)</b>	<b>(16,389,472)</b>	<b>(4,965,764)</b>	<b>(2,196,913)</b>
<b>STRATEGIC BUSINESS PROJECTS</b>				
Net (Cost) to Council for Project Management	(1,239,130)	(1,239,130)	(422,906)	(146,833)
Net (Cost) to Council for Comm. Projects - Playgrounds	(250,000)	(250,000)	0	(22,661)
Net (Cost) to Council for Waste Collection	270,451	270,451	2,126,997	2,581,456
Net (Cost) to Council for Landfill Operations	(1,561,473)	(1,561,473)	(2,322,783)	(341,551)
Net (Cost) to Council for Waste Overheads	3,108,311	3,108,311	1,010,790	(175,580)
Net (Cost) to Council for Karratha Airport	(1,599,875)	(1,599,875)	(1,508,282)	84,980
Net (Cost) to Council for Other Airports	(42,197)	(42,197)	(39,020)	(11,972)
<b>TOTAL STRATEGIC BUSINESS PROJECTS</b>	<b>(1,313,913)</b>	<b>(1,313,913)</b>	<b>(1,155,204)</b>	<b>1,967,839</b>
<b>TOTAL DIVISIONS</b>	<b>(5,068,659)</b>	<b>(5,118,659)</b>	<b>23,879,746</b>	<b>36,649,456</b>

**City of Karratha**  
**Statement of Financial Activity by Divisions**  
 for the period ending 31 October 2020

	2020/21 Original Budget \$	2020/21 Amended Budget \$	2020/21 YTD Budget \$	2020/21 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	(607)
Movement in Accrued Salaries & Wages	0	0	0	(441,947)
Movement in Deferred Pensioner Rates	0	0	0	0
	0	0	0	(442,554)
<b>Restricted Surplus/(Deficit) B/Fwd 1 July</b>	452,483	452,483	452,483	452,483
<b>Unrestricted Surplus/(Deficit) B/Fwd 1 July</b>	5,048,682	5,048,682	5,048,682	5,048,682
<b>Restricted Surplus C/Fwd</b>	298,823	298,823	298,823	298,823
<b>Surplus / (Deficit)</b>	<b>133,683</b>	<b>83,683</b>	<b>29,082,088</b>	<b>41,409,244</b>

**10.2 LIST OF ACCOUNTS – 28 OCTOBER 2020 TO 17 NOVEMBER 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>11 December 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Nil</b>

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**PURPOSE**

To advise Council of payments made for the period from 28 October 2020 to 17 November 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 28 October 2020 to 17 November 2020 totalled \$5,769,537.17, which included the following payments:

- Tropical Pools – Wickham Aquatic Remediation Works, Claim #5 - \$427,323

- Yurra Pty Ltd – Andover Park Redevelopment – Progress Claim #4 - \$388,718
- Colgan Industries – Roebourne Gaol Precinct – Progress Claim #4 - \$315,750
- Colgan Industries – Roebourne Gaol Precinct – Progress Claim #5 - \$203,999

Consistent with CG-11 Regional Price Preference Policy, 31% 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 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2020-2021 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. EFT79425 to EFT79877 (Inclusive);
3. Cheque Voucher 78673 to 78674;

4. Cancelled Payments: EFT79435-79447, EFT79646-79651, EFT79677, EFT79703, EFT79722, EFT79746, EFT79747;
5. Direct Debits: DD39126.1 to DD39266.1;
6. Credit Card Payments: nil; and
7. Payroll Cheques \$868,301.82;
8. with the EXCEPTION OF (as listed)

### CONCLUSION

Payments for the period 28 October 2020 to 17 November 2020 totalled \$5,769,537.17. Payments have been approved by authorised officers in accordance with agreed delegations and policy frameworks.

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### OFFICER'S RECOMMENDATION

**That Council by SIMPLE Majority pursuant to Sections 6.7 and 6.9 of the *Local Government Act 1995* RESOLVES to ACCEPT payments totalling \$5,769,537.17 submitted and checked with vouchers, being made up of:**

1. Trust Vouchers: nil;
2. EFT79425 to EFT79877 (Inclusive);
3. Cheque Voucher 78673 to 78674;
4. Cancelled Payments: EFT79435-79447, EFT79646-79651, EFT79677, EFT79703, EFT79722, EFT79746, EFT79747;
5. Direct Debits: DD39126.1 to DD39266.1;
6. Credit Card Payments: nil; and
7. Payroll Cheques \$868,301.82.

Chq/EFT	Date	Name	Description	Amount
EFT79425	30.10.2020	Brida Pty Ltd	Cleaning Services - Easter Corridor - September 2020	70,542.71
EFT79426	30.10.2020	North West Tree Services	Post Cyclone Damien Tree Works - 16/09/20 to 30/09/20	58,905.56
EFT79427	30.10.2020	Solcomm Pty Ltd	IT - Broadband Wireless Network upgrade - Phase 2	64,526.44
EFT79428	30.10.2020	Cleanaway Pty Ltd	Waste Collections Aug 2020, Street/Carpark/Paths Sweeping - Sept 2020	157,949.12
EFT79429	30.10.2020	Telstra Corporation Ltd	Telephone Usage Charges	360.00
EFT79430	30.10.2020	Horizon Power	Electricity Usage Charges	3,814.69
EFT79431	30.10.2020	Water Corporation	Water Usage Charges	35,540.40
EFT79432	30.10.2020	Elgas Ltd	Annual Service Charges - Staff Housing	94.60
EFT79433	30.10.2020	Wesfarmers Kleenheat Gas Pty Ltd	Staff Housing - Cylinder Service Charges	85.80
EFT79434	30.10.2020	Optus Billing Services Pty Ltd	KLP Emergency Lift Phone Charges	19.99
EFT79435-79447	30.10.2020	Errors	System Error - Cancelled Payments	0.00
EFT79448	30.10.2020	Ausolar Pty Ltd	REAP - Replace 4 x LED Feature Lights, Building Maint Office - Install double GPO's, Staff Housing - Install Security Sensor Lights	22,388.90
EFT79449	30.10.2020	Atom Supply	Stock - Premix Concrete/Hand Cleaner/Tie Downs, HR Safety Boots, Plant Parts	1,933.69
EFT79450	30.10.2020	J Blackwood & Son Pty Limited	HR - Uniforms, Stock - Silicone Grease, Tow Ball, Lip Balm, Signage	821.83
EFT79451	30.10.2020	Onyx Group WA Pty Ltd	Catering for Council Briefing - 12/10/20	450.00
EFT79452	30.10.2020	Avdata Australia	KTA Airport - Monthly Data, Aug & Sept 2020	2,940.71
EFT79453	30.10.2020	Civica Pty Ltd	IT - Spydus Managed Services Fee - 1/12/20 to 30/11/21	40,467.90

Chq/EFT	Date	Name	Description	Amount
EFT79454	30.10.2020	GPC Asia Pacific Pty Ltd (NAPA t/as)	Plant - Cable Lug Assortment Kit 165pcs	192.50
EFT79455	30.10.2020	Australian Laboratory Services Pty Ltd ( ALS )	Kta Airport WWTP - Sampling Analysis, Oct 2020	362.12
EFT79456	30.10.2020	Allied Pumps Pty Ltd	Plant Parts for Repairs	1,723.91
EFT79457	30.10.2020	Australian Barbell Company Pty Ltd	KLP - Group fitness bar lever collars	291.50
EFT79458	30.10.2020	ATI Parts Australia	Stock - Filters (Various)	415.84
EFT79459	30.10.2020	BOC Limited	Kta SES - Oxygen cylinder rental / refills Sept 2020	11.98
EFT79460	30.10.2020	Bunzl Ltd	Stock - Hand Towel, Hand Soap, Toilet Tissue, HR - Safety Boots	1,931.78
EFT79461	30.10.2020	BC Lock & Key	Footpaths - EK Padlocks for Solar Lighting Battery Boxes, Stock - 63mm Padlocks, Waste - Keys	4,117.38
EFT79462	30.10.2020	Bez Engineering	Plant Repairs - Various	260.85
EFT79463	30.10.2020	Department of Mines Industry Regulation and Safety (DMIRS)	BSL Receipts - September 2020	7,049.57
EFT79464	30.10.2020	Brayco Global Pty Ltd	Indoor Play Stainless Steel Benches with Splashback	2,927.00
EFT79465	30.10.2020	Baynton West Primary School	Refund Deposit to Hire REAP Amphitheatre (10/12/20)	250.00
EFT79466	30.10.2020	N Bylund	Civic Event - Volunteer Recognition Awards - Acoustic Entertainment - 16/10/20	500.00
EFT79467	30.10.2020	Bushlolly Enterprises Pty Ltd t/as Bushlolly Cafe	Magic Beach Rider (19-20/10/2020)	60.00
EFT79468	30.10.2020	BLB Creative (Sarah Roots)	TYS - Friday Night Live - Educate Youth About Mental Health And Wellbeing	945.00
EFT79469	30.10.2020	Bernard Seeber Pty Ltd	TYS Re-design Feasibility Study - Project Initiation Meeting Site Investigation	8,085.00
EFT79470	30.10.2020	Centurion Transport Co Pty Ltd	Freight Charges - Various	143.00
EFT79471	30.10.2020	Coca-Cola Amatil (Holdings) Ltd	RAC - Kiosk Stock	1,474.45
EFT79472	30.10.2020	Cheeditha Group Aboriginal Corporation	Walgu Park Mural - Instalment #1	16,775.00
EFT79473	30.10.2020	Command IT Services	WCH - Pre-installation painting of CCTV conduits running through internally	2,420.00
EFT79474	30.10.2020	Comtec Data Pty Ltd	FBCC - Provide a List of User Numbers that Match User Names & Codes	231.00
EFT79475	30.10.2020	Clark Equipment Sales Pty Ltd	Plant Parts for Repairs	1,653.59
EFT79476	30.10.2020	Daysafe Training & Assessing	HR - Chief Fire Warden Training	1,580.00
EFT79477	30.10.2020	Dampier Sports Club Inc	COVID-19 Community Assistance Grant	1,100.00
EFT79478	30.10.2020	Daimler Trucks Perth	Plant Parts for Repairs	11.57
EFT79479	30.10.2020	Dr Lisa Pearce t/as Karratha Mobile Veterinary Services Pty Ltd	Animal Control - Various Services	73.40
EFT79480	30.10.2020	Draeger Australia Pty Ltd	KLP - Full Breathing Apparatus Set for Chlorine Plant Room	3,326.98
EFT79481	30.10.2020	Dial Before You Dig WA Ltd	Tech Svces - Service Fee - July/Sept 2020	110.00
EFT79482	30.10.2020	E & MJ Roshier Pty Ltd	KTA Airport Fleet Purchase - Kubota SE320 Flail Mower	19,008.83
EFT79483	30.10.2020	Embroidery Excellence	Uniforms - Embroidery on Supplied Shirts	292.60
EFT79484	30.10.2020	ecoJarrah	Stock - Aged Arbour Mulch (m3) - 50% Deposit	5,141.53
EFT79485	30.10.2020	Bubble Soccer Sydney (Eventco Pty Ltd t/as)	City Wide Programmes - Bubble Soccer Kit - 50% Remainder Payment	6,160.00

Chq/EFT	Date	Name	Description	Amount
EFT79486	30.10.2020	Farinosi & Sons Pty Ltd	KLP - 5x5m Shade x2, Star Pickets	920.75
EFT79487	30.10.2020	Department Of Fire And Emergency Services (ESL Payments)	2020/21 ESL on Council Owned Properties	48,964.70
EFT79488	30.10.2020	Fleet Fitness (atf O'Shaughnessy Family Trust)	KLP Gym Service & Parts - Oct 2020	1,287.00
EFT79489	30.10.2020	Globe Australia Pty Ltd	Stock - Mouse Baiting Station RTU Pat31Protecta	42.49
EFT79490	30.10.2020	Greentree Bithuwarnda Fencing & Civil	Wickham Rec Grounds - Remove and replace broken bollards	2,805.00
EFT79491	30.10.2020	G Bishops Transport Services Pty Ltd atft GBT Services Trust	Freight Charges - Various	1,745.96
EFT79492	30.10.2020	House Of Nappies	KLP - Swim Nappies	694.76
EFT79493	30.10.2020	Home Hardware Karratha (Sahajanand Civil Pty Ltd T/as)	General Hardware Items - Various Small Repairs	1,800.42
EFT79494	30.10.2020	Connect Call Centre Services	Governance - After Hours Call Centre Service - September 2020	1,281.50
EFT79495	30.10.2020	Intent Building Contracting Pty Ltd	Staff Housing - Repair Rear Bedroom Window Frame, Replace Patio Sheets, Repair Brickwork	3,561.63
EFT79496	30.10.2020	James Bennett Pty Limited	Library - New Resources	574.85
EFT79497	30.10.2020	Jolly Good In Car Audio and Entertainment T/A Jolly Good Auto Electric	Plant Repairs - Various	242.00
EFT79498	30.10.2020	Karratha Medical Centre	GP Housing Subsidy - 18/08/20 - 21/09/20	1,500.00
EFT79499	30.10.2020	Kott Gunning	Legal Consultation Fees	623.04
EFT79500	30.10.2020	Komatsu Australia Pty Ltd	Plant Repairs - Various	390.19
EFT79501	30.10.2020	Karratha Machinery Hire	Machinery Hire Charges - Various	7,436.00
EFT79502	30.10.2020	Karratha Kite School (C Fremion & J.T Hall t/as)	KTVC Tours - September 2020	610.00
EFT79503	30.10.2020	Landgate	Land enquiry/Certificate of Title Expenses - SEPT 2020	53.40
EFT79504	30.10.2020	Leethall Constructions Pty Ltd	Footpath Works - Tambrey Drive - from Pavilion to Bayview Rd, Teesdale Pl, Nickol West - Various Repairs	23,600.50
EFT79505	30.10.2020	Lantern Architecture (Lantern Creative Pty Ltd t/as)	Karratha Cycling Hub Clubhouse Concept Design Cost Estimate Life Cycle Cost Plan	19,470.00
EFT79506	30.10.2020	MM Electrical Merchandising	Stormwater Drainage - Galvanised Steel Lid Suit P5 Pit B Class	213.40
EFT79507	30.10.2020	Emerge Associates	P&G - Landscape Design Services - Design & Tender Specification for City Centre Landscaping	2,200.00
EFT79508	30.10.2020	NBS Signmakers	Traffic Signs - 300x450x1.6mm Aluminium - 'No Unauthorised Vehicle Access Beyond This Point'	660.00
EFT79509	30.10.2020	Natural Area Holdings Pty Ltd	P&G - Plant Stocks	1,439.90
EFT79510	30.10.2020	Hanson Construction Materials Pty Ltd	Stormwater Structure - Stabilised Sand 6%, Cleaverville Rd - Stabilised Sand for Resheeting	5,035.42
EFT79511	30.10.2020	Pacific Biologics	Mosquito Management - Prolink XR Briquet Case of 220	12,488.60
EFT79512	30.10.2020	Pilbara Copy Service	Photocopier/Printer Charges / Various	1,077.93
EFT79513	30.10.2020	Prompt Contracting And Fencing Pty Ltd	Staff housing - TC Damien - Repairs to Gate	412.50
EFT79514	30.10.2020	Pioneer Water Tanks Pty Ltd	Annual Inspection of LRS Tanks	9,014.50
EFT79515	30.10.2020	Pilbara Windscreen Experts Pty Ltd	Plant Repairs - Various	660.00

Chq/EFT	Date	Name	Description	Amount
EFT79516	30.10.2020	Red Dot Stores	TYS - Friday Night Live - Decorations Equipment And Supplies For Glow Party and Halloween Party	299.98
EFT79517	30.10.2020	Red Earth Flowers	Civic Event - Small Native Centrepieces - 16/10/2020	225.00
EFT79518	30.10.2020	Richose Pty Ltd	Plant Parts for Repairs	1,803.93
EFT79519	30.10.2020	Statewide Bearings	Plant Parts for Repairs	162.22
EFT79520	30.10.2020	Kmart Karratha	REAP - M&M tubes 45gm, String Lights, TYS - Program Materials	155.30
EFT79521	30.10.2020	Speedo Australia Pty Ltd	KLP Goggles for Resale	3,478.20
EFT79522	30.10.2020	Sigma Chemicals	KLP - Dolphin Wave Cables / Parts, Replacement Pool Dolphin Cleaner	30,246.70
EFT79523	30.10.2020	Seek Limited	HR - Seek Flexible Ad Budget	3,009.60
EFT79524	30.10.2020	SAFE (Saving Animals From Euthanasia Inc)	SAFE Quarterly Payments - No.2 (October 2020)	16,742.00
EFT79525	30.10.2020	Designa Sabar Pty Ltd	Kta Airport - Car Park Preventative Maintenance - Oct 2020	1,601.55
EFT79526	30.10.2020	Soundgear Australia	KLP Group Fitness Emic Head Sets/Windsoxs	1,226.00
EFT79527	30.10.2020	Seaview Orthotics	Stock - Litter Pickers (Ranger Max)	295.25
EFT79528	30.10.2020	Scope Business Imaging	Photocopier/Printer Charges / Various	116.45
EFT79529	30.10.2020	T-Quip	Plant Parts for Repairs	320.05
EFT79530	30.10.2020	Trasan Contracting Pty Ltd	DCH - TC Damien - Gyrock ceiling replacement	5,646.73
EFT79531	30.10.2020	The Walt Disney Company Pty Ltd	REAP Cinema - The New Mutants - 09/10/20	189.00
EFT79532	30.10.2020	Talis Consultants Pty Ltd T/a Talis Unit Trust	Tech Serv - Sharpe Avenue Traffic Calming Design: Variation-01	1,405.25
EFT79533	30.10.2020	Taylor Burrell Barnett (Toddville Prospecting Pty Ltd)	Dampier Structure Plan - Variation #01	2,156.00
EFT79534	30.10.2020	Troy's Tyres 2 You	Plant Repairs - Various	693.00
EFT79535	30.10.2020	Karratha Timber & Building Supplies	General Hardware Items - Various Small Repairs	620.30
EFT79536	30.10.2020	Roadshow Films Pty Ltd	REAP - Private Screening Fee For Matrix - Staff Fire And Evacuation Training.	82.50
EFT79537	30.10.2020	Vorgee Pty Ltd	KLP - Goggle Order for Onsale	1,348.60
EFT79538	30.10.2020	Westrac Equipment Pty Ltd	Plant Parts for Repairs	854.48
EFT79539	30.10.2020	Woolworths Group Limited	TYS, WRF & TBW - Programming Supplies, IPC - Café Supplies, Staff Kitchen Amenities, Workshop Catering	3,105.52
EFT79540	30.10.2020	WA Library Supplies (PIC Enterprises Pty Ltd)	Kta Library - 2 x Silver Bay End Trolleys	878.00
EFT79541	30.10.2020	Wrapped Creations	Christmas on the Green Event - 50% Deposit	31,545.37
EFT79542	30.10.2020	Wickham Wolves Junior Football Association Incorporated	COVID-19 Community Assistance	1,000.00
EFT79543	30.10.2020	Profix Australia (West Pilbara Enterprises Pty Ltd T/as)	Staff Housing - Various Repairs	1,384.60
EFT79544	30.10.2020	Yurra Pty Ltd	P&G - Slash Weeds, Parks - Fill Holes with Sand, Road Tree Maintenance/Pruning, Point Samson - Reinstate Shades, Street Trees Watering, Spraying Weeds	9,404.61
EFT79545	30.10.2020	C Adams	Reimb Utilities - As per Employment Contract	1,249.95
EFT79546	30.10.2020	S Buxton	Refund for Aqua Run - Unable to attend	190.00
EFT79547	30.10.2020	E Brown	Refund for credit, couldn't utilise for swimming lessons	165.00
EFT79548	30.10.2020	H Eaton	Reimb Utilities - As per Employment Contract	417.77

Chq/EFT	Date	Name	Description	Amount
EFT79549	30.10.2020	Gems Netball Club	COVID-19 Community Assistance Program - Grant Payment	1,000.00
EFT79550	30.10.2020	A Minchin	Reimb Utilities - As per Employment Contract	409.68
EFT79551	30.10.2020	S Tawhiti	Refund Deposit for Aqua Run - S Tawhiti	95.00
EFT79552	30.10.2020	A Wear	Reimb Utilities - As per Employment Contract	349.84
EFT79553	30.10.2020	Blue Hat Cleaning Services T/as Damel Cleaning Services	KLP - Cleaning Services - Sept 2020, Kta Airport - External Window Cleaning Services	35,625.99
EFT79554	30.10.2020	Karratha International Hotel (Ringthane Pty Ltd t/as)	REAP - Bar Stocks	2,776.55
EFT79555	30.10.2020	Norwest Sand & Gravel Pty Ltd	Stormwater Works - 150t Wickham Gravel to Cowle Road	5,445.00
EFT79556	30.10.2020	Poinciana Nursery	P&G - Slashing/Mowing, Various Locations	21,529.23
EFT79557	30.10.2020	AK Evans Earthmoving (Ronlieeh Pty Ltd )	Machinery Hire Charges - Various	21,021.00
EFT79558	30.10.2020	Champion Music	Civic Events - 50% Deposit Guy Fawkes 2020 - Nathan Gaunt Duo - Hampton Harbour Boat & Sailing Club	3,025.00
EFT79559	30.10.2020	Dampier Plumbing & Gas (t/f DPG Trust)	KTA Airport - Sewer Installation, Baynton West Park - Backflow Device	15,785.01
EFT79560	30.10.2020	Kennards Hire Pty Limited	Dampier Pavilion Toilet Hire - Night Markets	1,095.60
EFT79561	30.10.2020	Manning Pavement Services Pty Ltd T/a Karratha Asphalt	KCC Carpark - Supply & Laying of Asphalt	18,895.80
EFT79562	30.10.2020	Roebourne Dingo Hire	Vehicle Removals/Disposals - Various	1,155.00
EFT79563	30.10.2020	Reece Pty Ltd	Stock - Retic/Plumbing Fittings & Fixtures	4,667.24
EFT79564	30.10.2020	Shelf Cleaning Services	TYS & FBCC - Cleaning Services, Sept 2020	14,560.42
EFT79565	30.10.2020	Turf Guru Landscapes Pty Ltd	Street Tree Maintenance - Retic Upgrade at Ashton Park	7,040.00
EFT79566	30.10.2020	Turf Whisperer (Turf Life Pty Ltd t/as)	Picking up of Cricket Mats & Reduction to Turf Shoulder & Fertilise - Wickham	7,920.00
EFT79567	30.10.2020	Colgan Industries Pty Ltd	Roebourne Gaol Precinct Conservation Works Contract - Progress Claim # 4	315,750.64
EFT79568	30.10.2020	Karratha Arts & Learning Centre	Small Community Grant	4,983.00
EFT79569	30.10.2020	Joyce Krane	50 Tonne Float Hire - 12/10/2020	1,166.00
EFT79570	30.10.2020	WALGA	Councillor - Member Essential Training/Understanding Financial Reports/Budgets	1,065.00
EFT79571	30.10.2020	Parry's Merchants	Wickham Library - Bio Kraft Coffee Cups 8oz	111.80
EFT79572	30.10.2020	Ray White Real Estate Karratha	Rent & Management Fee: Unit 4/28-32 Degrey Place Karratha - ERP Project	2,572.05
EFT79573	30.10.2020	Position Partners	IT - Magnet Field Renewal - 12 Months	8,745.00
EFT79574	30.10.2020	TNT Express	Freight Charges - Various	106.89
EFT79575	30.10.2020	Wickham Primary School	Contribution - End of Year Awards	100.00
EFT79576	30.10.2020	Karratha First National Real Estate	Insurance Excess - Solar Panels (The Quarter)	16,775.40
EFT79577	30.10.2020	City Of Karratha	Payroll deductions	811.62
EFT79578	30.10.2020	City Of Karratha - Social Club	Payroll deductions	1,506.00
EFT79579	30.10.2020	T Swetman - (Mortgage Account)	Home Ownership Allowance	555.00
EFT79580	30.10.2020	Australian Services Union (ASU/MEU Div)	Payroll deductions	414.40
EFT79581	30.10.2020	T Corfield & L Royal (Mortgage Account)	Home Ownership Allowance	225.00
EFT79582	30.10.2020	L Gan - (Mortgage Account)	Home Ownership Allowance	750.00

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EFT79583	30.10.2020	C Gorman (Mortgage Account)	Home Ownership Allowance	400.00
EFT79584	30.10.2020	P Heekeng - (Mortgage Account)	Home Ownership Allowance	350.00
EFT79585	30.10.2020	S Kot (Mortgage Account)	Home Ownership Allowance	870.00
EFT79586	30.10.2020	C King (Mortgage Account)	Home Ownership Allowance	350.00
EFT79587	30.10.2020	Lgrceu	Payroll deductions	61.52
EFT79588	30.10.2020	Maxxia Pty Ltd	Payroll deductions	44,260.56
EFT79589	30.10.2020	N Milligan - (Mortgage Account)	Home Ownership Allowance	479.64
EFT79590	30.10.2020	J Patel (Mortgage Account)	Home Ownership Allowance	300.00
EFT79591	30.10.2020	E Saral ( Mortgage Account )	Home Ownership Allowance	625.00
EFT79592	30.10.2020	A Virkar (Mortgage Account)	Home Ownership Allowance	300.00
EFT79593	04.11.2020	Australian Taxation Office	Payroll deductions	289,041.71
EFT79594	04.11.2020	Child Support Agency	Payroll deductions	1,881.89
EFT79595	06.11.2020	Australia Post	Postage Charges - Sept 2020	3,197.38
EFT79596	06.11.2020	Hart Sport	KLP - Gym & Group Fitness Equipment	2,586.90
EFT79597	06.11.2020	KAW Engineering Pty Ltd	Plant - Replace Side Rail to Side Tipper Trailer Tub	3,294.72
EFT79598	06.11.2020	Sealanes (1985) Pty Ltd	IPC - Cafe Supplies, REAP - Kiosk Stocks	1,250.65
EFT79599	06.11.2020	Royal Life Saving Society WA Inc	HR - Pool Lifeguard Requalification x2, KLP - Annual Registration, Wristband Stocks	1,822.00
EFT79600	06.11.2020	Helloworld Travel Karratha	HR - Local Recovery Coordinator Training Flights/Accomm x 3, Flight Change Charges - Tafe Block Extension	4,055.00
EFT79601	06.11.2020	ACE Electrical Australia Pty Ltd (atf The Balfour Family Trust)	Kta Airport - HV Switching Officer and Switching Spotter for Transfer Test on Emergency Generator, HNZ Heliport - Investigate Power Failure, Kta Airport - Secure Damaged HV/LV infrastructure	2,320.00
EFT79602	06.11.2020	My Language Box (Akeus Pty Ltd t/as)	Approved Applicant TYBO 2020 Grant Recipient - 50% Upfront Payment	750.00
EFT79603	06.11.2020	Bunzl Ltd	Stock - Wypall X-60 Pop Up Wipes (Box/130)	106.15
EFT79604	06.11.2020	Cable Chick (Vidorra Pty Ltd t/as)	IT - DisplayPort Cables	131.65
EFT79605	06.11.2020	Daysafe Training & Assessing	HR - Chief Fire Warden	1,185.00
EFT79606	06.11.2020	Dibsys Gardening Services Pty Ltd	Staff Housing - Yard Maintenance	490.00
EFT79607	06.11.2020	Empire6714	Approved Applicant TYBO 2020/2021 - 50% upfront payment	2,596.00
EFT79608	06.11.2020	ELKA Projects And Maintenance (Cardew Holdings Pty Ltd)	Wellard Way - Locate Services Pothole for Surveying Mark Service & Record Depth	1,952.50
EFT79609	06.11.2020	Global Security Management (WA)	KLP - Nightly Security Patrols - August 2020	3,386.13
EFT79610	06.11.2020	Home Hardware Karratha (Sahajanand Civil Pty Ltd T/as)	General Hardware Items - Various Small Repairs	607.82
EFT79611	06.11.2020	Harvey Norman Karratha (Rathasupa No. 2 Trust t/as)	REAP - Dyson Cordless Vacuum Cleaner (for after Movies & Events), Alogic 2in1 VGA Adaptor, TYS - Aquaport 7L Desktop Unit	1,959.85
EFT79612	06.11.2020	Karratha Indoor Cricket Association	2019 Biannual Grant Scheme - Install Electronic Scoreboard	6,295.00
EFT79613	06.11.2020	LGIS Risk Management	HR - Evacuation Diagrams x39	2,145.00
EFT79614	06.11.2020	Major Motors Pty Ltd	Plant Repairs - Various	357.92

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EFT79615	06.11.2020	Isetnia Pty Limited (Media Monitors Australia Pty Ltd)	Media Monitoring Services - August 2020	2,035.00
EFT79616	06.11.2020	303 Mullenlowe Australia Pty Ltd	Place Branding Services - Sept 2020	8,514.00
EFT79617	06.11.2020	Oceanis International Pty Ltd	WRP Pool - Site Review 25/09/20 - Lead Superintendent	4,400.00
EFT79618	06.11.2020	Paramount Pictures Australia	REAP - Paw Patrol - Jet To The Rescue 10/10/20 - 11/10/20	420.53
EFT79619	06.11.2020	Printsync Norwest Business Solutions	Photocopier/Printer Charges / Various	86.61
EFT79620	06.11.2020	Pro Design Lighting Pty Ltd	LS 119 Dark Blue Sheet + Shipping	44.00
EFT79621	06.11.2020	SAI Global Australia Pty Ltd	Signs & Control Equipment - PDF 3 Users	493.92
EFT79622	06.11.2020	Turf Guru Landscapes Pty Ltd	Euro Boulevard - Install/Repair Euro Boulevard Entry - w/e 04/09/20, Cattrall Park - Finish Irrigation Upgrade	23,584.00
EFT79623	06.11.2020	Karratha Timber & Building Supplies	General Hardware Items - Various Small Repairs	1,571.94
EFT79624	06.11.2020	Roadshow Films Pty Ltd	REAP - Movie (Tenet) Screenings, Sept/Oct 2020	969.71
EFT79625	06.11.2020	Woolworths Group Limited	REAP - Kiosk & Function Supplies, KLP Crèche Cleaning Supplies/Office Supplies, IPC - Café Supplies	663.42
EFT79626	06.11.2020	Warp Training Australia Pty Ltd	HR - Worksite Traffic Management - Full Course	6,696.00
EFT79627	06.11.2020	Ausolar Pty Ltd	KTA Depot Building - Light replacement works, Footpaths - Repair Solar Lights, Waste - Test and Tag	18,948.35
EFT79628	06.11.2020	Dampier Plumbing & Gas (tff DPG Trust)	KLP - Replace Kitchenette Zip Unit on Wall, Cleaverville - Install new Dump Ezy Lid, Kta Main Admin - Replace Taps & Zip Tap, Pegs Pavilion - Repair Copper Pipe Leak, P&G - Repair Water Tap at Mara Guthurra Playground, WCH - Replace missing Drain Cover, TYS - Repairs to Toilets, WRP Rambla Bistro - Investigate/Report RO Plant	19,162.87
EFT79629	06.11.2020	Norwest Sand & Gravel Pty Ltd	Dampier Culvert Project - 25T Cracker Dust incl. Transport, P&G - 25T of Sams Creek Soil	2,448.88
EFT79630	06.11.2020	AK Evans Earthmoving (Ronlieeh Pty Ltd )	Kta Airport - Loader Hire for Infill Works - 30/09/20 - 02/10/20 incl Demobilisation	2,607.00
EFT79631	06.11.2020	Brida Pty Ltd	Stage 2 - Wellard St - 16 Roe St, Mulch Garden Beds	1,124.15
EFT79632	06.11.2020	Kennards Hire Pty Limited	Dampier Pavilion Toilet Hire - Accessible Toilet for 2 Weeks 02-16/10/20	699.20
EFT79633	06.11.2020	North West Tree Services	Andover Park Redevelopment - Remove & Stump Grind 1x Dead Gum Tree	2,306.70
EFT79634	06.11.2020	Reece Pty Ltd	Stock - Retic/Plumbing Fittings & Fixtures	1,244.97
EFT79635	06.11.2020	Wormald Australia Pty Ltd	FBCC - Replace 10x Emergency Exit Lights which Failed Test, Kta Airport - Repair Emergency Exit Lighting & Replace Alarm Batteries, Kta Airport - Hydrant Flow Tests, KLP - Install new Fire Pump Charger	9,704.44
EFT79636	06.11.2020	Intent Building Contracting Pty Ltd	WRP - TC Damien 2020 - Soffit Rectification Works, Kta Airport - Works to new Toilets, TC Damien - PBFC - Ceiling Works/Painting, Kta Airport - Repair Sagging Ceiling in main Corridor, KTVC - TC Damien Repairs	98,188.40
EFT79637	06.11.2020	Peter Hunt Architects	KLP Facility Improvement Study - Stages 1&2, Kevin Richards Oval - Design, Stage 1 Progress Claim, Millars Well Oval - Quantity Surveyor Services	138,538.50
EFT79638	06.11.2020	Wawardu Limited	Ganalili Centre Service Agreement - Tourism Information Services (July Aug Sept), Roebourne Library - Monthly Rental	83,930.00

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EFT79639	06.11.2020	Artemis Resources Limited	Rates refund for assessment A91720	510.82
EFT79640	06.11.2020	Anglicare WA	Small Community Grant - Headspace Pilbara for Contribution to Pilbara 'Are You OK?' Day Event	2,200.00
EFT79641	06.11.2020	M Boladeras	HR - Reimbursement for Study Assistance - HR Auto Course	1,119.54
EFT79642	06.11.2020	M Baudry	Refund for PATS Concession Parking	33.00
EFT79643	06.11.2020	K Harris	Reimbursement - Security Subsidy Scheme	500.00
EFT79644	06.11.2020	C Langkilde	Refund Cancelled KLP Membership - 22/07/20	74.00
EFT79645	06.11.2020	T Tunstead	Reimb - Meet the Street Event	184.05
EFT79646 - 79651	06.11.2020	Errors	System Error - Cancelled Payments	0.00
EFT79652	06.11.2020	Pilbara Iron Company Services Pty Ltd (Rio Tinto)	Electricity Usage Charges	5,734.73
EFT79653	06.11.2020	Pilbara Iron Company Services Pty Ltd (Rio Tinto)	Electricity Usage Charges	7,002.64
EFT79654	06.11.2020	Pilbara Iron Company Services Pty Ltd (Rio Tinto)	Electricity Usage Charges	2,481.93
EFT79655	06.11.2020	Cleanaway Pty Ltd	REAP Waste Removal - 4.5m Co-mingle Bins - Sept 2020	70.60
EFT79656	06.11.2020	Telstra Corporation Ltd	Telephone Usage Charges	244.23
EFT79657	06.11.2020	Horizon Power	Electricity Usage Charges	6,128.52
EFT79658	06.11.2020	Water Corporation	Water Usage Charges	33,971.78
EFT79659	06.11.2020	Wesfarmers Kleenheat Gas Pty Ltd	KLP - Bulk LPG - October 2020	961.85
EFT79660	06.11.2020	Construction Training Fund (CTF)	CTF Receipts - September 2020	4,931.73
EFT79661	06.11.2020	Winc Australia Pty Limited	Stationery Items - Various Departments	161.65
EFT79662	06.11.2020	Dampier Community Association	TYS - School Holidays - Room Hire - 01/10/20	87.00
EFT79663	06.11.2020	Garrards Pty Ltd	Stock - Tressel 250SL Herbicide (10 ltr), Rat Bait Stations	310.72
EFT79664	06.11.2020	Hart Sport	TBW - Adrenaline & Friday Afternoon Programming - Sports Equipment	399.80
EFT79665	06.11.2020	Hathaways Lubricants	Stock - Lubricants (Various)	5,140.85
EFT79666	06.11.2020	Atom Supply	Purchase of Peerless P17P Petrol Air Compressor, Stock - Gloves, Grease Gun, Hydration Sachets, Ear Muffs, ROAR Wiper Roll, Caution Tape, Plant - Aluminium Truck Toolbox, Kta Airport - General Hardware Items	6,176.32
EFT79667	06.11.2020	J Blackwood & Son Pty Limited	HR - Safety Boots, Uniforms, Stock - Fuel Tags, Windex Cleaner, Jerry Cans, Lubricant Spray	739.25
EFT79668	06.11.2020	The Golden Lampstand Pty Ltd T/as Grateful Remnants	KTVC Merchandise Sales - Sept 2020	120.70
EFT79669	06.11.2020	Integrity Coach Lines (Aust) Pty Ltd	KTVC Tours - to 15/10/20	480.25
EFT79670	06.11.2020	Life Floor (Grant Burgess Consulting Pty Ltd t/as)	WRP - 610x610 x10cm texture tiles in blue x 8 piece	734.69
EFT79671	06.11.2020	One Tree Community Services Inc	May 2020 Quarterly Grants Scheme - Gurlu Gurlu Maya Child & Parent Centre - Professional Development	5,500.00
EFT79672	06.11.2020	Prompt Contracting And Fencing Pty Ltd	TC Damien - PBFC, Replace Missing Bracket & Screws Straighten Bent Post & Rectify Fencing Panels as Required	814.00
EFT79673	06.11.2020	Redfish Technologies Pty Ltd	IT - Logitech Room VC bundle	8,778.00

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EFT79674	06.11.2020	Kmart Karratha	IPC - Cafe Supplies	134.50
EFT79675	06.11.2020	Sims Metal Management (Sims Group Australia Holdings Limited t/as)	Airport Landfill Site - 20hrs - Shear Haul Pack Tyres Various Sizes	4,268.00
EFT79676	06.11.2020	Tovey Shearwood Pty Ltd T/A Creative ADM	2020/21 Marketing & Communications - Design Services - Ready Set Grow Competition	3,850.00
EFT79677	10.11.2020	Isabella Hughes	Cancelled Payment	0.00
EFT79678	13.11.2020	Colgan Industries Pty Ltd	Roebourne Goal Precinct - Conservation Works Contract - Progress Claim #5	203,999.58
EFT79679	13.11.2020	Retech Rubber (Murdoch Trust & Top Spot Trust T/as)	PBFC - Rubber Soft Fall Replacement	105,487.80
EFT79680	13.11.2020	Blue Hat Cleaning Services T/as Damel Cleaning Services	Cleaning Services October 2020 - Kta Airport, DCH, KLP, Sweeping of Roads/Paths & Carparks, Kta Airport - High Level Clean of Newsagency Space, Dampier Foreshore - Litterpicking, Sanitation & Litter Picking Services - Oct 20	145,232.33
EFT79681	13.11.2020	Ausolar Pty Ltd	KLP - Install Basketball Shot Clocks - Indoor Courts 1 & 3, Kta Depot/REAP - Test & Tag Services, Depot - Replace Fluors, Millars Well Daycare - Light Repairs (TC Damien) Staff Housing - Various Electrical Works, WWTP - Install Alarm, Bayly Ave - Cable Locator Hire, WRP Bistro - Replace Kitchen GPO's, KLP - Relocate High GPO	25,852.79
EFT79682	13.11.2020	BSA Advanced Property Solutions (WA) Pty Ltd	Admin Building AHU VSD Installations, WCH - DCC Equipment Maint, Kta Airport - Scheduled Maintenance & Servicing	28,206.75
EFT79683	13.11.2020	Dampier Plumbing & Gas (tff DPG Trust)	Kta Airport - Repair Water Leak in front of ARO Workshop Norman Rd, Millars Well Pavilion - Replace Rusted Cistern, TBW - Water Install for Washer/Dryer Unit, DCH - Install Carbon Sediment Filter System in Kitchen, WRP - Replace Leaking Filter	5,722.43
EFT79684	13.11.2020	Chefmaster Australia	Stock - Garbage Bags 80ltr 1000 x 420 x 380mm	803.95
EFT79685	13.11.2020	Winc Australia Pty Limited	Stationery Items - Various Departments	598.90
EFT79686	13.11.2020	Forpark Australia Pty Ltd	Stock - Nut Cap ST 10 x 28mm & Bolts	250.80
EFT79687	13.11.2020	GHD Pty Ltd	Dampier Pavilion - Structural Engineering Consultant - Solar Panels Strengthening Building Permit Documentation	1,100.00
EFT79688	13.11.2020	Hart Sport	KLP - Replacement Sporting Equipment for Programs	497.40
EFT79689	13.11.2020	Hathaways Lubricants	Stock - Lubricants (Various)	11,045.25
EFT79690	13.11.2020	Host Corporation Pty Ltd t/a Host Direct	REAP - Catering and functions equipment - ICR222812	62.37
EFT79691	13.11.2020	Institute Of Public Works Engineering Australasia t/as IPWEA	HR - 2020 Virtual Fleet Management Workshop, Nov 2020	649.00
EFT79692	13.11.2020	Karratha & Districts Chamber Of Commerce (KDCCI)	Reimburse Try Local Duplicate Payment	878.00
EFT79693	13.11.2020	KAW Engineering Pty Ltd	KLP - 4 x Replacement Ladder Hand Rails 50m Pool, Pool Adventure Ladder for Aqua Run, Tennis Storage Box for Outdoor Courts	8,022.11
EFT79694	13.11.2020	The Karratha Falcons Football & Sporting Club Inc	COVID-19 Community Assistance	1,000.00
EFT79695	13.11.2020	LRW's Electrical & Northwest Honda (Lawmar Holdings P/L)	Plant Parts for Repairs	53.90

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EFT79696	13.11.2020	Leisure Institute Of WA Aquatics (Inc)	HR - LIWA Annual Membership & Accreditation Fees	264.00
EFT79697	13.11.2020	United Party Hire (Wildwater Holdings Pty Ltd t/as)	6 Stage Sections - 300 High With Skirt	726.00
EFT79698	13.11.2020	Universal Pictures International Australasia Pty Ltd	REAP Cinema - The High Note Screening October	330.00
EFT79699	13.11.2020	Karratha Timber & Building Supplies	General Hardware Items - Various Small Repairs	902.47
EFT79700	13.11.2020	Vorgee Pty Ltd	KLP - Goggle/ floaties order for resale	603.35
EFT79701	13.11.2020	Woolworths Group Limited	Riders for Community Concert/Breakfast Performers & General Event Consumables, TBW - Program Suppliers, REAP - Kiosk Stocks, IPC - Kiosk Stock, Workshop/Meeting Catering	1,370.37
EFT79702	13.11.2020	Wattleup Tractors (Nancy & Susan P Zuvela t/as)	Stock - Mower Bolt Set & Blades	274.60
EFT79703	13.11.2020	WA Billboards	Cancelled Payment	0.00
EFT79704	13.11.2020	Warp Training Australia Pty Ltd	HR - Warp Facilitator Meal Expenses - 05 - 09/10/20	253.96
EFT79705	13.11.2020	Profix Australia (West Pilbara Enterprises Pty Ltd T/as)	TC Damien - Aspen Hangar Kta Airport - Service Sliding Doors Replace Corner Flashing Full Roof Inspection, TC Damien - Staff Housing Repairs (Various), KLP - Spot Repairs in Main Basketball Courts	8,456.08
EFT79706	13.11.2020	Water2Water (atf Kandiah Family Trust)	KLP - Monthly Rental & Service for Cooler - October 2020	66.00
EFT79707	13.11.2020	Wilde And Woollard (WA) (Merefield Wilde And Woollard Pty Ltd t/as)	KLP - Opinion of Probable Cost	7,722.00
EFT79708	13.11.2020	Broadway Pty Ltd	Refund - Trust Bond For PA1635	5,789.53
EFT79709	13.11.2020	Norwest Sand & Gravel Pty Ltd	24.7T of Pindan Top Soil for Malster Park Delivered to Depot	1,346.95
EFT79710	13.11.2020	Parry's Merchants	REAP Kiosk Supplies for September School Holiday's	1,383.10
EFT79711	13.11.2020	Poinciana Nursery	Staff Housing - Additional Golden Cane Palm	170.50
EFT79712	13.11.2020	Roebourne Art Group Aboriginal Corp	KTVC Merchandise Sales - Nov 2019	127.50
EFT79713	13.11.2020	Signswest Stick With Us Sign Studio	KLP - Chlorine Danger sign 600 x 600mm metal	323.40
EFT79714	13.11.2020	Stihl Shop Redcliffe	Stock - Brush Cutter Cord 500gm x 3.3mm	316.50
EFT79715	13.11.2020	TNT Express	Freight Charges - Various	2,515.10
EFT79716	13.11.2020	Thrifty Car Rental	Car Hire & Petrol for CEO - To Attend Meetings in Perth 15-16/10/20	47.99
EFT79717	13.11.2020	L Alexander	Refund for Cancelled Murujuga Rock Art Tour	60.00
EFT79718	13.11.2020	A Beattie and D Bower	Security Subsidy Reimb - A78324	499.00
EFT79719	13.11.2020	S Edwards	Reimbursement for Meals While Attending Training Course	48.40
EFT79720	13.11.2020	R Freegard	Vehicle Crossover Subsidy	918.00
EFT79721	13.11.2020	Kennards Hire Pty Limited	PBFC - Hire of Lights & Leads - 19-22/10/20, Fence Panels - Oct 2020	553.84
EFT79722	13.11.2020	A & R McKay	Cancelled Payment	0.00
EFT79723	13.11.2020	North West Tree Services	Staff Housing - Remedial Pruning Deadwood & Clear from Neighbours 1x Poinciana Back RH Cnr	774.40
EFT79724	13.11.2020	Reece Pty Ltd	Stock - Retic/Plumbing Fittings & Fixtures	212.80
EFT79725	13.11.2020	G Silva	Refund - Library Travellers Membership - #342228 30/06/2020	50.00

Chq/EFT	Date	Name	Description	Amount
EFT79726	13.11.2020	T C Waste (WA) Pty Ltd t/as D & M Waste Management	Karratha Pre-Cyclone Green Waste Verge Collection 2020/2021 - 12-16/10/20	27,910.96
EFT79727	13.11.2020	Wormald Australia Pty Ltd	TYS - supply and install replacement exit lights and fire extinguishers, Monthly Fire Indicator Panel, EWIS Maintenance - Various Locations, KLP - Install Replacement Solenoids	2,084.97
EFT79728	13.11.2020	W Augustin & M Bussell	Reimb for Cleaverville Caretakers as per Caretaker Agreement	817.75
EFT79729	13.11.2020	Atom Supply	Stock - Premix Concrete, Water Cooler Jugs, Star Pickets, Workshop Consumables, HR - Safety Boots and Uniforms	2,442.70
EFT79730	13.11.2020	J Blackwood & Son Pty Limited	Stock - Sand Bags Hessian, Fuel Tags, Cable Ties, Fly/Insect Spray, HR - Uniforms	1,795.31
EFT79731	13.11.2020	Arcus Australia Pty Ltd	KLP Cafe - Purchase of stainless steel modular bench and front flashing	1,637.90
EFT79732	13.11.2020	ABCO Products	Stock - Ecozyme B+ 5ltr, Grill Bricks	1,332.28
EFT79733	13.11.2020	Abberfield Technology Pty Ltd	Stock - Light Tokens	1,613.72
EFT79734	13.11.2020	GPC Asia Pacific Pty Ltd (NAPA t/as)	Plant Repairs - Various	192.50
EFT79735	13.11.2020	AAC Wristbands Australia Pty Ltd	KLP Swimming Lesson Membership Tags	1,029.64
EFT79736	13.11.2020	A.C.T. Industrial Pty Ltd	30m <sup>3</sup> Hooklift bin - topcoat enamel (weight 3.93 Tonnes each)	43,279.50
EFT79737	13.11.2020	Australian Laboratory Services Pty Ltd ( ALS )	KTA Airport - Analysis - treated power poles - ASLP (DI) for Arsenic (As)	127.60
EFT79738	13.11.2020	Allied Pumps Pty Ltd	Plant Parts for Repairs	498.30
EFT79739	13.11.2020	Adapt-A-Lift Group Pty Ltd	Plant - Battery Charger & Consumables	1,565.74
EFT79740	13.11.2020	Fuzz Digital (Daniel Fowler)	DSLR Photography Workshop - 10/10/20 - Remaining Fee Plus additional Workshop	600.00
EFT79741	13.11.2020	ATI Parts Australia	Plant Parts for Repairs	286.11
EFT79742	13.11.2020	Bunnings Group Limited	Stock - Pine Bollard CCA H4 +125mm Dome 1.2m	204.30
EFT79743	13.11.2020	Black Swan State Theatre Company Ltd	Instalment 1 - Black Swan State Theatre & CofK Summer School Scholarship & Adults Intensive Program	3,590.39
EFT79744	13.11.2020	Braille Sign Supplies Pty Ltd	KLP Club Rooms - Supply Braille Signs in Male Toilet and Female Toilet	515.00
EFT79745	13.11.2020	Bushlolly Enterprises Pty Ltd t/as Bushlolly Cafe	Refund - Double Payment of Dog Registrations	85.00
EFT79746	13.11.2020	Bar Fridges Australia	Cancelled Payment	0.00
EFT79747	13.11.2020	Bohemi Ma'am (The Comfort Cupboard)	Cancelled Payment	0.00
EFT79748	13.11.2020	BM Engineering Surveys Pty Ltd	P&G - Modifications to Drawings of Ashton Park Retic due to Additional Works	693.00
EFT79749	13.11.2020	Boya Equipment Pty Ltd	Stock - Blades 60 H30T & Dust Cover	221.96
EFT79750	13.11.2020	Broome Plumbing and Gas (TTF Aristei Family Trust t/as)	IPC - Double Sink Bench w/ Splashback	2,050.00
EFT79751	13.11.2020	Cleverpatch Pty Ltd	TBW - Craft Supplies for Weekly Programming	1,395.56
EFT79752	13.11.2020	Cherratta Lodge Pty Ltd	KLP - Laundering of 25 Tablecloths	40.55
EFT79753	13.11.2020	Command IT Services	Security Alarm Monitoring Monthly - November 2020	203.50
EFT79754	13.11.2020	Campbell Clan Superannuation Fund	Records Storage - Unit 16/38 Coolawanyah Road Kta - 18/08/20 - 17/11/20	2,100.00
EFT79755	13.11.2020	Department Of Biodiversity Conservation & Attractions	KTVC - WA Naturally Books for sale	314.58

Chq/EFT	Date	Name	Description	Amount
EFT79756	13.11.2020	Dave's Transit Service	TBW - Bus Service to Roebourne Pool for the October School Holiday Program	440.00
EFT79757	13.11.2020	Daysafe Training & Assessing	HR - Backhoe Assessment	395.00
EFT79758	13.11.2020	Daimler Trucks Perth	Plant - Canter Front Narrow Floor Mats	62.38
EFT79759	13.11.2020	D & S Wells (WA) Pty Ltd	TC Damien 2020 - Repair Top Coat on 5 x Hearson Cove Shade Structures	13,392.50
EFT79760	13.11.2020	Dr Lisa Pearce t/as Karratha Mobile Veterinary Services Pty Ltd	Animal Control - Various Services	1,306.80
EFT79761	13.11.2020	Department of Water and Environmental Regulation	WWTP - Annual Karratha Airport Licence L8773/2013/1	994.59
EFT79762	13.11.2020	Draeger Australia Pty Ltd	KLP - BA Cylinder Refill	95.70
EFT79763	13.11.2020	Department Of Justice	Refund Double Payment of Invoice on Debtor Account	575.00
EFT79764	13.11.2020	Dreamtime Amore (Angela Sarah Moore t/as)	KTVC Merchandise Sales - Aug 2020	56.00
EFT79765	13.11.2020	Ensystex Australasia Pty Ltd	Stock - Attrathor Targeted Insecticide 250ml	120.95
EFT79766	13.11.2020	Embroidery Excellence	NAIDOC Week - 4 x Medium Hi-vis Vest (Yellow) - Print 'COVID-19 Safety Marshall	125.35
EFT79767	13.11.2020	Edge Digital Technology Pty Ltd	REAP Monthly Projector Service - October 2020	434.50
EFT79768	13.11.2020	Parker Hannifin (Australia) Pty Ltd	Plant Parts for Repairs	382.23
EFT79769	13.11.2020	Focus Banners Pty Limited	Christmas Light Competition Mesh Banner - 15m x 1.5m	798.60
EFT79770	13.11.2020	Fuji Xerox Businessforce Pty Limited	Printing Inserting & Delivery of Annual Rate Notices incl. Rates Newsletter & Covid Letter - 20/21	7,549.72
EFT79771	13.11.2020	Globe Australia Pty Ltd	Stock - Advion Ant Gel	175.69
EFT79772	13.11.2020	Global Security Management (WA)	KLP & Main Admin - Nightly Security Patrols - Sep & Oct 2020	6,677.23
EFT79773	13.11.2020	StrataGreen (Strata Corporation Pty Ltd)	Stock - Seasol Fertiliser 20L & Plumbers Shovel	507.32
EFT79774	13.11.2020	Nancy Gillespie	KTVC Merchandise Sales - to Sept 2020	202.00
EFT79775	13.11.2020	G Bishops Transport Services Pty Ltd afft GBT Services Trust	Freight Charges - Various	1,182.12
EFT79776	13.11.2020	Grate Drainage Products Pty Ltd	Drainage Maintenance - Supply and deliver nonstandard size grates	3,415.50
EFT79777	13.11.2020	CSS Equipment Pty Ltd	Stock - Discharge Incline Conveyor Belt for Hammel VB950, Plant Parts for Repairs	12,715.78
EFT79778	13.11.2020	Scene Investments Pty Ltd (House Proud Living)	Leaving Gift for Staff Member	190.00
EFT79779	13.11.2020	Studiocanal Pty Ltd	REAP Cinema - The Secret Garden - 22/10/20	203.70
EFT79780	13.11.2020	Jackenzie Holdings Pty Ltd T/as Pilbara Contracting	Balyara Park - Replace Damaged AFL Type Goals	4,660.92
EFT79781	13.11.2020	Hunter Mechanical Pty Ltd	Plant Repairs - Various	2,072.99
EFT79782	13.11.2020	Helicopter Film Services Pty Ltd T/A Heli Spirit	KTVC Tours - 11/09/20	390.00
EFT79783	13.11.2020	Home Hardware Karratha (Sahajanand Civil Pty Ltd T/as)	General Hardware Items - Various Small Repairs	448.96
EFT79784	13.11.2020	International Speakers Group Pty Ltd	2020 Annual Community Sports Awards - 27/11/20 - Nic Naitanui - 50% Deposit	6,171.00

Chq/EFT	Date	Name	Description	Amount
EFT79785	13.11.2020	Integrity Coach Lines (Aust) Pty Ltd	KTVC Tours - 16-31 October 2020	969.74
EFT79786	13.11.2020	Intent Building Contracting Pty Ltd	TC Damien - Staff Housing - Remove & Dispose of Damaged Shade-cloth	401.50
EFT79787	13.11.2020	Karratha Signs	Plant - Controlled Waste Magnetic Signage	495.00
EFT79788	13.11.2020	Jolly Good In Car Audio and Entertainment T/A Jolly Good Auto Electric	Plant Parts for Repairs	231.00
EFT79789	13.11.2020	Karratha Glass Service	Tambrey Pavilion - Supply 2 x Glass showcase locks	86.90
EFT79790	13.11.2020	Keyspot Services	Community Programs - 3 x magnetic name badges for library staff	60.00
EFT79791	13.11.2020	Kwik Kopy Printing Centre	Stock - DLX Window Secretive Envelopes (Box/500), Business Cards for Manager	1,174.11
EFT79792	13.11.2020	Komatsu Australia Pty Ltd	Plant Parts for Repairs	1,779.52
EFT79793	13.11.2020	Sonic Healthplus Pty Ltd	Medical Consultations	279.40
EFT79794	13.11.2020	Karratha Lottery Centre & Newsagency	Card for Staff Member Leaving	8.00
EFT79795	13.11.2020	Karratha Machinery Hire	Machinery Hire Charges - Various	10,565.50
EFT79796	13.11.2020	Kurrajong Collective Pty Ltd Atf The Wood-Hill Family Trust	WWTP - Plumbing Labour to Replace Pump Pipes	1,786.40
EFT79797	13.11.2020	Dorsett Retail Pty Ltd T/A Karratha Retravisio	TBW/WCH - Washer / Dryer	1,093.00
EFT79798	13.11.2020	Karratha Painting Pty Ltd	TC Damien - Staff Housing Repairs (Various Locations)	6,668.20
EFT79799	13.11.2020	Karratha Kite School (C Fremion & J.T Hall t/as)	KTVC Tours - Oct 2020	1,220.00
EFT79800	13.11.2020	Karratha Falcons Football & Sporting Club - Women's	COVID Community Assistance	1,000.00
EFT79801	13.11.2020	Landgate	Monthly Valuation Schedules	931.31
EFT79802	13.11.2020	Leidos Security Detection & Automation Australia Group Pty Ltd	Kta Airport - Preventative Maintenance Agreement for Screening Equipment X-Ray & CBS Machine - Oct 2020	5,909.48
EFT79803	13.11.2020	Local Geotechnics (The Trustee for R & R Consultants Trust t/as)	Bayly Ave - Design for Subgrade Improvement	880.00
EFT79804	13.11.2020	Metro Count	Traffic Control - Welded battery packs for Traffic Counters	198.00
EFT79805	13.11.2020	MM Electrical Merchandising	Footpath Works - Pit Lid to Suit Type 99, Depot - White Indoor Test & Tag Rolls	691.68
EFT79806	13.11.2020	Madken Holdings Pty Ltd (t/a Washroom Accessories)	Rec Club Toilets - 2x Replacement Strap for Baby Change Table - Blue	115.30
EFT79807	13.11.2020	Melon Heart	KTVC Merchandise Sales - to Sept 2020	98.60
EFT79808	13.11.2020	Minprovis International Pty Ltd	Plant - Weld & Machine Shaft	603.57
EFT79809	13.11.2020	NBS Signmakers	Signage 750x750mm Triangular Give Way Signs, Waste - Pole Brackets/Screws	727.65
EFT79810	13.11.2020	NYFL Commercial Pty Ltd	Catering for Strategic Planning Day 30/10/20, Airport - Safety Week Catering for Table Top Exercise	587.40
EFT79811	13.11.2020	Ixom Operations Pty Ltd (Orica)	Cylinder Rental / Refills - Various	470.24
EFT79812	13.11.2020	Oceanis International Pty Ltd	WRP Pool Remediation Works - Lead Superintendent - Sept - Oct 2020	6,600.00
EFT79813	13.11.2020	OneMusic Australia	REAP - Cinema Licence quarter payment 1 July to 30 September 2020	143.02
EFT79814	13.11.2020	OTR Tyres (TKPH Pty Ltd)	Plant Repairs - Various	742.50

Chq/EFT	Date	Name	Description	Amount
EFT79815	13.11.2020	Hanson Construction Materials Pty Ltd	Lawson Dr & Boolgeeda Ct - Stabilised Sand 6% delivered	7,540.72
EFT79816	13.11.2020	Pilbara Distributors Pty Ltd	Stock - Detergent, Staff Housing - Gas Bottle Replacement	391.20
EFT79817	13.11.2020	The Paper Company Of Australia Pty Ltd	Stock - A4 Paper 80gsm Pure White (5 reams/box)	2,613.61
EFT79818	13.11.2020	Prompt Contracting And Fencing Pty Ltd	7 Mile - Make & Deliver Trash Screens	38,280.00
EFT79819	13.11.2020	Pitter Pat Productions Incorporated	Creative Collective Fee Instalment #1	2,000.00
EFT79820	13.11.2020	Powerlift Industries (Healestek Pty Ltd)	Machinery Hire Charges - Various	6,688.00
EFT79821	13.11.2020	PTM Pilbara Traffic Management Pty Ltd	Plant - Traffic Management during Recovery of Rolled Vehicle (cnr Madigan Rd & NW Hwy)	2,504.70
EFT79822	13.11.2020	Mitsubishi Motors - Pilbara (Bluff Knoll Auto Pty Ltd t/as)	Plant Repairs - Various	88.00
EFT79823	13.11.2020	Hayden Allan John Pratt	KTVC - Pilbara pens for sale at the retail shop	170.00
EFT79824	13.11.2020	Profix Glass Karratha Pty Ltd	REAP - Replace 5 x Damaged Glass Panels	12,161.99
EFT79825	13.11.2020	Pilbara Tourism Association	Business Development Support Grant - Destination Pilbara Marketing Masterclass	20,000.00
EFT79826	13.11.2020	Gino's Soft Serve (VSV Family Trust t/as)	TYS - Friday Night Live - 100 Ice Cream / Slushies On The 16/10/2020	800.00
EFT79827	13.11.2020	Quilts By Robyn	KTVC Merchandise Sales - to June 2020	70.00
EFT79828	13.11.2020	Repco Auto Parts (GPC Asia Pacific)	Plant Parts for Repairs	380.88
EFT79829	13.11.2020	Fuel Trans Australia Pty Ltd T/a Recharge Petroleum	Bulk Diesel Stock - delivered to Ops Centre & Waste Tanks	28,596.76
EFT79830	13.11.2020	Richose Pty Ltd	Plant Parts for Repairs	433.34
EFT79831	13.11.2020	Reef Seeker Charters (Tammy Louise Tennant t/as)	KTVC Tours - October 2020	1,200.00
EFT79832	13.11.2020	Statewide Bearings	Plant Parts for Repairs	220.16
EFT79833	13.11.2020	Kmart Karratha	WRF - Craft Supplies Term 4 Programming, Youth Advisory Group Stationery Items	267.60
EFT79834	13.11.2020	Sunstone Design	18 Winyama Rd - Service Faulty Blinds in Living Room	181.50
EFT79835	13.11.2020	Shire Of Wyndham - East Kimberley	Certificate of Design Compliance Building Applications	134.81
EFT79836	13.11.2020	Designa Sabar Pty Ltd	Kta Airport Carpark - R780200320 Multicon	12,618.64
EFT79837	13.11.2020	Securepay Pty Ltd	REAP Ticketing - Payment Gateway Processing Fees for Internet Payments - October 2020	148.34
EFT79838	13.11.2020	Seaview Orthotics	Stock - Litter Pickers (Ranger Max)	298.15
EFT79839	13.11.2020	Scope Business Imaging	Photocopier/Printer Charges / Various	389.21
EFT79840	13.11.2020	Scott Printers Pty Ltd	Youth Services Term 4 Flyer	1,025.20
EFT79841	13.11.2020	Sanity Music Stores Pty Ltd	Library - New Resources	863.79
EFT79842	13.11.2020	Skipper Transport Parts	Plant Parts for Repairs	47.27
EFT79843	13.11.2020	Northwest Trophies & Engraving	Kta Airport - Engraved S/Steel Plaques	132.00
EFT79844	13.11.2020	Statewide Cleaning Supplies Pty Ltd	Stock - Toilet Paper Roll Dispenser S/S - Jumbo	602.73
EFT79845	13.11.2020	Supagas Pty Ltd	Staff Housing - Annual Gas Bottle Service Charge	22.50
EFT79846	13.11.2020	T-Quip	Plant Parts for Repairs	985.50
EFT79847	13.11.2020	Trasan Contracting Pty Ltd	TC Damien - Staff Housing - Repairs	12,634.00
EFT79848	13.11.2020	Illion Tenderlink (Illion Australia Pty Ltd t/as)	Tender Advertising	172.70

Chq/EFT	Date	Name	Description	Amount
EFT79849	13.11.2020	Tyrepower Karratha ( Jollys Autocentre Pty Ltd )	Plant Repairs - Various	916.00
EFT79850	13.11.2020	Cleanaway Pty Ltd	Bin/Rubbish Collections - October 2020, Various Locations	1,390.62
EFT79851	13.11.2020	Pilbara Iron Company Services Pty Ltd (Rio Tinto)	Electricity Usage Charges	2,943.83
EFT79852	13.11.2020	Telstra Corporation Ltd	Telephone Usage Charges	6,122.68
EFT79853	13.11.2020	Horizon Power	Electricity Usage Charges	128,466.11
EFT79854	13.11.2020	Water Corporation	Water Usage Charges	47,110.27
EFT79855	13.11.2020	Neverfail Springwater Ltd - WWTP	KTA Airport - 15L Spring Water Bottles	25.25
EFT79856	13.11.2020	D Canavan	Reimbursement - Security Subsidy Scheme	399.50
EFT79857	13.11.2020	Global Security Management (WA)	KLP - Nightly Security Patrols - April/June 2020	6,553.80
EFT79858	13.11.2020	A & R McKay	Reimbursement as per caretaker agreement - Fuel	605.56
EFT79859	10.11.2020	City Of Karratha	Nickol Bay BFB - Commercial / Industrial Waste Service Charges	342.10
EFT79860	13.11.2020	Tropical Pools (ttf Prestige Projects Trust t/as)	WAC - Pool Remediation Works Progress Claim #5	427,323.16
EFT79861	13.11.2020	Yurra Pty Ltd	Andover Park Redevelopment (RFT 11-19/20) - Progress Claim #4	388,718.72
EFT79862	12.11.2020	City Of Karratha	Payroll deductions	1,096.30
EFT79863	12.11.2020	T Swetman - (Mortgage Account)	Home Ownership Allowance	555.00
EFT79864	12.11.2020	T Corfield & L Royal (Mortgage Account)	Home Ownership Allowance	225.00
EFT79865	12.11.2020	L Gan - (Mortgage Account)	Home Ownership Allowance	750.00
EFT79866	12.11.2020	C Gorman (Mortgage Account)	Home Ownership Allowance	400.00
EFT79867	12.11.2020	P Heekeng - (Mortgage Account)	Home Ownership Allowance	350.00
EFT79868	12.11.2020	S Kot (Mortgage Account)	Home Ownership Allowance	870.00
EFT79869	12.11.2020	C King (Mortgage Account)	Home Ownership Allowance	350.00
EFT79870	12.11.2020	Maxxia Pty Ltd	Payroll deductions	48,967.92
EFT79871	12.11.2020	N Milligan - (Mortgage Account)	Home Ownership Allowance	479.64
EFT79872	12.11.2020	J Patel (Mortgage Account)	Home Ownership Allowance	300.00
EFT79873	12.11.2020	E Saral ( Mortgage Account )	Home Ownership Allowance	625.00
EFT79874	12.11.2020	A Virkar (Mortgage Account)	Home Ownership Allowance	300.00
EFT79875	18.11.2020	Australian Taxation Office	Payroll deductions	295,507.00
EFT79876	18.11.2020	Child Support Agency	Payroll deductions	1,876.17
EFT79877	17.11.2020	Pindan Realty Pty Ltd	Deposit - Land Purchases	4,000.00
78673	11.11.2020	City Of Karratha	REAP Events Float - Reinstate from COVID (3 x \$500)	1,500.00
78674	13.11.2020	Dept Of Planning & Infrastructure - Plates	Plates - 1975K	200.00
DD39126.1	28.10.2020	Wa Super ( Formerly Walgsp)	Payroll deductions	94,776.19
DD39126.10	28.10.2020	VicSuper	Superannuation contributions	241.82
DD39126.11	28.10.2020	100F Lifetrack Personal Superannuation	Superannuation contributions	1,022.65

Chq/EFT	Date	Name	Description	Amount
DD39126.12	28.10.2020	HostPlus Superannuation	Payroll deductions	10,954.08
DD39126.13	28.10.2020	JR Superannuation Fund	Superannuation contributions	521.47
DD39126.14	28.10.2020	Essential Super	Superannuation contributions	1,528.40
DD39126.15	28.10.2020	ANZ Smart Choice Super	Superannuation contributions	1,595.76
DD39126.16	28.10.2020	QSUPER	Superannuation contributions	604.18
DD39126.17	28.10.2020	Asgard Superannuation	Superannuation contributions	428.92
DD39126.18	28.10.2020	Club Plus Superannuation Scheme	Superannuation contributions	76.37
DD39126.19	28.10.2020	Prime Super	Superannuation contributions	675.19
DD39126.2	28.10.2020	AMP Flexible Lifetime Superannuation Fund	Payroll deductions	2,539.16
DD39126.20	28.10.2020	AMIST SUPER ( Australian Meat Industry Superannuation Trust )	Superannuation contributions	564.05
DD39126.21	28.10.2020	BT Business Super	Superannuation contributions	506.99
DD39126.22	28.10.2020	REI Superannuation	Superannuation contributions	35.30
DD39126.23	28.10.2020	Superwrap Personal Super Plan	Superannuation contributions	1,384.44
DD39126.24	28.10.2020	AMG Super	Superannuation contributions	523.57
DD39126.25	28.10.2020	MLC Wrap Super	Superannuation contributions	868.60
DD39126.26	28.10.2020	Commonwealth SuperSelect	Superannuation contributions	478.73
DD39126.27	28.10.2020	Care Super	Superannuation contributions	478.73
DD39126.28	28.10.2020	Cbus	Payroll deductions	2,560.91
DD39126.29	28.10.2020	Twusuper	Superannuation contributions	481.77
DD39126.3	28.10.2020	Wealth Personal Superannuation & Pension Fund (SPARKS)	Payroll deductions	960.99
DD39126.30	28.10.2020	AMP Superleader	Superannuation contributions	950.82
DD39126.31	28.10.2020	ING Direct Superannuation Fund	Superannuation contributions	1,003.19
DD39126.32	28.10.2020	BT Funds Management	Superannuation contributions	720.72
DD39126.33	28.10.2020	Mercer Superannuation (australia) Pty Ltd	Superannuation contributions	200.29
DD39126.34	28.10.2020	Netwealth Superannuation	Payroll deductions	1,580.58
DD39126.35	28.10.2020	TOM & KIM WALSH SUPER FUND	Superannuation contributions	33.85
DD39126.36	28.10.2020	Energy Industries Superannuation Fund	Superannuation contributions	223.75
DD39126.37	28.10.2020	BT Super For Life	Superannuation contributions	804.69
DD39126.38	28.10.2020	Unisuper	Superannuation contributions	508.33
DD39126.39	28.10.2020	Tasplan	Superannuation contributions	305.00
DD39126.4	28.10.2020	Local Government Superannuation-SYDNEY	Superannuation contributions	1,355.21
DD39126.40	28.10.2020	Vision Super	Superannuation contributions	752.21
DD39126.41	28.10.2020	BT Panorama Superannuation	Superannuation contributions	193.09
DD39126.42	28.10.2020	ENERGY SUPER	Superannuation contributions	470.81
DD39126.43	28.10.2020	EQUIPSUPER	Superannuation contributions	437.19
DD39126.44	28.10.2020	Sunsuper Pty Ltd	Payroll deductions	4,056.22
DD39126.45	28.10.2020	Australian Super	Superannuation contributions	15,022.36
DD39126.46	28.10.2020	Hesta Superannuation	Superannuation contributions	3,915.30
DD39126.47	28.10.2020	Macquarie Super - Hounsham (Jewkes)	Superannuation contributions	640.26
DD39126.48	28.10.2020	First State Super	Superannuation contributions	783.73

Chq/EFT	Date	Name	Description	Amount
DD39126.5	28.10.2020	AMP Super Directions Fund	Superannuation contributions	920.06
DD39126.6	28.10.2020	J & S Pryor Super Fund	Superannuation contributions	292.07
DD39126.7	28.10.2020	Colonial First State Firstchoice Super	Superannuation contributions	667.42
DD39126.8	28.10.2020	Rest Superannuation	Payroll deductions	7,498.65
DD39126.9	28.10.2020	CBA Superannuation Savings Account	Payroll deductions	971.54
DD39187.1	28.10.2020	Wa Super ( Formerly Walgsp)	Superannuation contributions	99.15
DD39172.1	31.10.2020	First State Super	Cancelled Payment	-238.20
DD39172.2	31.10.2020	VicSuper	Re-direction Super FE 02/09/2020	238.20
DD39177.1	31.10.2020	Wa Super ( Formerly Walgsp)	Cancelled Payment	-87.00
DD39192.1	10.11.2020	Bond Administrator	Security & Pet Bond - Residential Housing Lease - Dept of Communities	3,860.00
DD39231.1	11.11.2020	Wa Super ( Formerly Walgsp)	Payroll deductions	92,088.35
DD39231.10	11.11.2020	VicSuper	Superannuation contributions	241.82
DD39231.11	11.11.2020	100F Lifetrack Personal Superannuation	Superannuation contributions	1,195.34
DD39231.12	11.11.2020	HostPlus Superannuation	Payroll deductions	11,552.40
DD39231.13	11.11.2020	JR Superannuation Fund	Superannuation contributions	508.33
DD39231.14	11.11.2020	Essential Super	Superannuation contributions	1,321.87
DD39231.15	11.11.2020	ANZ Smart Choice Super	Superannuation contributions	1,642.01
DD39231.16	11.11.2020	QSUPER	Superannuation contributions	495.77
DD39231.17	11.11.2020	Asgard Superannuation	Superannuation contributions	305.00
DD39231.18	11.11.2020	Prime Super	Superannuation contributions	712.65
DD39231.19	11.11.2020	AMIST SUPER ( Australian Meat Industry Superannuation Trust )	Superannuation contributions	613.11
DD39231.2	11.11.2020	AMP Flexible Lifetime Superannuation Fund	Payroll deductions	2,789.44
DD39231.20	11.11.2020	REI Superannuation	Superannuation contributions	95.81
DD39231.21	11.11.2020	AMG Super	Superannuation contributions	523.57
DD39231.22	11.11.2020	MLC Wrap Super	Superannuation contributions	868.60
DD39231.23	11.11.2020	Superwrap Personal Super Plan	Superannuation contributions	1,298.52
DD39231.24	11.11.2020	Commonwealth SuperSelect	Superannuation contributions	478.73
DD39231.25	11.11.2020	Care Super	Superannuation contributions	484.81
DD39231.26	11.11.2020	Cbus	Payroll deductions	2,560.91
DD39231.27	11.11.2020	BT Business Super	Superannuation contributions	485.49
DD39231.28	11.11.2020	Twusuper	Superannuation contributions	481.77
DD39231.29	11.11.2020	AMP Superleader	Superannuation contributions	912.17
DD39231.3	11.11.2020	Wealth Personal Superannuation & Pension Fund (SPARKS)	Payroll deductions	960.99
DD39231.30	11.11.2020	ING Direct Superannuation Fund	Superannuation contributions	1,010.46
DD39231.31	11.11.2020	BT Funds Management	Superannuation contributions	678.72
DD39231.32	11.11.2020	Mercer Superannuation (australia) Pty Ltd	Superannuation contributions	123.92
DD39231.33	11.11.2020	TOM & KIM WALSH SUPER FUND	Superannuation contributions	77.41
DD39231.34	11.11.2020	Netwealth Superannuation	Payroll deductions	1,580.58

Chq/EFT	Date	Name	Description	Amount
DD39231.35	11.11.2020	Energy Industries Superannuation Fund	Superannuation contributions	447.49
DD39231.36	11.11.2020	Christian Super	Superannuation contributions	69.17
DD39231.37	11.11.2020	BT Super For Llife	Superannuation contributions	687.68
DD39231.38	11.11.2020	Unisuper	Superannuation contributions	508.33
DD39231.39	11.11.2020	Tasplan	Superannuation contributions	305.00
DD39231.4	11.11.2020	Local Government Superannuation- SYDNEY	Superannuation contributions	1,355.21
DD39231.40	11.11.2020	Vision Super	Superannuation contributions	752.21
DD39231.41	11.11.2020	BT Panorama Superannuation	Superannuation contributions	180.12
DD39231.42	11.11.2020	ENERGY SUPER	Superannuation contributions	470.81
DD39231.43	11.11.2020	EQUIPSUPER	Superannuation contributions	606.88
DD39231.44	11.11.2020	Sunsuper Pty Ltd	Payroll deductions	4,124.60
DD39231.45	11.11.2020	Australian Super	Superannuation contributions	15,169.48
DD39231.46	11.11.2020	Hesta Superannuation	Superannuation contributions	3,904.65
DD39231.47	11.11.2020	Macquarie Super - Hounsham (Jewkes)	Superannuation contributions	640.26
DD39231.48	11.11.2020	First State Super	Superannuation contributions	956.29
DD39231.5	11.11.2020	AMP Super Directions Fund	Superannuation contributions	806.47
DD39231.6	11.11.2020	J & S Pryor Super Fund	Superannuation contributions	335.29
DD39231.7	11.11.2020	Colonial First State Firstchoice Super	Superannuation contributions	942.31
DD39231.8	11.11.2020	Rest Superannuation	Payroll deductions	7,350.34
DD39231.9	11.11.2020	CBA Superannuation Savings Account	Payroll deductions	1,128.30
DD39266.1	11.11.2020	Asgard Superannuation	Superannuation contributions	61.69

4,901,235.35

Payroll

03.11.2020	City of Karratha	Wages - Redirection	409.41
09.11.2020	City of Karratha	Wages - Termination Payment	8,205.09
12.11.2020	City of Karratha	Payroll F/N Ending: 11/11/2020	857,978.78
17.11.2020	City of Karratha	Wages - Termination Payment	1,708.54

868,301.82

**Total Payments:**

**5,769,537.17**

**10.3 KEY PERFORMANCE MEASURES FOR QUARTER 1 OF 2020-21**

**File No:** CM.89  
**Responsible Executive Officer:** Director Corporate Services  
**Reporting Author:** Manager Governance & Organisational Strategy  
**Date of Report:** 30 November 2020  
**Applicant/Proponent:** Nil  
**Disclosure of Interest:** Nil  
**Attachment(s):** Nil

**PURPOSE**

To provide Council with an update on the Quarter 1 (July – September 2020) performance against the Operational Plan 2020-21.

**BACKGROUND**

A major review was undertaken of the City’s Strategic Community Plan, Corporate Business Plan, Operational Plan and KPIs in June 2020.

There are four strategic themes in the Strategic Community Plan 2020-2030 that are delivered through 151 Key Programs and Services outlined in the Corporate Business Plan. These are in turn delivered through 280 ongoing projects and actions, which are reported against 90 performance measures introduced at periodic intervals throughout the year as certain triggers are reached.

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

Strategic Theme	Programs & Services	Projects & Actions	Performance Measures
Our Community	55	143	35
Our Economy	19	34	11
Our Environment	37	45	11
Our Leadership	40	58	33
TOTAL	151	280	90

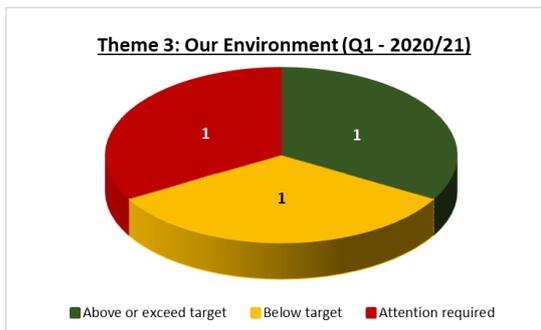
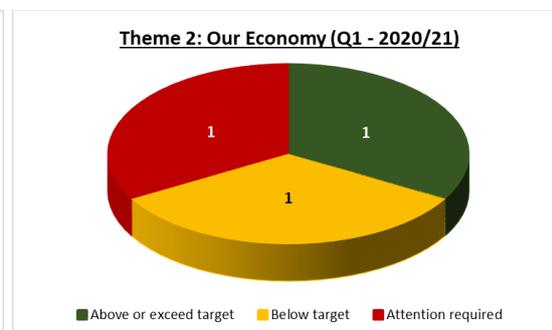
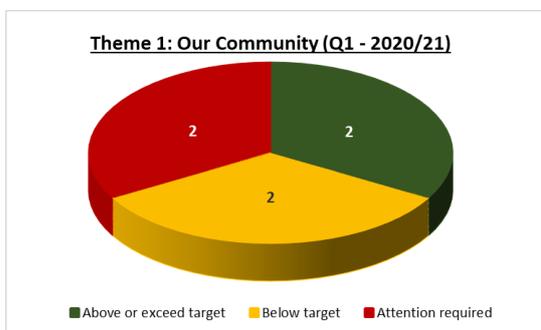
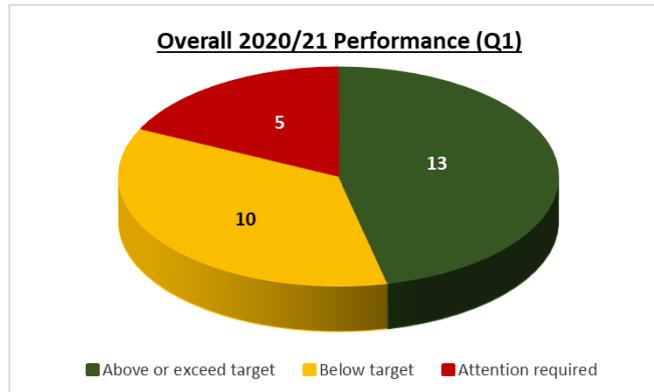
One of the processes supporting the Integrated Strategic Planning (ISP) Framework is quarterly reporting against the performance measures to monitor organisational performance and respond to changing priorities.

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

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

**Quarter 1 Performance Measures**

Out of a total 90 performance measures, 28 KPIs are measured this quarter. The results for Quarter 1 are indicated below:



23 (82.1%) of the Quarter 1 performance measures exceeded the target or were within tolerance levels, including:

- KLP memberships continue to increase and sit at a record high of 1,816 patrons. Cross promotion of services in the eastern corridor has also netted a 48% increase in attendances at the Roebourne Aquatic Centre to 1,484 due to slightly warmer temperatures in August and September and the partial closure of the Wickham Aquatic Centre.
- Library attendances are up across the Better Beginnings Programs targeting 0-5 year olds. 1,948 attendances were recorded, up 39% on targets, attributable to the Roebourne outreach program, running Rhyme-time and Story-time sessions and an increase in school visits.
- Green waste continues to be 100% diverted from landfill and is set aside for shredding.
- No lost time injuries were recorded for the quarter.
- 7,633 incoming phone calls were received for the quarter by the Customer Service team with 63% of enquiries being resolved by the team without need for further referral.
- Rangers have dealt with 1,738 action requests for the quarter.

- 96% of 2,227 incoming enquiries for the quarter received through the Report It app, phone or over the counter have been completed.

Five (17.9%) of the Quarter 1 performance measures require attention. The table below highlights the areas of attention:

Theme	Program / Service	Measure	Shortfall in Performance	Comments/Corrective Action
Our Community – Inclusive and Engaged	1.d.1.6 Environmental Health Services	1.d.1.6.a Inspect 40 public health premises per month.	Target: 120 Q1 Outcome: 65	Routine inspections have been impacted by COVID-19 and social distancing rules. The level of inspections will begin to increase from Q2.
	1.f.1.2 Social Media Monitoring	1.f.1.2.a Number of Facebook engagements (likes, comments or shares) per quarter	Target: 60,000 Q1 Outcome: 39,017	Lower than usual engagements off the back of a period of particularly high engagements due to COVID-19 and cyclone activity. High engagement topics this quarter included the Cossack Art Awards, stallholder policy review, and the visit by WA Premier Mark McGowan.
Our Economy – Well managed and diversified	2.c.1.1 Planning Services	2.c.1.1.a Supply of undeveloped residential zoned land that can be subdivided / developed	Target: 300 ha Q1 Outcome: 180.8 ha	Approval for the Mulataga Structure Plan is expected next quarter. This will add another 170 ha to the total, which will exceed the KPI of 300 ha.
Our Environment – Thriving and Sustainable	3.c.2.3 Resource Recovery	3.c.2.3.b Percentage of residential waste diverted from landfill	Target: 40% Q1 Outcome: 31%	1.2t of residential waste received for the quarter and 0.4t diverted from landfill. A significant drop in residential green waste was noted for the quarter. The City will continue to promote its free green waste and recycling service at 7 Mile Waste Facility to residents.
Our Leadership – Proactive and Accountable	4.e.1.1 Customer Service	4.e.1.1.e Assess all planning applications within the statutory time frames	Target: 100% Q1 Outcome: 93.3%	56 of 60 development applications were determined within the statutory timeframe. Average processing timeframe for 2020 YTD is 27 days.

**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 identifying Council’s effectiveness and capability to perform across all of its service areas.

**COUNCILLOR/OFFICER CONSULTATION**

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

**COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

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

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

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

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council's approved Strategic Community Plan 2020-2030 and Corporate Business Plan 2020-2025. In particular, the Operational Plan 2020-2021 provided for this activity:

- Our Programs/Services: 4.a.2.1 Integrated Strategic Planning
- Our Projects/Actions: 4.a.2.1.19.1 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**

There are no risk management considerations applicable. The level of risk to the City is considered to be as follows:

Category	Risk level	Comments
Health	N/A	Nil
Financial	N/A	Nil
Service Interruption	Low	Recovery from TC Damien and COVID-19 have impacted on service delivery and there is a gradual resumption of services across all work areas noting some services are restricted by social distancing rules associated with large gatherings and events. Virtually all sites are now at or near 100% operational capacity.
Environment	N/A	Nil
Reputation	Low	There are reputational risks associated if Council does not deliver on commitments in the Strategic Community Plan, Corporate Business Plan and Operational Plan.
Compliance	Low	Whilst there are no statutory obligations for quarterly performance reporting, the regular reporting throughout the year assists in assessing performance of service areas and highlights the need for any remedial action where it is required.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

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

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**

Option 1

As per Officer's recommendation.

Option 2

That Council by Simple Majority pursuant to Section 5.56(1) of the *Local Government Act 1995* and Regulation 19DA of the *Local Government (Administration) Regulations 1996* RESOLVES to DEFER consideration of the Quarter 1 Performance Report for 2020/21.

**CONCLUSION**

The Quarter 1 Performance Report summarises the performance of the City in relation to goals set at the start of the financial year. This report confirms that 82.1% of the 28 performance measures were achieved or substantially achieved in Quarter 1 as at 30 September 2020.

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**OFFICER'S RECOMMENDATION**

That Council by **SIMPLE** Majority pursuant to Section 5.56(1) of the *Local Government Act 1995* and Regulation 19DA of the *Local Government (Administration) Regulations 1996* RESOLVES to RECEIVE the Quarter 1 Performance Report for 2020/21.



## 11 COMMUNITY SERVICES

### 11.1 DRAFT AGE FRIENDLY STRATEGY

<b>File No:</b>	<b>CR.83</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>A/Engagement Coordinator – Community and Industry</b>
<b>Date of Report:</b>	<b>18 November 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Draft Age Friendly Strategy 2020-25</b>

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#### **PURPOSE**

For Council to consider approving the draft Age Friendly Strategy 2020-2025 (the Strategy) for the purpose of public consultation.

#### **BACKGROUND**

In response to an ageing population worldwide, the World Health Organisation (WHO) promotes *Age Friendly Cities and Communities*. This initiative supports the health and social inclusion of a city's older residents and has been supported by a number of Councils throughout Australia, in the form of local Age Friendly Strategies. These strategies have been guided by the WHO's eight categories for Age Friendly Cities, which are:

- Social participation;
- Outdoor spaces and buildings;
- Communication and information;
- Transport;
- Civic participation and employment;
- Respect and social inclusion;
- Community and health services; and
- Housing.

Council requested that the City prepare an Age Friendly Strategy for the City of Karratha. 161 community members and industry stakeholders were consulted in the development of the draft strategy, which is attached for Council's consideration before any further public comment is sought.

The draft Strategy sets out four priority areas for action, as follows:

- Accessibility;
- Engagement;
- Healthcare; and
- Housing.

To address these four priority areas for action the draft Strategy identifies 11 initiatives designed to achieve a set of 14 outcomes. Priority areas and associated outcomes are summarised below.

Priority Area	Outcomes
<b>Accessibility;</b> including footpaths, universal toilets, seniors parking and transport to leisure and medical appointments.	<ul style="list-style-type: none"> <li>• Older people have opportunities to attend all City events.</li> <li>• Older people have opportunities to participate in a variety of social and recreational activities.</li> <li>• Older people have access to all buildings in the City of Karratha.</li> <li>• Older people have access to City of Karratha information in a range of formats, including online and in print.</li> <li>• There is adequate walkability across the City of Karratha and it is maintained to a high standard.</li> </ul>
<b>Engagement;</b> including activities, information sessions, consultation and on-country trips.	<ul style="list-style-type: none"> <li>• Older people are empowered to access a range of volunteer opportunities in the region.</li> <li>• Older people have opportunities to be heard on issues and decisions that affect them.</li> <li>• Older people are regularly consulted by the City of Karratha on how to better cater to their needs.</li> <li>• The achievements and community contribution of our older residents are recognised and celebrated.</li> </ul>
<b>Healthcare;</b> including improved access to a range of health care services such as oncology, palliative care and rehabilitation services.	<ul style="list-style-type: none"> <li>• City of Karratha service delivery has considered and adapted to the needs of older people.</li> <li>• Service provision is enhanced/improved.</li> <li>• Senior’s connection and access to services is enhanced/improved.</li> </ul>
<b>Housing;</b> including improved access to a ranges of purpose built housing and lifestyle retirement options.	<ul style="list-style-type: none"> <li>• Improved access to suitable and affordable housing and accommodation options is advocated for.</li> <li>• Older people have opportunities to retire and remain in the City of Karratha.</li> </ul>

**LEVEL OF SIGNIFICANCE**

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

The Strategy also relates to Regional Development Australia’s (RDA) North West Ageing and Aged Care Strategy (2017), and the Pilbara Development Commission’s Situational Analysis of Aged Care in the Pilbara (2011).

**COUNCILLOR/OFFICER CONSULTATION**

Consultation has taken place from January 2020 to present. Consultation was undertaken with Council through briefing sessions and the Mayor and Officers have been involved in the development of this draft Strategy.

**COMMUNITY CONSULTATION**

During 2020, the Officers worked in collaboration with local seniors, industry stakeholders and community groups/sporting clubs to develop the draft Age Friendly Strategy 2020-2025. Detail on the number of community members and service providers who offered input is provided in the attachment.

Officers consulted in the following ways:

- Senior’s conversation cafes;
- Age Friendly focus groups;
- Surveys to community groups; and
- Meetings with local industry stakeholders.

If approved by Council, the draft Age Friendly Strategy 2020-2025 will be advertised for one month and the below community engagement activities in accordance with the International Association for Public Participation (IAP2) Spectrum are proposed:

Who	How	When	What	Outcome
Older/Senior residents	Print and social media, display on the City’s website and in the City’s libraries, invite feedback via direct email.	January 2021	Consult	To gather feedback and invite further advice on the draft 2020-2025 Strategy.
All residents	Print and social media, display on the City’s website and in the City’s libraries.	January 2021	Involve	
Local Community Groups, Sporting Clubs and Not-for-Profits	Print and social media, display on the City’s website and in the City’s libraries, invite feedback via direct email, meetings with groups as required.	January 2021	Consult	
Industry Stakeholders	Print and social media, display on the City’s website and in the City’s libraries, invite feedback via email, meetings with stakeholders.	January 2021	Consult	

Subject to approval the draft Strategy is intended to be advertised as follows:

- Advertisement on print and social media;
- Advertisement on City website;
- Displayed in the City’s libraries;
- Meetings with key stakeholders; and
- Emailed directly to seniors and key stakeholders.

**STATUTORY IMPLICATIONS**

There are no statutory implications.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

The cost to advertise the draft Strategy will be met through the City’s existing operating budget.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council’s approved Strategic Community Plan 2020-2030. In particular, the Operational Plan 2020-2021 provided for this activity:

Programs/Services:	1.c.1.2	Community Engagement
Projects/Actions:	1.c.1.20.2	Develop an Aged-Friendly Strategy

**RISK MANAGEMENT CONSIDERATIONS**

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	N/A	Nil
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Low	Strategy development has been driven by the community. Community expect Council to endorse an Age Friendly Strategy.
Compliance	N/A	Nil

**IMPACT ON CAPACITY**

The capacity to implement the recommendation will be met through the City’s existing operating budget and resources.

**RELEVANT PRECEDENTS**

There are no relevant precedents related to this matter.

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 5.56 (1) of the *Local Government Act* RESOLVES to APPROVE the draft Age Friendly Strategy for the purposes of a public comment period, with the following modifications:

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Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 (3) of the *Local Government Act 1995* RESOLVES to DEFER consideration of the draft Age Friendly Strategy pending further information.

**CONCLUSION**

In late 2019, the Council requested the development of a strategy for older residents. As a result of this the investigation of this strategy was included in the 2020/2021 Operational Plan. The draft Strategy has now been completed and outlines a clear framework that will guide the delivery of initiatives that meet the current and future needs of our ageing community. It is recommended that Council approve the draft Age Friendly Strategy for the purpose of public comment.

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**OFFICER'S RECOMMENDATION**

**That Council by SIMPLE Majority pursuant to Section 5.56 (1) of the *Local Government Act 1995* RESOLVES to ADVERTISE the draft Age Friendly Strategy for the purpose of public consultation, for one month via:**

- **Advertisement on print and social media;**
- **Advertisement on City website;**
- **Displayed in the City's libraries;**
- **Meetings with key stakeholders; and**
- **Emails directly to seniors and key stakeholders.**



## 11.2 FRANK BUTLER PAVILION

<b>File No:</b>	<b>CR.88</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Director Community Services</b>
<b>Date of Report:</b>	<b>19 November 2020</b>
<b>Applicant/Proponent:</b>	<b>Karratha Falcons Football and Sporting Club</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Frank Butler Pavilion - Proposed space to be leased</b>

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### **PURPOSE**

For Council to consider providing a lease to the Falcons Football and Sporting Club (Falcons) for the Frank Butler Sports Pavilion for an initial 12-month period, with the option of a 20-year lease thereafter.

### **BACKGROUND**

The City provides a range of sporting facilities for community groups which can be classified into the categories of Regional, District and Sub-District facilities. Each of these provide a different level of function, with the aim that they are fit for purpose in accordance with the descriptions below:

**Regional** – High level facilities/playing surfaces that cater for organised sport and is capable of hosting regional representative events or talent pathway competition (Karratha Leisureplex).

**District** – Principally designed for organised formal sport with a focus on club based activities and competitions (Windy Ridge, Kevin Richards Memorial, Bulgarra and Wickham Ovals).

**Sub-District** – Recreational and social focus that has the ability to be used for social and junior sport and sports training (Baynton West, Tambrey Ovals, Roebourne Recreation Precinct).

The City has invested significant funds over recent years to upgrade Bulgarra Oval to meet the standards of a District Level facility. A large part of this has been the development of the Frank Butler Pavilion, which was completed in January 2012 at a cost of \$4.6m.

Whilst the Pavilion is a heavily utilised facility and widely recognised as a quality community building the usage of the pavilion by the tenant sporting groups has not been as popular as anticipated, particularly with the major tenant Falcons. Feedback from this group is that the current management of the facility by the City and hiring out to a variety of users does not allow for a Clubroom facility and they do not feel connected to it. This is an issue that has been identified with similar facilities in other Local Government areas.

To resolve this issue and make it more attractive to the major user of Bulgarra Oval, Officers have been in discussions with the Falcons about the possibility of them taking over management of this facility through a lease. This arrangement would see the Club having a peppercorn lease for the Frank Butler Pavilion, except for the western change rooms which

the City would continue to manage. Under the proposed lease the Club would be responsible for all outgoings (power, water, rates) and minor maintenance/cleaning. They would also be responsible for hiring out the facility to other users and would be able to keep the income from those hires. The advantages of this arrangement are seen as:

- Formalising a sporting hub in Bulgarra and providing a “home” for these valued and popular sporting groups, including Football, Cricket, Rugby and Netball;
- Increased usage of the facility by Bulgarra Oval Sporting Tenants;
- Increases the capacity of Falcons to attract and retain membership;
- Provides the ability to create a more traditional “Clubhouse” by the groups;
- Creates stronger relationships between sporting groups;
- Ability for Falcons to raise funds through bar / kiosk facilities as well as some hire to compatible community groups; and
- The City would be released from the day to day management of the facility and the associated costs.

There would also be some potential disadvantages if this proposal was to proceed, and they include:

- Some existing Community Groups may be required to relocate to other more suitable facilities, such as church groups;
- There would be a loss of income to the City of approximately \$45,000 from the hire of the pavilion. It is expected that a portion of this would transfer to other City facilities;
- Unknown ability of Falcons to administer the facility; and
- Perception of favouring one group over another.

In regards to the above disadvantages they are mitigated by the following:

- There is capacity to accommodate some of the existing users to other City facilities;
- Falcons have agreed to work with the groups where there aren’t alternative facilities;
- The loss of income to the City would be offset by the reduced costs to manage the facility and some of the hire income would transfer to other City facilities;
- An initial term of 12 months is proposed to trial this arrangement. At the end of this trial any extension would be subject to the satisfaction of both parties; and
- Windy Ridge and Kevin Richards Memorial Oval already have Clubroom facilities. Discussions have commenced with Wickham Oval users about the need for a Clubroom facility.

#### **LEVEL OF SIGNIFICANCE**

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

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

Consultation has taken place with Council through the November Council Briefing Session. Officers have been consulted and provided feedback about the impacts of this proposal.

#### **COMMUNITY CONSULTATION**

Existing users of this facility have been consulted as part of this process.

Falcons are supportive of this approach and some of the other users have expressed concern about the availability of facilities for their activities. To mitigate these concerns the City is looking to relocate users to other facilities and where that is not possible Falcons have agreed to work those groups.

**STATUTORY IMPLICATIONS**

This is an exempt disposition under Regulation 30(2) of the Local Government (Functions and General) Regulations 1995.

This Reserve is subject to a Vesting Order with the Education Department. The establishment of a lease on this site will be subject to approval from the Department of Planning, Lands and Heritage.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

There is a potential loss of \$45,000 p.a. of hire revenue from this facility based on 2018/19 income. This loss will be offset by reduced management and cleaning costs for the City and hirers moving to other City facilities.

**STRATEGIC IMPLICATIONS**

This item is relevant with the City’s approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2020-2021 provides for this activity:

Programs/Services:            1. a.1.7    Community Facility Management.

**RISK MANAGEMENT CONSIDERATIONS**

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	N/A	Nil
Service Interruption	Low	Requirement of some groups to relocate to other facilities
Environment	N/A	Nil
Reputation	Low	Some groups may be unhappy with moving or having to deal with a different hirer
Compliance	N/A	Nil

**IMPACT ON CAPACITY**

This is the potential to create increased resourcing availability of staff by carrying out the Officer’s recommendation.

**RELEVANT PRECEDENTS**

A number of community groups including the Dampier Sharks Football and Sporting Club, Karratha Kats Football and Sporting Club, Nickol Bay Speedway Club, Karratha Country Club, Hampton Harbour Boat and Sailing Club and Karratha Scout Group currently operate and manage/own their facilities. The Dampier Sharks Football and Sporting Club Clubrooms will become a City facility as part of the Dampier Lands Transfer process.

The normal term for the lease of a facility of this type by Council is 21 years. This term provides the user group with the level of certainty required to commit to the investment required to operate these facilities. In this instance it has been recommended following consultation with Falcons that there is an initial 12-month trial period, followed by a 20-year lease.

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.58 of the *Local Government Act 1995* RESOLVES to MAINTAIN management of the Frank Butler Pavilion by the City of Karratha.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.58 of the *Local Government Act 1995* RESOLVES to OFFER a lease of the Frank Butler Sporting Pavilion to the Falcons Football and Sporting Club, subject to approval from the Department of Planning, Lands and Heritage, under the following terms:

Start Date:	15 <sup>th</sup> December 2020
Lease Terms:	12 months
Options:	5+5+5+5 years (subject to satisfaction of both parties)
Site:	Frank Butler Pavilion and Eastern Changerooms
Rent:	Peppercorn (\$10)
Outgoings:	Power/Water/Rates/Minor Maintenance and Cleaning

**CONCLUSION**

The Frank Butler Pavilion was completed in 2012 primarily to support the user groups of Bulgarra Oval. Whilst recognised as a quality community facility and popular with a range of users it has not been utilised as much as anticipated by sporting groups, particularly the major user of the oval the Falcons Football and Sporting Club. Feedback from the Club is that they do not feel connected to the facility due to the current management and hiring practices.

Officers have been discussing with the Club the opportunity to take over the management of the facility to establish a Clubroom at the ground which will cater for the sports of Football, Cricket, Rugby and Netball and potentially others into the future. It is felt that this management strategy will help create a sporting hub and home for those clubs that operate out of this area and assist them to retain and attract new members.

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**OFFICER’S RECOMMENDATION**

**That Council by SIMPLE Majority pursuant to Section 3.58 of the *Local Government Act 1995* RESOLVES to OFFER a lease of the Frank Butler Sporting Pavilion to the Falcons Football and Sporting Club, subject to approval from the Department of Planning, Lands and Heritage, under the following terms:**

<b>Start Date:</b>	<b>15<sup>th</sup> December 2020</b>
<b>Lease Terms:</b>	<b>12 months</b>
<b>Options:</b>	<b>20 years (subject to satisfaction of both parties)</b>
<b>Site:</b>	<b>Frank Butler Pavilion and Eastern Changerooms</b>
<b>Rent:</b>	<b>Peppercorn (\$10)</b>
<b>Outgoings:</b>	<b>Power/Water/Rates/Minor Maintenance and Cleaning</b>

**11.3 PROPOSED NEW FEE - INDOOR PLAY CENTRE**

**File No:** CR.16  
**Responsible Executive Officer:** Director Community Services  
**Reporting Author:** A/Manager Community Facilities  
**Date of Report:** 8 December 2020  
**Applicant/Proponent:** Nil  
**Disclosure of Interest:** Nil  
**Attachment(s):** Nil

**PURPOSE**

For Council to consider the additional new fee proposed for the Indoor Play Centre, effective from 24 December 2020.

**BACKGROUND**

The Indoor Play Centre relocation into the Tambrey Village Shopping Centre, has presented a unique opportunity to diversify its special ‘add on’ programs offering the community a service beyond the traditional play centre operations.

Specifically, the Indoor Play Centre is trialling (on Friday 11 December) a new special program, named ‘Date Night’ which permits parents/guardians to drop off their child to the play centre while they enjoy the Tambrey Shopping Village for a period of up to three hours. This trial has received high community praise and is likely to result in other ‘special’ programs that complement the Indoor Play Centre.

Beyond this trial, the new proposed fee is required to permit flexibility in Officer programming. While this new proposed fee is primarily in relation to the ‘Date Night’ program, Officers have flagged further special program development which would be possible with the new proposed fee.

The proposed fee was determined by Officers through comparison of services run by Council and other surrounding services. The new proposed fee is detailed below:

Account	Description	Proposed new fee (incl GST)
348720	Special Program per session (up to max, per session)	\$40.00

**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**

Officer consultation has taken place to determine the feasibility of this new proposed fee with benchmarking among Community Facilities.

**COMMUNITY CONSULTATION**

Local public notice of the new proposed fee and charge is required for a period not less than 7 days.

Community engagement activities in accordance with the iap<sup>2</sup> public participation spectrum process to inform are proposed as follows:

Who	How	When	What	Outcome
Community	Advertise in the local newspaper and on the City's website, noticeboards and on social media.	16 Dec 2020	New fee for Indoor Play Centre program	Give at least 7 days public notice of new fee.

**STATUTORY IMPLICATIONS**

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

Section 3A of the *Local Government (Administration) Regulations 1996* provides for requirements for local public notice (Act s. 1.7).

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

If Council approves the proposed amended fee, a minor increase in income is expected.

**STRATEGIC IMPLICATIONS**

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

Programs/Services:	4.c.1.1 1.a	Management Accounting Services Quality Community Facilities
Projects/Actions:	4.c.1.1.1  1.a.2	Conduct monthly and annual financial reviews and reporting Future facilities needs are planned for and developed in line with industry best practice

**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	New fee introduced by Council.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Low	There may be some comment on the City providing a service of this type.
Compliance	Low	Fee Amendments are permitted throughout the year as per Section 6.16 and 6.19 of the <i>Local Government Act</i> .

**IMPACT ON CAPACITY**

The capacity to implement the recommendation will be met through the City’s existing operating budget and resources.

**RELEVANT PRECEDENTS**

Council at the November 2020 budget review, endorsed Fees and Charges.

**VOTING REQUIREMENTS**

Absolute Majority.

**OPTIONS:**

Option 1

As per Officer’s recommendation.

Option 2

That Council by ABSOLUTE Majority pursuant to Section 6.16 and 6.19 of the *Local Government Act* RESOLVES to APPROVE the proposed amended fee of Indoor Play Centre - Special Program Sessions (up to max, per session) of \$40 subject to the following changes:

1. \_\_\_\_\_
2. \_\_\_\_\_

Option 3

That Council by ABSOLUTE Majority NOT APPROVE the proposed amended fee of Indoor Play Centre - Special Program Sessions (up to max, per session) of \$40.

**CONCLUSION**

The proposed new fee will support the Indoor Play Centre in adapting its ‘special add on’ programs as part of the relocation to the Tambrey Village Shopping Centre.

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**OFFICER’S RECOMMENDATION**

**That Council by ABSOLUTE Majority pursuant to Section 6.16 and 6.19 of the *Local Government Act* RESOLVES to APPROVE the proposed Amended Fee of Indoor Play Centre - Special Program Sessions (up to max, per session) of \$40.**



## 12 DEVELOPMENT SERVICES

### 12.1 PROPOSED AMENDMENT TO APPROVED DA18146 – MICRO-BREWERY AT LOT 100 MOOLIGUNN ROAD, KARRATHA INDUSTRIAL ESTATE

<b>File No:</b>	<b>DA18146-AMD2</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Principal Planner</b>
<b>Date of Report:</b>	<b>8 December 2020</b>
<b>Applicant/Proponent:</b>	<b>North West Brewing Company Pty Ltd</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>1. Proposed Amended Site Plan 2. Proposed Amended Floor Plan 3. Proposed Parking on Lot 1063</b>

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#### **PURPOSE**

For Council to consider a development application (DA18146-AMD2) proposing amendments to Development Approval DA18146 for a micro-brewery at Lot 100 Mooligunn Road, Karratha Industrial Estate.

#### **BACKGROUND**

##### Previous Approvals

At the December 2018 Ordinary Council Meeting, Council approved DA18146 for a micro-brewery at Lot 100 Mooligunn Road, Karratha Industrial Estate subject to conditions.

At the October 2019 Ordinary Council Meeting, Council resolved to approve amendments to the original approval. The approved amendments increase the approved floor areas, add a kitchen and increase the number of parking bays from 22 to 26. 13 of these approved parking bays are on site and 13 are in the road verge surrounding Lot 100.

Due to the increase in floor area and the inability to provide any additional parking onsite or within the verge immediately adjacent to the site, Council included a condition on the approved amendments requiring 36 additional bays to be provided near to the site.

##### The Proposed Application

The applicant has applied for the following additional amendments (DA18146-AMD2):

1. Amend the parking layout from that under the current approval to reflect what has been developed on the ground. (i.e. 12 bays on site and 14 bays in the road verge); and
2. Change the use of the approved 'Kids Games Room' (65m<sup>2</sup>) to a licenced Dining Area. This represents a 19% increase to the current floor area approved for dining.

In relation to Amendment 1, the applicant has submitted a revised site plan which accurately depicts the parking layout on the ground. No concern is raised in relation to Amendment 1.

Condition 5 of the current approval will need to be amended to refer to 14 approved bays in the verge, to reflect the number of bays on the ground.

In relation to Amendment 2, the request to change the Kids Games Room to a licenced Dining Area requires the number of approved parking bays to be reviewed.

Assessing the Adequacy of Proposed Parking

The ratios that were used to originally calculate parking requirements for this development against the Scheme (based on a Tavern use at 1 bay per 4m<sup>2</sup> of lounge/indoor area and 1 bay per 6m<sup>2</sup> of outdoor entertainment/beer garden area) identified that a total of 62 bays would be required. By applying the same ratios to the proposed additional 65m<sup>2</sup> licenced Dining area, it has been calculated that an additional 16 bays would be required, or 78 bays in total.

Only 26 bays have currently been constructed. However, the applicant has submitted a separate application for an additional 24 bays on Lot 1063, on the other side of Cherratta Road (see Attachment 3). This would bring the total number of parking bays to 50.

Lot 1063 is owned by the Water Corporation. Water Corporation has signed the development application form and the applicant has provided a copy of a lease between Water Corporation and the owner of the micro-brewery granting the micro-brewery owner permission to use the site for parking.

The car park application will be determined separately under delegated authority because it does not need to be determined by Council. However, the parking proposed under that application needs to be considered in terms of whether it satisfies the requirements of the pre-existing condition, and whether it addresses any additional parking required for the proposed expansion being considered here.

As is noted above, a condition of the existing approval requires an additional 36 bays to be provided near to the site. This shortfall was calculated in accordance with the Scheme. The addition of 16 bays for the proposed increased Dining floor area would bring the total shortfall to 52 bays when applying the requirements of the Scheme. However, the 24 proposed new bays on Lot 1063 would reduce the proposed shortfall to 28 bays.

The table below sets out how this has been calculated.

	Required Bays	Provided Bays	Shortfall/(Surplus)
Current Approval	62	On site (12) Verge (14) Total (26)	36
Car park application	N/A	(24)	(24)
Proposed increase in Dining area	16	0	16
<b>Total</b>	<b>78</b>	<b>(50)</b>	<b>28</b>

The required 78 bays above has been calculated using the ratios prescribed by the Scheme. However, there is also provision under the Scheme to approve variations to Scheme parking requirements and to approve a lower number of bays than required by the Scheme where justified. It is common for parking requirements to be varied and for a lower number of bays to be approved than required by the Scheme based on more detailed consideration of the development proposed and a more accurate estimate of the parking likely to be required.

In the case of the micro-brewery, the applicant has provided data from observations made at peak times on Fridays, Saturdays and Sundays over a two month period (October and November 2020) to demonstrate that the proposed number of parking bays is acceptable. The data is a record of the number of cars that have parked outside of the existing 26 approved parking bays.

The data collected shows that on numerous days, there were cars parked outside of the 26 existing bays. The applicant has advised that on some occasions, the existing bays were not fully occupied but if people were parking across the road, then the number of cars was still recorded. The fact that there were numerous days when cars were parked outside of the existing bays shows that additional parking is required. According to the data, the number of cars that were parked outside of existing bays ranged from 4 to 24.

The applicant is proposing an additional 24 bays on Lot 1063, on the other side of Cherratta Road. The number of proposed additional bays would provide for the highest number of cars recorded as not parked in existing bays during recent observations. It could be considered an onerous requirement on any landowner or business to require them to provide more parking bays than they actually need.

The proposed additional parking across the road is considered adequate for the purposes of satisfying the condition of approval and providing for any additional parking generated by the increased licenced Dining Area for the following reasons:

1. Over the two months that the number of cars parked outside of available bays was recorded, the maximum number of cars not parked in a bay has been 24;
2. 24 parking bays are proposed across the road;
3. This is considered a more accurate way to determine actual parking requirements for the development than applying generic parking ratios for set land uses;
4. There is ample additional space available on Lot 1063 for additional overflow parking if it is determined that additional bays are required; and
5. The car parking application would be approved for a period matching the lease for the land so there would be opportunity for review at that point.

#### **LEVEL OF SIGNIFICANCE**

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

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

Consultation has taken place between Approvals & Compliance and Technical Services.

#### **COMMUNITY CONSULTATION**

No community consultation is required in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* as this is considered a minor amendment to the current development approval.

#### **STATUTORY IMPLICATIONS**

This is a proposed amendment to the existing approval for the micro-brewery. The amendment has been assessed in accordance with the City's Scheme and the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Clause 5.11 of the Scheme requires the number of parking bays to be in accordance with requirements of the Scheme but also allows the City to vary those requirements and approve a lower number of bays where justified and where safety standards can be met.



**RELEVANT PRECEDENTS**

It is common for the City to approve Development Applications for commercial development where the number of parking bays is lower than required by the Scheme and/or parking bays are provided offsite. Examples include the Karratha International Hotel, the Quarter hotel, the Tambrey Village Shopping Centre and a number of properties along Hedland Place and elsewhere in the City Centre. Verge parking has been approved for other businesses in the KIE.

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Schedule 2 Part 9 Section 77 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to REFUSE Development Application DA18146-AMD2 for amendments to an approved micro-brewery at Lot 100 Mooligunn Road, Karratha Industrial Estate because the amount of parking provided is not sufficient.

Option 3

That Council by SIMPLE Majority pursuant to Schedule 2 Part 9 Section 77 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to DEFER further consideration of Development Application DA18146-AMD2 for a micro-brewery at Lot 100 Mooligunn Road, Karratha Industrial Estate pending further justification being provided for the number of parking bays proposed for the development.

**CONCLUSION**

The approved micro-brewery at Lot 100 Mooligunn Road has been constructed and is operational. The applicant seeks approval to amend the approved site plan to reflect the parking as constructed on site instead of the parking that is currently approved. No objection is raised to the amended parking layout.

The applicant also seeks approval to amend the approved floor plan to convert the 65m<sup>2</sup> Kids Games Room into additional licenced Dining floor area. This triggers the need to review the acceptability of parking provided and proposed. There is already a requirement for additional parking bays under a condition of the existing approval.

In total, the applicant is proposing 50 parking bays: 12 on site (existing); 14 in the verge (existing) and 24 across the road (proposed under a separate car park application). This is 28 bays less than what would be required when applying the parking calculations under the Scheme. However, the Scheme also provides for these requirements to be varied and the number of bays to be reduced where justified. The applicant has provided anecdotal evidence to demonstrate that the number of parking bays required in accordance with Scheme calculations can be reduced and that the number of parking bays proposed is adequate.

Based on the information submitted by the applicant and considering the size of the area across the road for additional parking, the number of parking bays proposed under the car park application is considered acceptable for the purposes of satisfying the pre-existing condition of approval and the parking requirements for the requested additional floor space.

It is recommended that the amended floor plan be approved. The car park application will be determined once Council has determined the requested amendments.

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**OFFICER'S RECOMMENDATION**

**That Council by SIMPLE Majority pursuant to Schedule 2 Part 9 Section 77 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to APPROVE amended plans (SITE PLAN: Drawing No.783-04-01: Rev1 and FLOOR PLAN: 783-04-02: Rev1) for Development Application DA18146-AMD2 for a micro-brewery at Lot 100 Mooligunn Road, Karratha Industrial Estate and amend Condition 5 to state:**

**At all times the micro-brewery is operational 14 car parking bays, access and associated circulation areas in the road reserves of Mooligunn Road and Cherratta Road, as shown on the attached amended stamped plans, are to be constructed to a temporary parking seal specification, with kerbing, to the satisfaction of the City of Karratha.**

**12.2 PROPOSED AMENDMENT TO DEVELOPMENT APPROVAL P2480 FOR APPROVED TRANSIENT WORKFORCE ACCOMMODATION AT LOT 555 AND LOT 556 (42) MADIGAN ROAD, GAP RIDGE**

<b>File No:</b>	<b>P2480- AMD1</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Senior Planner</b>
<b>Date of Report:</b>	<b>23 November 2020</b>
<b>Applicant/Proponent:</b>	<b>Civeo Property Group Pty Ltd</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Amended Development Plans</b>

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**PURPOSE**

For Council to consider an application to amend Development Approval P2480 for approved Transient Workforce Accommodation located at Lot 555 and Lot 556 (42) Madigan Road, Gap Ridge.

**BACKGROUND**

At the May 2011 Ordinary Council Meeting, Council resolved to support 'in principle' a development application for MAC Services Group's 1,276 room Transient Workforce Accommodation (TWA) facility on Lot 520 Madigan Road, Gap Ridge (P2480). That application was subsequently approved under Delegated Authority in August 2011. This facility is now known as Civeo Karratha Village and is operated by Civeo Property Group Pty Ltd (Civeo).

Since development approval was granted, 298 rooms have been constructed. This has been determined to constitute substantial commencement, which means the balance of the approved development can be completed at any time within the approval timeframe. The approval is limited to a fifteen (15) year period from the date of first occupation. The first Occupancy Permit was issued on 20 July 2012, meaning the approval will lapse on 20 July 2027. However, Council may extend the approval by a further five (5) years where the applicant can demonstrate need. The applicant is not seeking to modify or extend the current fifteen (15) year time-limited approval.

The land on which the existing rooms are constructed has been excised from the original Lot 520 to create Lot 556. The balance lot is now Lot 555. Lot 556 is 6.5ha in area and is owned in freehold title by Civeo. Lot 555 is 7.4ha in area and is Crown land.

A 'Development Lease' between the Department of Planning, Lands and Heritage (DPLH) and the MAC Services Group was put in place when Civeo Karratha Village was approved. This lease provides for Civeo to acquire Lot 555 in freehold title when developed in accordance with the approved masterplan. The lease is due to expire in 2021. There is no option to extend the lease term. Civeo has advised DPLH that it will not have developed any of Lot 555 prior to expiry of the Development Lease. The DPLH has advised Civeo of several alternative options to retain an interest over the land including freehold purchase and leases under section 79 and 88 of the *Land Administration Act 1997*. The DPLH has advised that any request for a new lease would likely only be considered if supporting a significant project. It is understood that new lease options would be at higher rental rates than the current

Development Lease. Civeo has advised DPLH that it does not wish to enter a new lease and this decision is likely to have influenced Civeo’s decision to seek approval to amended plans.

#### Proposed Amendment

The City received a request to amend Development Approval P2480 on 30 October 2020. This application seeks approval to substantial amendments to the current approved plans, including:

- Reducing the number of approved rooms from 1,274 to 588;
- Reducing the floor area of the Central Facilities Building from 2,508m<sup>2</sup> to 1,000m<sup>2</sup> ; and
- Relocating 108 accommodation rooms from Crown Lot 555 to Civeo’s Lot 556.

#### Reduction in Rooms & Relocation of Buildings

The proposed reduction in room numbers from 1,274 to 588 represents a reduction of nearly 54%. The applicant has stated this reduction is required in order to effectively ‘tidy up’ the approved masterplan and provide a more efficient and appropriate design outcome. The applicant has also stated the amended figure is more in line with what Civeo considers to be the demand for accommodation at Civeo Karratha Village over the medium term.

The current approval allows for 480 rooms within Lot 556. Only 298 rooms have been constructed. The proposed amendment would provide for 108 additional rooms on Lot 556, an increase of just over 20%. The applicant has advised that while there is no definitive timeframe for constructing the additional rooms, it is feasible that they may be constructed within the next two (2) years, dependent on a number of factors.

#### Amendments to Central Facilities Building (CFB)

The current approval for the 1,274 person TWA provides for a central facilities building with a floor area of 2,508m<sup>2</sup>. This has not been constructed yet because there is an approved ‘temporary’ CFB with a floor area of 469m<sup>2</sup>. The proposed amendment would increase the floor area of the current CFB by an additional 531m<sup>2</sup>, bringing the total floor area to 1,000m<sup>2</sup>. This would be a 60% reduction in the size of the approved CFB, which would reflect the reduced number of rooms proposed under the amended plans. The table below lists the current CFB floor area components and the floor area components that would be added.

Area	Existing Temporary CFB (m <sup>2</sup> )	Proposed Expansion CFB (m <sup>2</sup> )	Total Area (m <sup>2</sup> )
Dining & Crib	197	370	567
Amenities	35	35	70
Kitchen	166	126	292
Retail/Admin	56	Nil	56
External Storage	15	Nil	15
<b>Total Area</b>	<b>469</b>	<b>531</b>	<b>1000</b>

Other development proposed to support the increased number of rooms includes:

- Addition of 150 car parking bays (total 322) and turn-around areas, and
- Addition of one (1) laundry (total four).

The approved multi-purpose court is proposed to be retained.

Karratha Village Integration Plan 2020

The applicant has provided an updated Integration Plan. The applicant is seeking endorsement of the updated Integration Plan and for it to be included as an Addendum to the approved Social Impact Statement (SIS) and Social Impact Management Plan (SIMP) for the site. The revised Integration Plan does not propose any major operational changes or additional commitments. The document has simply been updated to reflect Civeo's current programs and sponsorship commitments. The Integration Plan has incorporated information on some initiatives and statistics to demonstrate that commitments are being monitored. Key elements of the Integration Plan include:

- The Civeo School Mates Program, which supports purchasing of electronics and professional development programs for schools and refurbishment of classrooms;
- Sponsorship of local schools and the Karratha & Districts Chamber of Commerce;
- Continue to support Council and community organisation programs and services in regard to community activities and events. No specific information has been provided on what organisations and programs are to be supported, this is to be addressed by the applicant in a finalised version of the integration plan;
- Local Preference Procurement Policy to give preference to local suppliers through the tendering and purchasing. A list of local businesses which Civeo obtains goods and services from has been included in the revised Integration Plan; and
- Providing a shuttle bus service from the village to the Karratha CBD and Leisureplex.

Data provided by Civeo states approximately 77% of guests travel to Karratha CBD once or twice a week on average but that only 20% of those guests utilise the shuttle bus service.

Should Council approve the amended plans, it is recommended that a condition of approval be imposed requiring finalisation and City endorsement of the Integration Plan and SIMP. The current endorsed SIMP promotes the following 'benefits' to the Karratha community that Civeo is committed to:

- Local procurement of goods and services;
- Local recruitment of staff;
- Sponsorship of local sporting clubs and community groups; and
- Integration of guests with the community through measures such as providing a 'shuttle service', encouraging guests to engage in town activities and cultural events and utilising town services such as the Leisureplex.

These commitments seem fine in principle but there is no measureable targets to evaluate their success. In finalising the Integration Plan addendum to the SIMP, there should be more measureable targets for commitments like these. In addition, there should be a commitment to monitor and update the City regularly on the degree to which commitments are being met so the effectiveness these impact management measures can be evaluated.

#### Revision of Endorsed Management Plans

Given the substantial changes proposed to the approved plans, if Council approves the proposed amendments, then it is recommended that the following endorsed management plans be required to be revised via conditions of development approval to reflect the new site layout:

- Traffic Management Plan
- Paving, Fencing, Lighting, Landscaping and Reticulation Plan;
- Transitional Use Strategy; and
- Drainage Management Plan.

Access Issues for Lot 555 and Development Area 13 (DA13)

Due to the lease agreement between DPLH and Civeo, the common lot boundary between Lot 555 and Lot 556 is irregular and presents potential issues for future development of the balance lot (Lot 555). The narrow strip of land between the eastern boundary of Lot 556 and the eastern boundary of Lot 555 makes it difficult to access Lot 555 from an extension of Melford Road and to achieve any development in that area. A possible design solution would be to run a road along the boundary of the drainage reserve adjoining Lot 555. This would provide for additional development over Lot 555 if there is demand while Civeo Karratha Village remains. Such a design would mirror the development layout in the Homemaker Centre on the other side of the drainage reserve.

The way to provide for future development of Lot 555 in accordance with an overall plan is via a Structure Plan. There is an approved Structure Plan for the Homemaker Centre on the other side of the drainage reserve but it does not extend to this area. The currently approved development covers the entire area. The proposed amended plans only apply to a portion of that area (Lot 556). The fact that there will no longer be an approved plan for the entire area raises questions about how the balance area will be developed in the future. The current development approval includes a condition requiring preparation and City endorsement of a Transitional Use Strategy. The Transitional Use Strategy for Lot 556 should not be prepared in isolation from the Transitional Use Strategy for the balance lot. Should Council approve the proposed amended plans, then it is recommended that the condition requiring a Transitional Use Strategy include a road layout and road connections to the balance lot via preparation of a Structure Plan or by amending the existing approved Structure Plan that applies to the other side of the drainage reserve.

#### **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.

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

The application has been considered by the City's Approvals & Compliance team.

#### **COMMUNITY CONSULTATION**

The application was advertised in accordance with Clause 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of fourteen (14) days from 18 November 2020 to 2 December 2020. This included an advertisement being placed in the Pilbara News and the application being made available on the City of Karratha's website. No submissions were received during the advertising period.

#### **STATUTORY IMPLICATIONS**

Under P2480, the development has been substantially commenced and as such the applicant can technically develop all 1,274 rooms in accordance with this approval. Should the proposed amended plans be approved, they would effectively cancel out all approved rooms within Lot 555 and reduce the total number of approved rooms to 588. Should the City refuse the amended plans, then the 1,274 approved rooms would stand under the current approval. If the City refuses the amended plans and Civeo were to secure a new lease with DPLH for Lot 555 in the future, then Civeo would be able to develop all 1,274 rooms under the substantially commenced determination.

Both Lots 556 and 555 are zoned 'Urban Development' under the City of Karratha Local Planning Scheme No.8 (LPS8) and are located within Development Area 13 (DA13) which provides for TWA. In accordance with the Zoning Table of LPS8, development within the 'Urban Development' zone is to adhere to the following:

*Development and use of land shall have due regard to an approved structure plan.*

A Structure Plan for the Homemaker Centre on the other side of the drainage reserve was approved by the Western Australian Planning Commission (WAPC) on 18 January 2016. The Structure Plan does not apply to the subject land so does not guide subdivision or development of it. Clause 27(2) of Part 4 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations* provides for circumstances where an application for development approval or subdivision is proposed in an area where a structure plan is required but is not approved by the WAPC. The decision maker may approve the application if it satisfied that:

- (a) *the proposed development or subdivision does not conflict with the principles of orderly and proper planning; and*
- (b) *the proposed development or subdivision would not prejudice the overall development potential of the area.*

There is a risk that the development potential of balance Lot 555 would be prejudiced if the amended plans are approved without considering how future development over that parcel can be provided for. The way to properly plan for future development of the balance lot is via an approved Structure Plan.

**Rehabilitation and Transition**

Under Condition 7b) of Development Approval P2480, the applicant is required to prepare a Transitional Use Strategy or Statement to demonstrate how the site will transition to residential use once the TWA use ceases. The Transitional Use Strategy was endorsed by the City on 17 October 2012, however this applies to the current approved development. Should Council support this amendment, it is recommended a condition be included requiring revision of the Transitional Use Strategy. It is critical that the revised strategy sets a road layout for balance Lot 555 so that there is an access plan if demand warrants development of the land. The way to lock an access plan into the statutory planning framework is via an amended structure plan or new structure plan for the site.

**State Planning Policies (SPP's)**

**SPP 3.7 – Planning in Bushfire Prone Areas**

The subject site is located within a designated bushfire prone area as per the Department of Fire and Emergency Services Map of Bushfire Prone Areas. A Bushfire Management Plan (BMP) and Bushfire Evacuation Plan was submitted to the City with Amendment Application P2480-AMD7 (2019). The proposed site layout may impact on the determined BAL rating and subsequent bushfire planning requirements. It is recommended to include a condition requiring the applicant to revise the BAL Assessment and BMP to reflect the proposed development.

**POLICY IMPLICATIONS**

The proposed amendment has been assessed against the relevant provisions of the following adopted Local Planning Policies:

- Local Planning Policy DP10 –Workforce Accommodation (DP10); and
- Local Planning Policy DP20 – Social Impact Assessments (DP20).

The table below assesses the proposed amendment against key provisions of DP10.

<b>Policy Consideration</b>	<b>Amendment Application</b>	<b>Officer Assessment</b>
1. Demonstrated Need	The proposal seeks a reduction in the number of approved rooms, expansion of	The current approval allows for a total of 1,274 TWA rooms, whereas the proposed

Policy Consideration	Amendment Application	Officer Assessment
	<p>the current temporary central facilities building instead of building the larger approved central facilities building and reconfiguration of the site layout to consolidate development within Lot 556. The applicant has stated this is required to reflect medium term demand for accommodation and more effective operations of the site.</p>	<p>amendment seeks a total number of just 588 rooms which is a significant decrease. An additional 108 currently approved rooms would be relocated to Lot 556, meaning a total of 588 rooms would be located within this lot in lieu of the currently approved 480 rooms. The consolidation of rooms within Lot 556 is not considered to be a significant issue given the rooms are already approved across the broader site. However, should Council not support the recommendation and the applicant is not able to secure a lease then no additional rooms would be developed within Lot 556.</p>
<p>2. Proposed timeframe</p>	<p>The current approval is limited to fifteen (15) years from the date of occupation with a five (5) year option at the discretion of Council. The applicant is not seeking an extension to the timeframe.</p>	<p>The approval is already subject to a fifteen (15) year time limited and this amendment is not seeking a further extension, thus it is considered there are no issues against this provision.</p>
<p>3. Location</p>	<p>The site is approximately 6km west of the Karratha CBD, and accessed via Madigan Road. The amendment seeks to remove all approved rooms from Lot 555 and consolidate within Lot 556.</p>	<p>The location has previously been approved and the approval is time-limited, which is appropriate for TWA in this location.</p>
<p>4. Urban Design</p>	<p>The existing development comprises single storey transportable buildings. The CFB will now be more 'temporary' in construction than originally proposed. The built form and design of the proposed new CFB deviates significantly from the approved plans.</p>	<p>The existing and proposed development is considered acceptable for a TWA facility. There is no concern with a more temporary standard of construction for the proposed CFB because it is a standard consistent with the intention for TWA to be a temporary land use. The proposed CFB is not visually prominent to the public as it is screened by surrounding development and is sufficiently setback from Dampier Highway and Madigan Road.</p>
<p>5. Social Integration</p>	<p>There is an endorsed SIMP and SIS for the site, and the applicant has provided an</p>	<p>These documents outline the strategies and commitments to offset impacts on the community</p>

Policy Consideration	Amendment Application	Officer Assessment
	updated Integration Plan with this amendment.	resulting from the facility. The SIMP and SIS have been endorsed by the City. The applicant is requesting the Integration Plan be included as an Addendum to the SIMP and SIS. The revised Integration Plan does not propose any significant changes to existing programs and commitments, nor new commitments. It has been simply updated to reflect the current sponsorships and programs undertaken by Civeo. Council resolved to endorse the Integration Plan in 2019 and as such it is recommended to include an advice note requiring the finalisation of the Integration Plan to allow for adequate review by the City. Once supported, it may be included as an addendum.

**DP20 – Social Impact Assessment**

In accordance with Clause 6.1, the proposed amendment does not trigger the requirement for a new Social Impact Assessment (SIA). The applicant was required to prepare a SIS and SIMP under Condition 7a) of Development Approval P2480. These documents were subsequently endorsed by the City on 17 October 2011. The applicant has submitted an updated Integration Plan to ensure the commitments detailed in the SIMP AND SIS are implemented. The applicant has requested that the revised Integration Plan be included as an addendum to the endorsed SIS and SIMP. The Integration Plan must be reviewed by the City and finalised by the applicant prior to endorsement, to ensure the commitments proposed are both relevant and beneficial to the community.

As part of Council Resolution 154344, Advice Note xx) was included under Amended Development Approval P2480 – AMD7 which states:

*In relation to Condition 7a), the draft Integration Plan submitted with Amendment Application P2480-AMD on 1 May 2019 needs to be finalised to the satisfaction of the City of Karratha and included as an Addendum to the approved Social Impact Statement and Social Impact Management Plan.*

In order to address this amendment application, it is recommended to amend this advice note to state:

*In relation to Condition 7a), the draft Integration Plan submitted with Amendment Application P2480-AMD7 on 30 October 2020 shall be finalised to the satisfaction of the City of Karratha and included as an Addendum to the approved Social Impact Statement and Social Impact Management Plan.*

**FINANCIAL IMPLICATIONS**

The applicant has paid \$545.00 for an amendment to development approval and advertising fees in accordance with Council’s 2020/21 adopted Fees and Charges.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council’s approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2020-2021 provided for this activity:

Programs/Services:	4.e.1.1	Customer Services
Projects/Actions:	4.e.1.1.e	Assess all planning applications within the statutory timeframes

**RISK MANAGEMENT CONSIDERATIONS**

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	N/A	Nil
Service Interruption	N/A	Nil
Environment	Low	There are two registered Aboriginal Heritage sites located within Lot 555. However, this application proposes to effectively remove all proposed development from Lot 555 and as such the potential impact on these sites will be removed. The Department of Indigenous Affairs has previously provided correspondence to the applicant acknowledging consent and stating that Section 18 conditions had been fulfilled (2013).
Reputation	N/A	Nil
Compliance	Low	Should Council resolve to approve the proposed amendment, the City can undertake compliance action in accordance with existing and proposed conditions if the development does not meet the requirements of the approval.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

There have been a number of amendments approved since the original approval was granted. These approvals are detailed below:

Development Approval (DA)	Description	Date Approved
P2480	1276 Person Transient Workforce Accommodation Facility, Associated Central Facilities, Car Parking and Ancillary Works	19/11/2011
P2480	Amendment to DA – Construction of Temporary Central Facilities Building (CFB) and Retention of Construction Workforce Camp	26/06/2012
P2480 - AMD2	Amendment to DA – Modification to Location of Ancillary Buildings	11/11/2013

DA14065	Change of Use – Temporary Transient Workers Accommodation	13/06/2014
P2480 – AMD4	Change of Use – Construction Workforce Accommodation to Transient Workforce Accommodation (42 Rooms)	26/05/2016
P2480 – AMD5	Amendment to DA – Twelve Metre High (12m) Wi-Fi Antenna to Central Facilities Building	23/08/2016
P2480 – AMD6	Amendment to DA – Relocation of Two (2) Buildings for Guest Lockers and Storage to Existing Transient Workforce Accommodation Camp	11/01/2017
P2480 – AMD7	Amendment to DA – Minor Amendments to Layout of Approved Workforce Accommodation Facility: 1274 Rooms, Central Facilities, Car Parking and Ancillary Works	28/05/2019

### VOTING REQUIREMENTS

Simple Majority.

### OPTIONS:

#### Option 1

As per Officer's recommendation.

#### Option 2

That Council by SIMPLE Majority pursuant to Clause 68 (2) of Part 9, Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to REFUSE the proposed amendment to Development Approval P2480 for the following reasons:

1. The proposed amendment conflicts with the principles of orderly and proper planning; and would prejudice the overall development potential of the area; and
2. Insufficient information has been provided to demonstrate need for the additional rooms proposed over Lot 556.

#### Option 3

That Council by SIMPLE Majority pursuant to Clause 68 (2) of Part 9, Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to DEFER the proposed amendment to Development Approval P2480 pending:

1. A Structure Plan being prepared to show that development of balance Lot 555 will not be prejudiced; and
2. Additional information being submitted to demonstrate need for the proposed additional rooms over Lot 556.

### CONCLUSION

The proposed amendment is generally supported by officers as the amendment proposes substantial reductions in the number of approved rooms, as well a significant reduction to the size of the Central Facilities Building.

The proposed amendment is largely in response to the current Development Lease over the balance Crown Lot 555 expiring and the terms of that lease no longer being available. Civeo is seeking to consolidate development within its freehold Lot 556. The amended plans would

result in an additional 108 rooms being approved, giving a total of 588 rooms. This would be far lower than the current approved 1,274 rooms, and would effectively cancel out development of the additional 686 rooms even if a new lease were to be entered by Civeo. If Council refuses the amendment, then the applicant would only be able to develop 480 rooms approved on Lot 556 but the options of building an additional 686 rooms on balance Lot 555 would remain due to the substantially commenced status of the development.

A number of conditions are recommended to be included which require revision of currently endorsed management plans. It is also recommended that the Transitional Use Strategy be required to provide for a road layout and road connections to balance Lot 555 and given statutory effect via a structure plan.

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### **OFFICER'S RECOMMENDATION**

**That Council by SIMPLE Majority pursuant to Clause 68 (2) of Part 9, Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* RESOLVES to APPROVE the amendment to Development Approval P2480 by:**

1. **Approving the following amended plans for Workforce Accommodation at Lot 556 (42) Madigan Road, Gap Ridge:**
  - a) **SK-01**
  - b) **SK-02**
  - c) **SK-03**
  - d) **SK-04**
2. **Amending the Decision Notice to reflect the revised number of rooms down from 1274 to 588;**
3. **Including the following Conditions:**
  - a) **The endorsed Traffic Management Plan required under Condition 6c) of Development Approval P2480 shall be revised to reflect the approved development under Application Amendment P2480-AMD1. The revised Traffic Management Plan shall be submitted to the City of Karratha for endorsement within six (6) months from the date of this decision;**
  - b) **The endorsed Paving, Fencing, Lighting, Landscaping and Reticulation Plan required under Condition 6e) of Development Approval P2480 shall be revised to reflect the approved development under Application Amendment P2480-AMD1. The revised Paving, Fencing, Lighting, Landscaping and Reticulation Plan shall be submitted to the City of Karratha for endorsement within six (6) months from the date of this decision;**
  - c) **The endorsed Transitional Use Strategy required under Condition 7b) of Development Approval P2480 shall be revised to reflect the approved development under Application Amendment P2480-AMD1 and provide for a road layout and road connections to balance Lot 555 via an amendment to the existing structure plan for the Homemaker Centre or a new structure plan for the site. The revised Transitional Use Strategy shall be submitted to the City of Karratha for endorsement within six (6) months from the date of this decision;**

- d) **The endorsed Drainage Management Plan required under Condition 7d) of Development Approval P2480 shall be revised to reflect the approved development under Application Amendment P2480-AMD1. The revised Drainage Management Plan shall be submitted to the City of Karratha for endorsement within six (6) months from the date of this decision;**
  - e) **The Bushfire Attack Level (BAL) Assessment and Bushfire Management Plan prepared for Lots 555 and 556 (42) Madigan Road, Gap Ridge, by Bushfire Prone Planning on 17 November 2017 shall be revised to reflect the approved development under Application Amendment P2480-AMD1. The revised BAL Assessment and Bushfire Management Plan shall be submitted to the City of Karratha for endorsement within six (6) months from the date of this decision; and**
  - f) **The Karratha Village Integration Plan 2020 submitted with Amendment Application P2480-AMD1 on 30 October 2020 shall be finalised to the satisfaction of the City of Karratha and endorsed as an Addendum to the approved Social Impact Statement and Social Management Plan.**
4. **Delete Information Note xx.**



### 12.3 DESIGNATED AREA MIGRATION AGREEMENT

<b>File No:</b>	<b>ED.41</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Project Officer</b>
<b>Date of Report:</b>	<b>23 November 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Options to Facilitate Employment of an International Workforce (May 2020)</b>

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#### **PURPOSE**

For council to consider:

1. The results of a targeted study carried out with local small to medium-sized businesses relating to labour recruitment; and
2. Endorsing the commencement of the process to apply to the Federal Government for a Designated Area Migration Agreement (DAMA).

#### **BACKGROUND**

Between 2010 and 2014, businesses faced significant operational challenges as they struggled to attract and retain workers in the face of sustained competition from the resource sector. Many businesses struggled to attract workers into low and semi-skilled positions, with many operating at a reduced capacity – or not at all – due to a lack of available staff.

In 2019, Council's first ever annual Business Climate Scorecard showed that sustained labour shortages were again negatively affecting local business, with 38% of respondents identifying 'finding and retaining good staff' as the main issue facing their business. These findings echoed feedback provided by the Karratha and Districts Chamber of Commerce and Industry that its members were starting to experience challenges in attracting workers to live and work in Karratha.

In May 2020, the City commissioned a report to examine the options available to the City and/or local business to facilitate employment of an international workforce to address labour shortages. A copy of this report is included as **Attachment 1**. The report reviewed all options and found that a DAMA would provide the most benefit, including:

- enabling a broader list of occupations to work in Australia;
- enabling low and semi-skilled workers to work in Australia; and
- reducing the application burden on local business.

In September 2020 Council undertook its second annual Business Climate Scorecard to gain feedback from the business community regarding the challenges and opportunities facing them. The report again showed that 'recruiting and retaining the right workers' was the number one issue affecting business, with 48% of respondents identifying it as the main issue impacting their business operations and growth – a 10 point increase compared to 2019.

Unemployment data shows a continuing tightening of the local labour market, with Karratha's unemployment rate at just 3% in the June 2020 quarter. This represents a drop from a 7-year high of 3.4% in June 2019. These figures are significantly lower than the national average which have risen from 5.8% to 7.3% over the same period. As market confidence returns post-COVID, a number of major resource projects that have previously been placed on-hold are expected to resume. This will place additional pressure on an already strained labour market and exacerbate businesses' current difficulties.

In September 2020 Council was briefed on the various international labour recruitment options, including a DAMA. The September briefing concluded that an additional, targeted consultation process was required to verify the need. The City has since conducted a consultation process with 14 businesses representing a wide range of industries including:

- Construction related services (4);
- Services – cleaning, grounds maintenance, waste (3);
- Logistics & transport (2);
- Hospitality (4); and
- Mechanical (1).

Businesses were asked about current recruitment challenges and whether improved access to international labour was likely to provide a viable solution. The information obtained has provided the City with enough general information to determine the suitability of a DAMA for our region.

The consultation process focused on businesses with 150 employees or less. For present purposes, larger companies are assumed to have better access to human resource support, migration agents, a larger pool of eager candidates and greater scope for benefits – making them better able to attract employees.

Of the 14 businesses consulted, they recruited over 40 occupations. Businesses specifically identified the following as currently difficult to recruit and retain:

- Cleaners;
- Grounds maintenance/ gardening/landscaping;
- Baristas;
- Kitchen hands;
- Chefs;
- Wait staff;
- Trades positions; and
- Trades assistants.

When businesses were asked what the key constraints were to recruiting and retaining workers, every business reported housing availability and cost as the key barrier to attracting locally. Other constraints identified were:

- Liveability – the perception is negative, medical services lacking;
- Competition amongst other businesses in the same industry (hospitality); and
- Better remuneration and benefits being offered by larger companies.

65% of businesses were supportive of a DAMA and eager to see it put in place as an option to assist with their recruitment issues. Only 14% of businesses did not believe the DAMA would be a viable option for their circumstances. These businesses were indigenous businesses with a mandate to recruit locally regardless of operational impacts.

With over 71% of participating businesses already employing staff on visas (working holiday, spousal) businesses were confident that, with migration support, a DAMA could positively impact their ability to meet the existing needs and grow into the future.

Three businesses in Karratha are already experienced in employing people internationally and can see benefit in adopting an agreement with the Federal Government that enables concessions to the usual requirements for a working visa – including age, English language skills and remuneration. A DAMA would also reduce some of the work required for local businesses to access international labour and this was viewed favourably.

Results from the 2019 and 2020 Business Climate Scorecard confirm that employee availability is a major challenge facing local business. By progressing a DAMA application, Council can play a key role in facilitating business' access to the overseas labour market and have a positive influence on businesses being able to meet their resourcing challenges in the medium to long-term.

A consideration to be had in the coming months is whether the DAMA application should be extended to include surrounding municipalities, not solely the City of Karratha. An invitation has been extended to relevant Pilbara local governments, with the Town of Port Hedland having already expressed an interest in being involved. If approved the City will continue to seek partnership opportunities with relevant local governments as part of the process.

In order to progress with the DAMA application, the City would conduct a Request for Quotation process to appoint a consultant to assist with the application and lodgement process. The DAMA application process is lengthy (over six months) and requires expertise in migration, amongst other things. The consultant will need to be able to demonstrate the needs of our region and present a compelling case to the Federal Government in order to obtain approval.

#### **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 future economic diversification prospects.

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

Nil.

#### **COMMUNITY CONSULTATION**

Consultation has taken place between the business community and internal stakeholders to determine the initial survey questions and network the results. No further community consultation is recommended.

#### **STATUTORY IMPLICATIONS**

There are no statutory implications.

#### **POLICY IMPLICATIONS**

There are no policy implications.

#### **FINANCIAL IMPLICATIONS**

It is anticipated that the cost to engage a suitably qualified consultant to assist with the DAMA application and lodgement process will be \$50,000. Council has allocated \$77,500 in the 2020/21 budget for Economic Development Initiatives. If this project is approved by Council this budget will be overspent.

In the event a DAMA is granted, there will be implementation costs that follow. Implementation costs will vary depending on the operating model that is selected. Different operating models are available including, for example, the City employing a dedicated staff member to administer the DAMA. Alternatively, the City may engage a third party to provide those services. All options will have an ongoing operational costs. During the next stage of this project the City will elaborate on the different operating models and costs associated with each so that this can be considered prior to lodging an application.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council’s approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2020-2021 provided for this activity:

- Programs/Services:            2.d.2.1                      Business Attraction and Retention
- Projects/Actions:            2.d.3.1.20.1                Investigate opportunities to address the skills shortage in the region

**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	The City’s Risk Register identifies lack of small to medium enterprise development within the City as a Reputational risk with a rating of Moderate. Undertaking this project will manage this risk by ensuring that local small to medium enterprises have access to suitable skilled staff. There may be a perceived reputational risk regarding the City supporting international labour. As part of the DAMA application process it the City must demonstrate that efforts have been made to recruit Australian’s first into the occupation types proposed to be included in the DAMA and there must also be ceilings on the numbers of overseas workers employed annually under the Agreement. These measures will appropriately manage this reputational risk.
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 noted the results of the Business Climate Scorecard at its meeting on 16 November 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 (1) of the *Local Government Act 1995* RESOLVES to DEFER consideration of an application to the Federal Government for a Designated Area Migration Agreement pending further information.

**CONCLUSION**

Findings from the City's recent targeted survey confirm results from the 2019 and 2020 Business Climate Scorecard that employee availability is a major challenge facing local business – with some sectors and occupations more affected than others.

A DAMA will facilitate and enhance access to the international labour force. The majority of businesses consulted were eager to see a DAMA put in place as an option to assist with their recruitment issues. The City can play a role in helping businesses to reduce the identified barriers to growth. The DAMA has a role to play in reducing these barriers in the medium to long-term.

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**OFFICER'S RECOMMENDATION**

That Council by SIMPLE Majority pursuant to Section 3.18 (1) of the *Local Government Act 1995* RESOLVES to:

1. **NOTE** the findings of the Options to Facilitate Employment of an International Workforce (May 2020) included as Attachment 1;
2. **NOTE** the feedback received from the 2019 and 2020 annual Business Climate Scorecards that employee availability is a major challenge facing local businesses;
3. **NOTE** the findings of the targeted study carried out with local small to medium-sized businesses that support the City proceeding with an application to the Federal Government for a Designated Area Migration Agreement (DAMA);
4. **AGREE** to make an application to the Federal Government to establish a DAMA.



**12.4 COVID-19 TOURISM IMPACT 2021**

<b>File No:</b>	<b>LP.338</b>
<b>Responsible Executive Officer:</b>	<b>Director Development</b>
<b>Reporting Author:</b>	<b>Tourism Services Supervisor</b>
<b>Date of Report:</b>	<b>14 December 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Nil</b>

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**PURPOSE**

To consider:

1. The results of the City's COVID-19 Tranche 2 response tourism discounts; and
2. Extending the current discounts to 31 March 2021.

**BACKGROUND**

On 30 June 2020, Council approved its Tranche 2 response to the COVID-19 global pandemic (Item 17.1). This response included nine initiatives that were aimed at supporting local small businesses and specifically local tourism providers. The specific initiatives relating to tourism operators included:

1. Providing a 20% discount for local residents for tours booked through the Karratha Tourism & Visitor Centre between 1 July and 1 January 2021; and
2. Waiving the 12.5% commission that is currently charged for bookings for local tours through the Karratha Tourism & Visitor Centre between 1 July and 1 January 2021.

Between 1 July and 20 November 2020 these discount have resulted in:

- Eight vendors registered and eligible for discounts;
- 261 bookings for local tours (comprising 627 local passengers) booked accessing the discount;
- Total value of local tours booked with a discount of \$131,380 resulting in total discount of \$26,276;
- Total value of tours booked with local tour operators of \$138,313 meaning that approximately 95% of the value of tours booked were from local people taking local tours; and
- 261 commission fee waivers totalling \$16,422 from total tour sales of \$131,380.

The discounts and commission waiver are currently scheduled to finish on 1 January 2021.

The City of Karratha, and Western Australia has performed comparatively well to date in responding to the pandemic. Since entering Phase 3 in Western Australia's COVID-19 Recovery Roadmap on 6 June 2020 the local economy has entered a rebound phase. Despite this the City's tourism industry has been significantly affected by the impacts of COVID-19. Due to border closures globally, the tourism industry was first affected by the

pandemic as both recreational and business travel ceased. Locally this has resulted in a reduced number of high value international travellers in the region, with the tourism market in 2020 being largely comprised of intrastate visitors.

The discounts the City provided were appropriate for the impacts of COVID-19 in 2020. They encouraged local community members to take local tours and successfully assisted businesses to capture this local market.

During this time, Tourism Western Australia identified that many intrastate travellers were not doing local tours. As a result, they responded by launching its biggest intrastate tourism campaign, to encourage Western Australians to support local tourism operators. The State Government undertook the 'Wander out Yonder' campaign, offering \$100 vouchers to Western Australians to book tours or experiences between 21 September and 31 December 2020.

Targeting residents from all over WA, the campaign will inspire locals to take a different type of holiday by exploring locations they've never been and embarking on experiences they've never had, with friendly operators who are ready to welcome them.

Tourism WA worked with the Regional Tourism Organisations (RTOs) and the Western Australian Indigenous Tourism Operators Council (WAITOC) to promote compelling experiences and road trips, to encourage locals to holiday in WA and book direct with industry partners.

The campaign is designed to:

- Target WA residents planning a holiday this year;
- Drive immediate visitation;
- Promote compelling experiences that are worth travelling for; and
- Encourage visitors to book direct with industry.

Despite these incentives it is anticipated that the tourism sector will also be one of the last industries to recover from the impacts of COVID-19. Although there has been discussion around developing "travel bubbles" with other regions that have low COVID case numbers a minimal community transmission it is anticipated that state and national travel restrictions will continue into 2021 and beyond. This means that local tourism operators will have a significantly reduced market of high value overseas travellers to capture in the short to medium term and it will be critical for them to capture both the intrastate and interstate travellers going forward.

As Australian States and Territories are now moving towards controlled border arrangements it is appropriate to continue the City's current tourism discounts to assist local tourism operators to capture this market.

It is recommended that the City continue to waive commissions for local tour operators and provide a 20% discount for local City of Karratha residents who book and undertake local tours. The 20% discount provided for locals stimulated significantly increased demand that supported operators during COVID-19 and demonstrated the benefit of the City's support.

It is also recommended that the City engage with local tours operators during January and February 2021 to understand the ongoing impacts and challenges of COVID and determine if further support is appropriate.

**LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

Nil.

**COMMUNITY CONSULTATION**

No community consultation is recommended.

**STATUTORY IMPLICATIONS**

There are no statutory implications.

**POLICY IMPLICATIONS**

Nil.

**FINANCIAL IMPLICATIONS**

The estimated cost of this initiative has been calculated based on the value of the bookings taken between 1 July 2020 and 25 November 2020 as follows:

20% Discount

Total value of all bookings taken by local tour operators from 1 July 2020 to 20 November 2020: \$138,313.

Estimated value of all bookings anticipated between 2 January 2021 and 31 March 2021: \$17,000.

Estimated value of 20% discount between 2 January 2021 and 31 March 2021: \$3,400.

Commission Waiver

Total value of all bookings taken by local tour operators from 1 July 2020 to 20 November 2020: \$138,313.

Total value of commission waiver from 1 July 2020 and 20 November 2020: \$16,422.

Estimated value of all bookings for local tour operators between 2 January 2021 and 31 March 2021: \$17,000.

Estimated value of commission waiver between 2 January 2021 and 31 March 2021: \$2,125.

It is estimated that the overall cost of the discount and commission waiver would be approximately \$5,525. These figures are based on the sales figures between 1 July 2020 and 20 November 2020 and are subject to fluctuation depending on demand.

**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 the local business community has started recovering from the impacts of COVID-19 the tourism industry continues to be significantly affected. The proposed recommendation aims to support and tourism businesses to manage the ongoing impacts of COVID-19.

The proposal assists in achieving the first identified activation area in the Destination Management Plan of 'Working better together by ensuring there is greater collaboration between Council and industry'. It also assists achieving the second activation area of 'Growing demand through development & investment. To grow Karratha's visitor economy requires introducing new and unique things for visitors to do which leverage off these assets and which generate commissionable product.' By providing an attractive discount on tours, the City will assist in delivering the third activation area of Promoting Karratha as a vibrant destination.

The proposal aligns to the Strategic Plan's Theme 2 'Our Economy Well Managed and Diversified' with a goal of attracting diverse and sustainable business and employment opportunities by promoting a diverse industry base through supporting and encouraging tourism. It also assists in reducing business costs.

The proposal aligns to Theme 4 of the Strategic Plan 'Our Leadership Responsive and Accountable' by raised profile of the City amongst tourists through its booking incentive. It establishes the City of Karratha as the leading local government area in the region

### **RISK MANAGEMENT CONSIDERATIONS**

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

<b>Category</b>	<b>Risk level</b>	<b>Comments</b>
Health	N/A	Nil
Financial	Low	It is considered low risk to continue offering discounts for local tourism operators.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	N/A	Nil

### **IMPACT ON CAPACITY**

The capacity to implement the Recommendation will be met through the City's existing operating budget and resources.

### **RELEVANT PRECEDENTS**

Council adopted the COVID Tranche 2 response on 30 June 2020.

### **VOTING REQUIREMENTS**

Absolute Majority.

### **OPTIONS:**

#### Option 1

As per Officer's recommendation.

#### Option 2

That Council by SIMPLE Majority pursuant to Section 5.56 (1) *Local Government Act 1995* RESOLVES to REQUIRE the following actions be taken prior to Council further considering the Strategy.

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### **CONCLUSION**

It is recommended that Council continue to support local tourism operators during 2021 to recover from the impacts of COVID-19 by continuing to provide a 20% discount for local residents booking tours for local tourism operators and by continuing to waive commissions for local tour operators until 31 March 2021. During this time the City will engage with local tour operators to understand the ongoing impacts of COVID-19 and identify any future measures to manage these impacts.

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**OFFICER'S RECOMMENDATION**

**That Council by ABSOLUTE Majority pursuant to Section 6.12(b) of the *Local Government Act 1995* RESOLVES to:**

- 1. WAIVE the 12.5% commission fee for all local tours that are booked through the Karratha Tourist and Visitor Centre between 2 January 2021 and 31 March 2021;**
- 2. PROVIDE a 20% discount for any City resident who books a local tourism product through the Karratha Tourist and Visitor Centre between 2 January 2021 and 31 March 2021; and**
- 3. PROVIDE a 20% discount to any local commission based agent that can evidence that they have provided the discount to any City resident who books a local tourism product between 2 January 2021 and 31 March 2021.**



## **13 STRATEGIC PROJECTS & INFRASTRUCTURE**

### **13.1 EASTERN CORRIDOR FACILITIES CLEANING SERVICES**

<b>File No:</b>	<b>CP.1134</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>20 November 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Nil</b>

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#### **PURPOSE**

For Council to consider calling tenders for the provision of facility cleaning services in the Eastern Corridor (Roebourne, Wickham, and Point Samson).

#### **BACKGROUND**

In its 2020/21 Budget, Council committed \$4.814m to keep clean its facilities and assets which is managed and delivered using a combination of 13 full time equivalent staff and contractors.

Contracts are current in place for:

- Karratha Leisureplex
- Karratha Airport
- Dampier Community Hub
- Karratha Youth Shed
- Frank Butler Community Centre
- Sanitation Cleaning Services – Pressure cleaning foreshore structures, bus stops, picnic benches and tables – Eastern Corridor
- Sanitation Cleaning Services – Pressure cleaning foreshore structures, bus stops, picnic benches and tables – Karratha / Dampier
- Specialist Cleaning – City Centre furniture
- Litter collection – Karratha / Dampier
- Litter Collection – Eastern Corridor

Facility cleaning services in the Eastern Corridor are currently delivered utilising the equivalent of 3 full time City cleaning staff. This includes:

- Cleaning of the following Council facilities in the Eastern Corridor:
  - Wickham Rec Centre and Community Hub
  - Roebourne Library, Youth Precinct and Roebourne Shire Office
- Cleaning of public toilets and BBQs situated within parks, camp grounds and foreshore areas.
- Cleaning support of seasonal activities including Roebourne Races and other events as requested.

A recent review of in house cleaning in the Eastern corridor was undertaken to determine the cost effectiveness and efficiency of the current service delivery model. The review considered the levels of service, constraints with the current model and opportunities to improve cost and service efficiencies.

**Level of Service:**

The purpose of the service is to deliver a high level of cleaning standard for users of these facilities and amenities. The Eastern Corridor cleaning is currently resourced using the equivalent hours of 3 full time positions. A portion of the Sanitation Supervisor and Team Leader hours are allocated to this service. The operation comprises regular scheduled services and reactive cleaning as required.

The table below shows the scheduled weekly hours allocated to cleaning each location/facility.

Location/Facility	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total
Roebourne Library	1		1		1			<b>3</b>
Roebourne Youth Precinct	1.5		1		1.5			<b>4</b>
Roebourne Shire Office				1.				<b>1</b>
Wickham Recreational Precinct	9	8.25	8.25	8.25	8.25	6	6	<b>54</b>
Andover Park	1.5		1.		1			<b>3.5</b>
Roebourne Centenary Park	0.5		0.25		0.25			<b>1</b>
Roebourne Wickham Cemetery Toilet	1.0		0.75		0.75			<b>2.5</b>
Point Samson Toilet Foreshore	3.0		2.50		3	1	1	<b>10.5</b>
Johns Creek Exeloo	0.75		0.5		0.75	0.50	0.5	<b>3</b>
Honeymoon Cove Toilet	0.75		0.5		0.75	0.50	0.5	<b>3</b>
Cleaverville Toilets		3						<b>3</b>
Wickham Hub	10	10	10	10	10	4	4	<b>58</b>
<b>Total</b>	<b>29</b>	<b>21.3</b>	<b>25.8</b>	<b>19.3</b>	<b>27.3</b>	<b>12</b>	<b>12</b>	<b>146.5</b>

Additional hours are allocated based on seasonal considerations, usage and reactive cleaning requirements. This equates to approximately 20 hours per month. Performance specifications for the service clearly document cleaning and presentation standards for allocated tasks.

**Constraints and Opportunities:**

Sourcing in house cleaning staff located in the Eastern corridor has become increasingly difficult over the last 12 months and casual staff based in Karratha are deployed to perform the required services. This results in a significant increase in travel costs and impacts on service efficiencies.

This is exacerbated by the increase in reactive cleaning requirements since the opening of the Wickham Hub. Future scheduled cleaning requirements associated with the re-opening of the Wickham Pool and the development of Andover Park will be increasingly difficult to resource under the current in house service model.

The Eastern Corridor presents a significant opportunity to consider contracting cleaning services. Previous experience with tendering out cleaning at the Leisureplex, Airport and other facilities has demonstrated that comparative rates for cleaning contractors are

competitive versus in house rates and a contract model has potential to deliver both service and cost efficiencies.

Refer to the Financial Implications section of this report for details on comparisons with the annual labour cost of the current in house service against rates provided by three (3) local cleaning service providers.

Should the proposal to tender cleaning services in the Eastern Corridor be supported, there would be minimal impact on current in house staff. All full and part time positions are currently vacant and would not be replaced if a contract was awarded to provide the service. The proposal would be for the existing casual staff to be redeployed to support the balance of City cleaners at other facilities.

As per the requirements of the proposed contract, all staff supplied by the Contractor would be required to perform the cleaning duties to the satisfaction of the City. Compliance with cleaning service standards against contract KPI's would be audited by the City's Sanitation Supervisor through monthly and ad hoc inspections.

### **Scope of Works:**

The scope of services proposed in the contract encompasses scheduled and reactive cleaning of the following facilities:

- Wickham Community Hub and Rec Centre (7 days per week)
- Point Samson Foreshore public toilets (5 days per week)
- Roebourne Youth Precinct toilets, change rooms & kiosk (3 days per week)
- Roebourne Library (3 days per week)
- Public toilets at Roebourne Cemetery, Centenary Park and Andover Park (3 days per week)
- Roebourne Shire Office (1 day per week)

It is proposed that the contract would be for a period of three (3) years with two (2) x one (1) year extensions options. This is seen as a reasonable term to attract potential contractor's and provide confidence to invest in the resources and plant required to perform the service.

Should Council endorse the Officers recommendation, a detailed scope will be prepared specifying levels of cleaning standards required for each facility.

### **LEVEL OF SIGNIFICANCE**

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

### **COUNCILLOR/OFFICER CONSULTATION**

Consultation has taken place between Manager City Services, Director Strategic Projects & Infrastructure and Sanitation Supervisor.

### **COMMUNITY CONSULTATION**

No community consultation is required.

### **STATUTORY IMPLICATIONS**

Tenders are proposed to be called in accordance with Section 3.57 of the *Local Government Act 1995* and the *Local Government (Functions and General) Regulations 1996*.

**POLICY IMPLICATIONS**

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

The proposed evaluation is based on the following criteria, weightings and justification:

Criteria	Weighting
Relevant Experience	15%
Capacity to Deliver	25%
Demonstrated Understanding	10%
Price	50%

**FINANCIAL IMPLICATIONS**

Current annual costs of the in house cleaning service for the Eastern Corridor are shown in the table below.

Description	Current Budget
Salaries	\$286,932
Employment Overheads	\$493,523
Materials	\$21,192
Plant Costs	\$11,276
<b>Total</b>	<b>\$812,923</b>

The below table compares the annual labour cost of the current in house service against hourly rates provided by three (3) local cleaning service providers.

Organisation	Annual Cost
City of Karratha	\$812,923*
Contractor 1	\$339,385
Contractor 2	\$374,592
Contractor 3	\$539,512

\*2020/2021 budget, including staff overheads and supervision

Based on the above, outsourcing cleaning services in Eastern Corridor could achieve significant annual cost savings and also presents an opportunity to ensure current service levels are consistently maintained and could be increased as needed.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council’s approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2020-2021 provided for this activity:

Programs/Services: 1.a.1.0 Waste Services  
 Projects/Actions: 1.a.1.10.19.1 Implement and deliver litter and sanitation servicing contracts.

**RISK MANAGEMENT CONSIDERATIONS**

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

Category	Risk level	Comments
Health	Low	High levels of sanitation specified in service standards and performance monitored for compliance
Financial	Low	Expected savings through contacting service

Category	Risk level	Comments
Service Interruption	Low	Minor service interruption may occur during transition of services to contract
Environment	Low	Non-hazardous cleaning products specified in contract cleaning services
Reputation	Low	Potential to improve level of service should result in favourable community expectations represented in the Community Survey
Compliance	N/A	Nil

The level of risk is considered to be low in terms of the appointment of a successful tenderer.

#### **IMPACT ON CAPACITY**

Should Council endorse the Officer's recommendation, the suggested resource adjustments would provide capacity to fulfil current and future resource requirements.

#### **RELEVANT PRECEDENTS**

Council has previously endorsed calling tenders for cleaning services at the Karratha Leisureplex, Karratha Airport and Dampier Community Hub.

#### **VOTING REQUIREMENTS**

Simple Majority.

#### **OPTIONS:**

##### Option 1

As per Officer's recommendation.

##### Option 2

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT CALL tenders for the Eastern Corridor Cleaning Services at this time and PROPOSE an alternative recommendation.

#### **CONCLUSION**

Given the current difficulties in securing in house cleaning staff and the potential cost savings and service level efficiencies gained through outsourcing, a contract delivery model is believed to be the most cost effective method to ensure current cleaning standards are maintained across the existing facilities serviced in the Eastern Corridor.

Supporting the Officers recommendation has minimal impact on existing in house cleaning staff given the current level of vacancies in the Sanitation Team.

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**OFFICER'S RECOMMENDATION**

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

1. **CALL Tenders for the delivery of Cleaning Services in the Eastern Corridor, based on the scope of works contained within this report, for period of three (3) years with two (2) x one (1) year extension options; and**
2. **ENDORSE the tender selection evaluation criteria as follows:**

<b>Criteria</b>	<b>Weighting</b>
<b>Relevant Experience</b>	<b>15%</b>
<b>Capacity to deliver</b>	<b>25%</b>
<b>Demonstrated Understanding</b>	<b>10%</b>
<b>Price</b>	<b>50%</b>

**13.2 CITY CENTRE CYCLONE RE-LANDSCAPING**

<b>File No:</b>	<b>CM.480</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Reporting Author:</b>	<b>Manager Infrastructure Services</b>
<b>Date of Report:</b>	<b>23 November 2020</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Nil</b>

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**PURPOSE**

For Council to consider tendering for City Centre Cyclone Re-Landscaping works.

**BACKGROUND**

In February 2020, Tropical Cyclone Damien directly impacted the City of Karratha. The resultant damage to the City's infrastructure included the loss of more than 200 mature and semi-mature trees in the City Centre. Heavy rain and significant wind load on the trees caused substantial damage not only to the trees but also to their supporting infrastructure, including the paving and irrigation.

On 2 September 2020, a Request for Tender under RFT 04-20/21 was invited under CEO delegation to undertake rectification works to Landscape assets throughout the City.

The tender process resulted in one submission being received, which was significantly over the approved budget and was subsequently rejected by Council at its meeting on 19 October 2020. It was also noted that the scope would be reviewed prior to considering the tender being readvertised.

The new strategy proposed for the re-landscaping works will replace existing damaged trees and reticulation like-for-like in this financial year.

The scope of works includes replacement of cyclone damaged trees along Sharpe Avenue, Warambie Road, Balmoral Road and Karratha Terrace, and associated reticulation.

This would ensure the City's cyclone damaged green space assets can be reinstated as a priority and will facilitate insurance claims in this financial year.

The remaining improvements of new tree and understory planting, is to be considered in the next financial year planning and budget.

**LEVEL OF SIGNIFICANCE**

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

**COUNCILLOR/OFFICER CONSULTATION**

Council resolved to reject the tender submitted previously under RFT 04-20/21 at its October 2020 meeting and noted that the scope would be reviewed prior to considering the tender being re-advertised.

**COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

If the Officer’s recommendation is supported, tenders will be called in accordance with Section 3.57 of the *Local Government Act 1995* and associated regulations.

**POLICY IMPLICATIONS**

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

The proposed weighting for the request for tender selection evaluation criteria is as follows:

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

**FINANCIAL IMPLICATIONS**

There is an allocated budget of \$1.29M in the 2020/21 financial year. A subsequent insurance claim is likely to offset some of the works cost as applicable.

**STRATEGIC IMPLICATIONS**

This item is relevant to the Council’s approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020–2025. In particular, the Operational Plan 2020-2021 provided for this activity:

Programs/Services: 1.a.1.2 Parks and Gardens Maintenance  
 Projects/Actions: 1.a.1.2.20.3 Implement Karratha City Centre Landscaping

**RISK MANAGEMENT CONSIDERATIONS**

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

Category	Risk level	Comments
Health	Low	Benefits of green spaces are proven to create more resilient and healthy communities.
Financial	Medium	Budget is high value, risk mitigation is proposed through following City policies and procedures. An insurance claim is likely to offset some of the works cost as applicable
Service Interruption	Medium	Contractors working in the City Centre will have an affect on the public and businesses. This is proposed to be mitigated through a communication strategy and traffic management programme.
Environment	Low	Construction works are expected to occur next to existing gardens and large trees. The City’s project team will monitor construction activity and ensure, environmental management plans in place to minimise this risk.

Category	Risk level	Comments
Reputation	Moderate	Re-instating the landscaping aims to reflect positively on the City's reputation. It provides improved street appeal and presentation of the town for residents and tourists.
Compliance	N/A	Nil

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

Substantial landscaping and public space enhancement has previously occurred under the Karratha City Centre Infrastructure Works Program and in response to Cyclone Veronica in 2019.

**VOTING REQUIREMENTS**

Simple Majority.

**OPTIONS:**

Option 1

As per Officer's recommendation.

Option 2

That Council by Simple Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT CALL Tenders for City Centre Cyclone Re-Landscaping works at this time until the amount of insurance claimable will be negatively impacted.

**CONCLUSION**

The landscaping asset improvements throughout the City Centre have enhanced aesthetics and functionality. The significant improvements including landscaping on Sharpe Avenue and green spaces such as Walgu Park provide the community with great spaces to rest and relax. This proposed tender aims to ensure continued enhancement and is consistent with the City's vision of being Australia's most liveable regional city for its residents as well as attracting tourism.

The proposed landscaping will reduce the heat island effect and assist with the broader issues of climate change and are vital to the health and wellbeing of the community that aligns with the City's Strategic Community Plan and Environmental Strategy.

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**OFFICER'S RECOMMENDATION**

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

- CALL tenders for the City Centre Cyclone Re-Landscaping, in accordance with the scope of works outlined in this report;**
- ENDORSE the City Centre Cyclone Re-Landscaping Tender selection criteria as follows:**

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



## **14 ITEMS FOR INFORMATION ONLY**

**Responsible Officer:** Chief Executive Officer

**Reporting Author:** Minute Secretary

**Disclosure of Interest:** Nil

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### **PURPOSE**

To advise Council of the information items for December 2020.

### **VOTING REQUIREMENTS**

Simple Majority.

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### **OFFICER'S RECOMMENDATION**

That Council note the following information items:

- 14.1 Register of Documents Stamped with the City's Common Seal**
- 14.2 Concession on Fees for Council Facilities**
- 14.3 Community Services update**
- 14.4 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**

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**PURPOSE**

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

<b>DATE</b>	<b>DOCUMENT</b>
23/11/2020	City of Karratha Parking & Parking Facilities Local Law 2019

**14.2 CONCESSION ON FEES FOR COUNCIL FACILITIES**

**File No:** CR.38

**Responsible Executive Officer:** Director Community Services

**Reporting Author:** Director Community Services

**Date of Report:** 30 November 2020

**Disclosure of Interest:** Nil

**Attachment(s)** Nil

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**PURPOSE**

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

Name	Reason	Amount (inc GST)
David Walker, Ngarluma Elder - Ngarliyarndu Bindirri Corporation	Fee waiver for 2 x \$35 concession passes for Ngarluma Elder, David Walker and his companion as part of Welcome to Country for the Djuki Mala performance held at REAP on 12 November 2020.	\$70
Northern Spirit Basketball Club	Donation of 1 x month, full membership at Karratha Leisureplex provided to Northern Spirit Basketball Club for their Christmas Raffle to raise funds for the 20-21 basketball season.	\$179

**14.3 COMMUNITY SERVICES UPDATE**

**File No:** CS.23

**Responsible Executive Officer:** Director Community Services

**Reporting Author:** Director Community Services

**Date of Report:** 30 November 2020

**Applicant/Proponent:** Nil

**Disclosure of Interest:** Nil

**Attachment(s)**

1. Safer Communities Partnership Meeting Minutes 10 November 2020
2. Safer Communities Partnership Meeting Action List 10 November 2020
3. Youth Advisory Group Meeting Minutes 11 November 2020

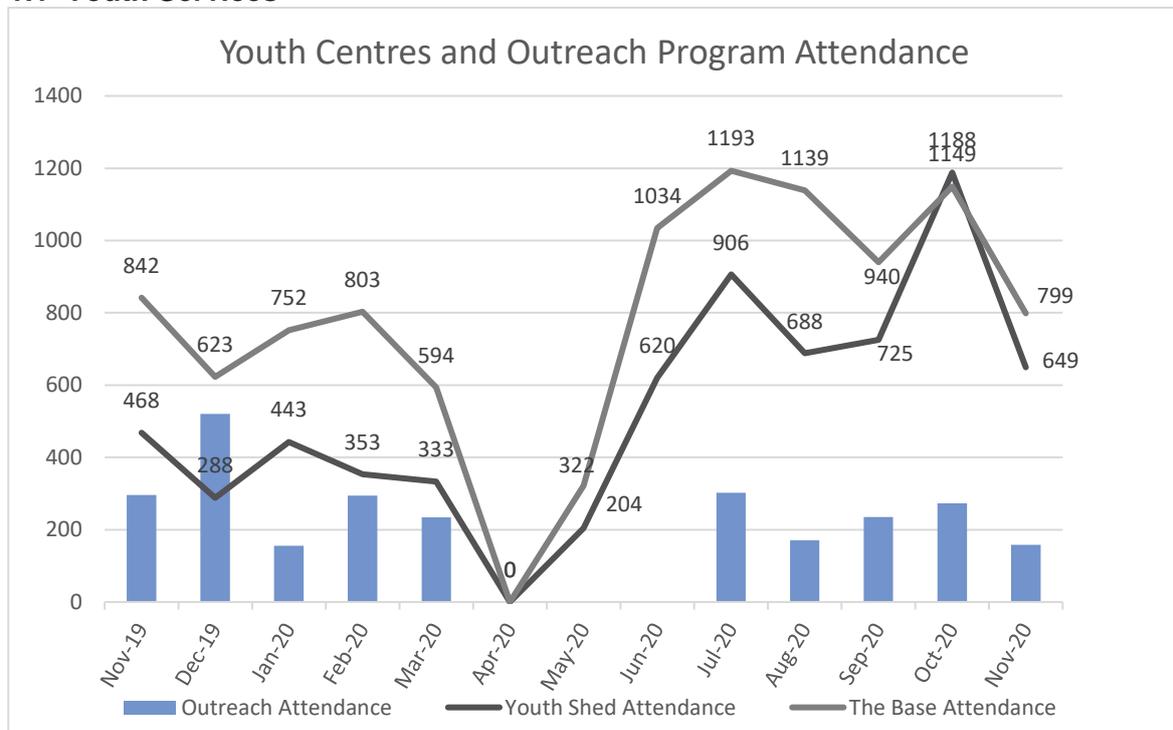
**PURPOSE**

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

**1. COMMUNITY PROGRAMS**

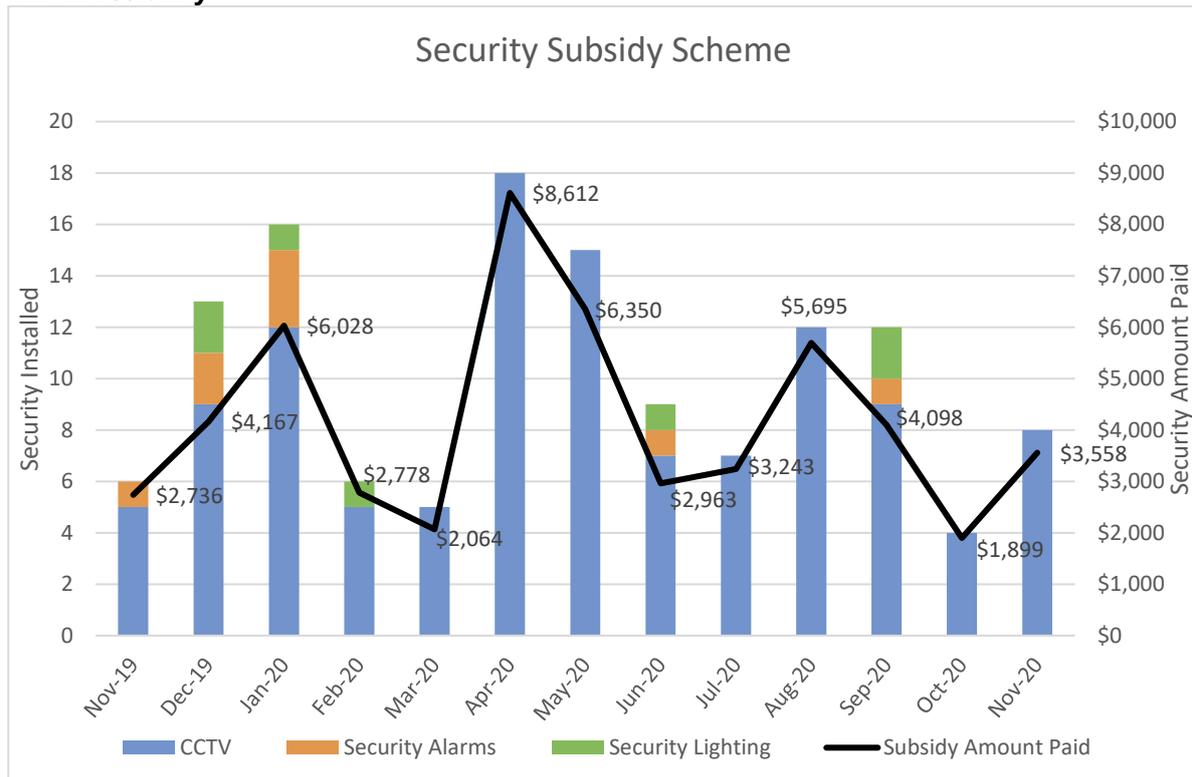
The Safer Communities Partnership met on 10 November 2020 and the Youth Advisory Group met on 11 November 2020. A copy of the minutes are attached for Council’s information.

**1.1 Youth Services**

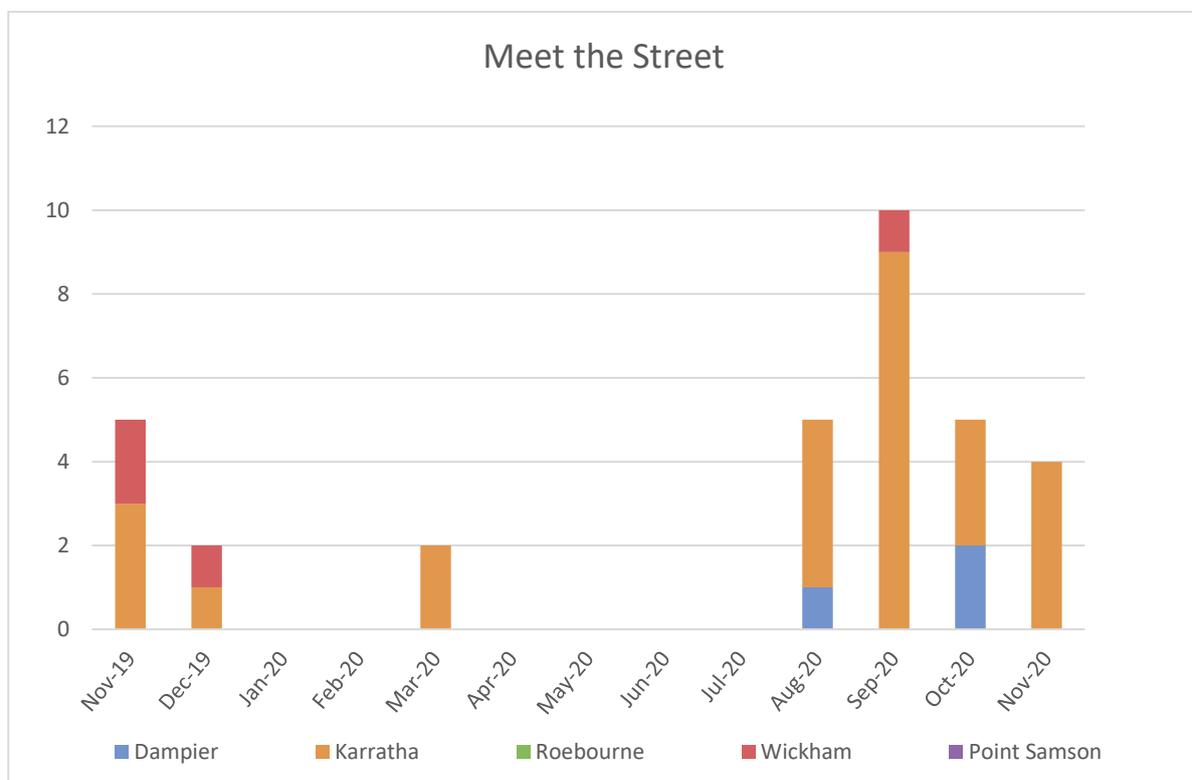


- Reduction in staffing has seen a drop in programming and operating hours.

**1.2 Liveability**

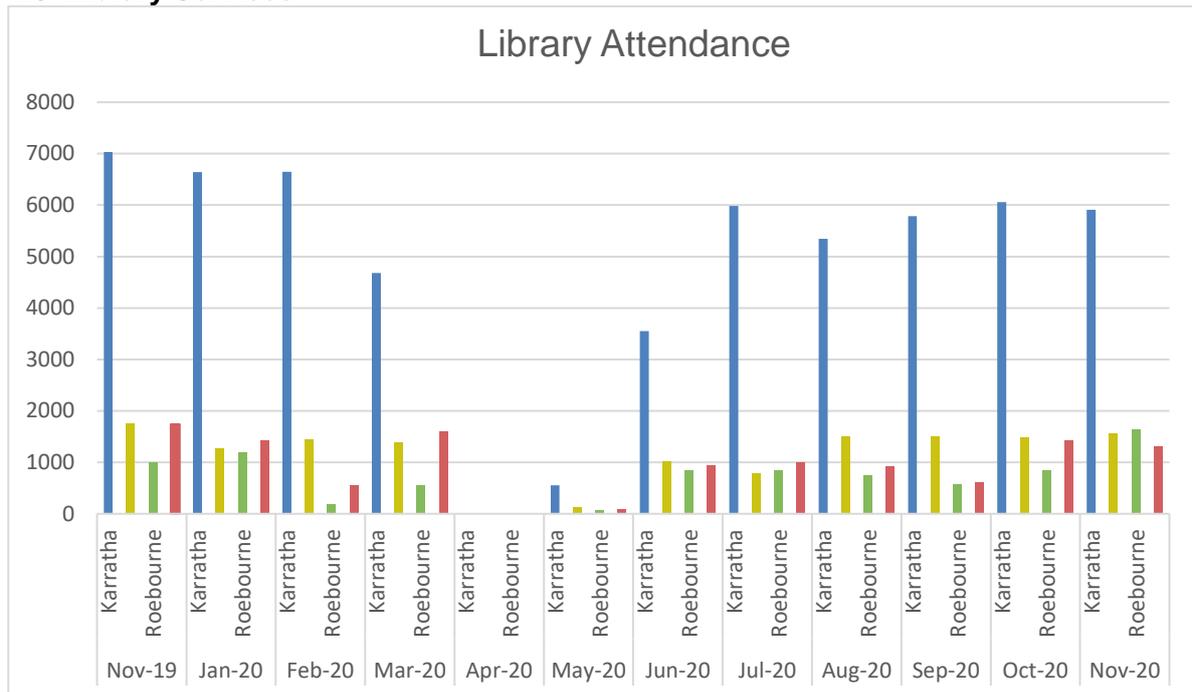


- Total subsidy paid in 2020/2021 is \$18,485 which translates to a spend of \$48,373 with local suppliers. Since inception of the program, total subsidy paid is \$58,243 and total spend with local suppliers is \$196,824.



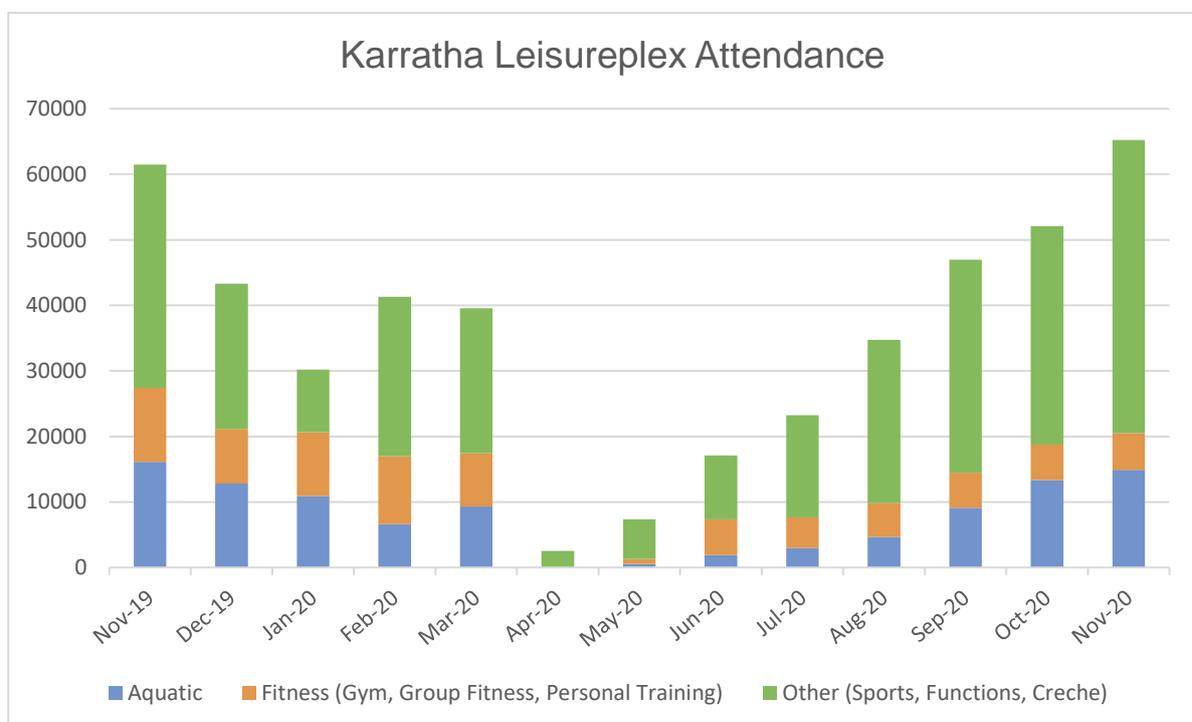
- **4** Meet the Street events held in November. **221** community members from **4** streets attended and participated. \$761 reimbursed in November.

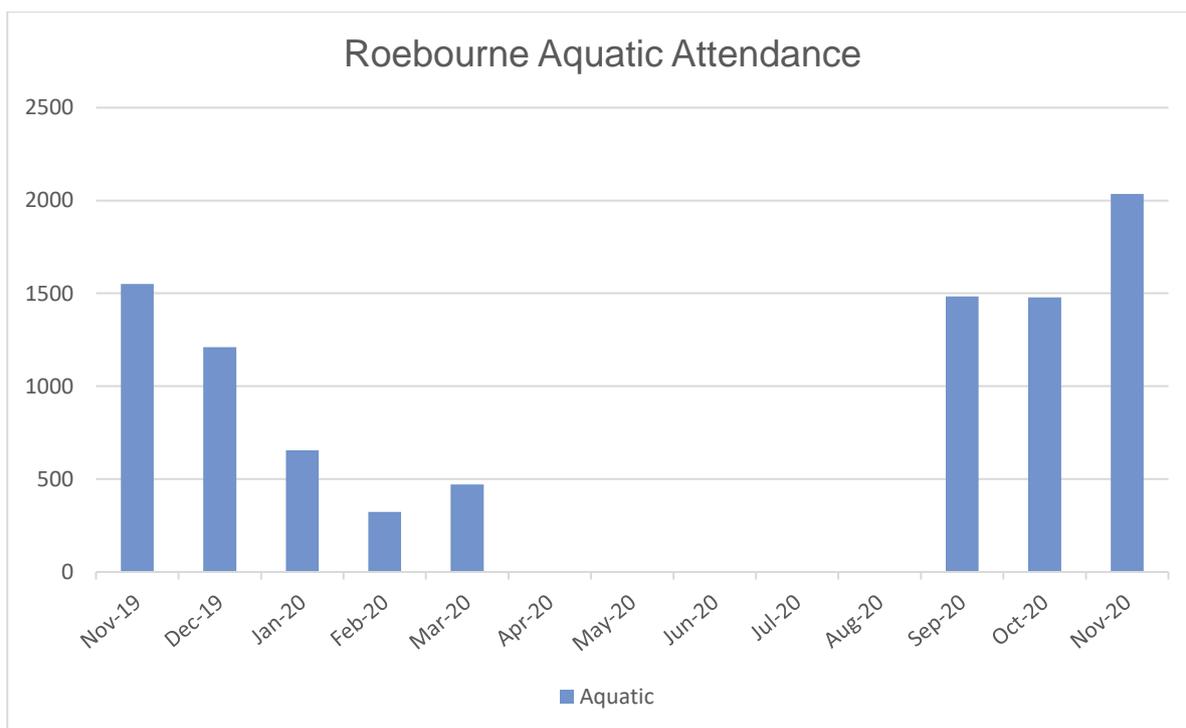
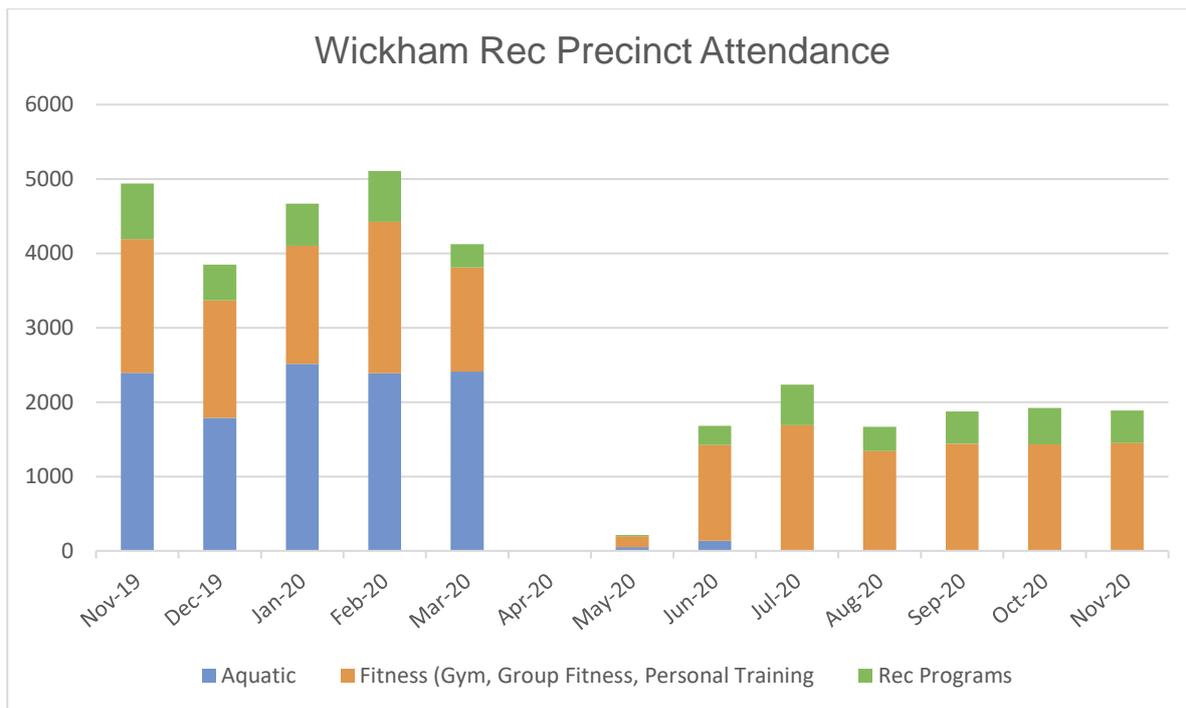
### 1.3 Library Services



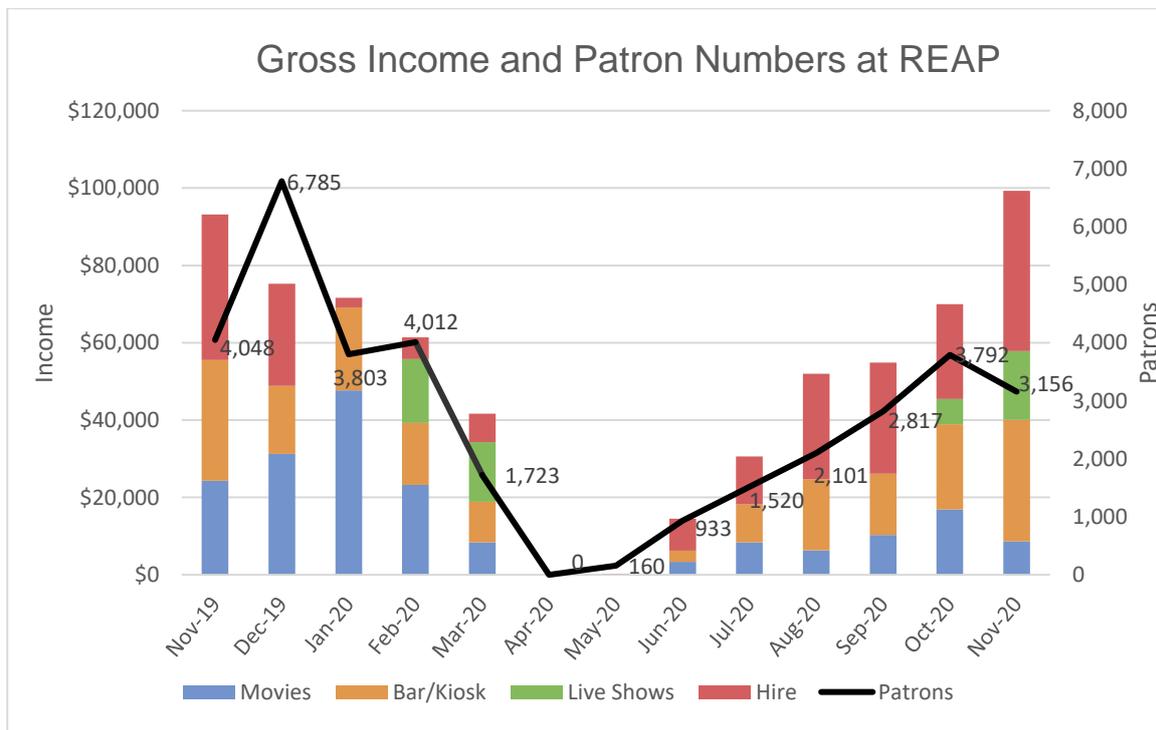
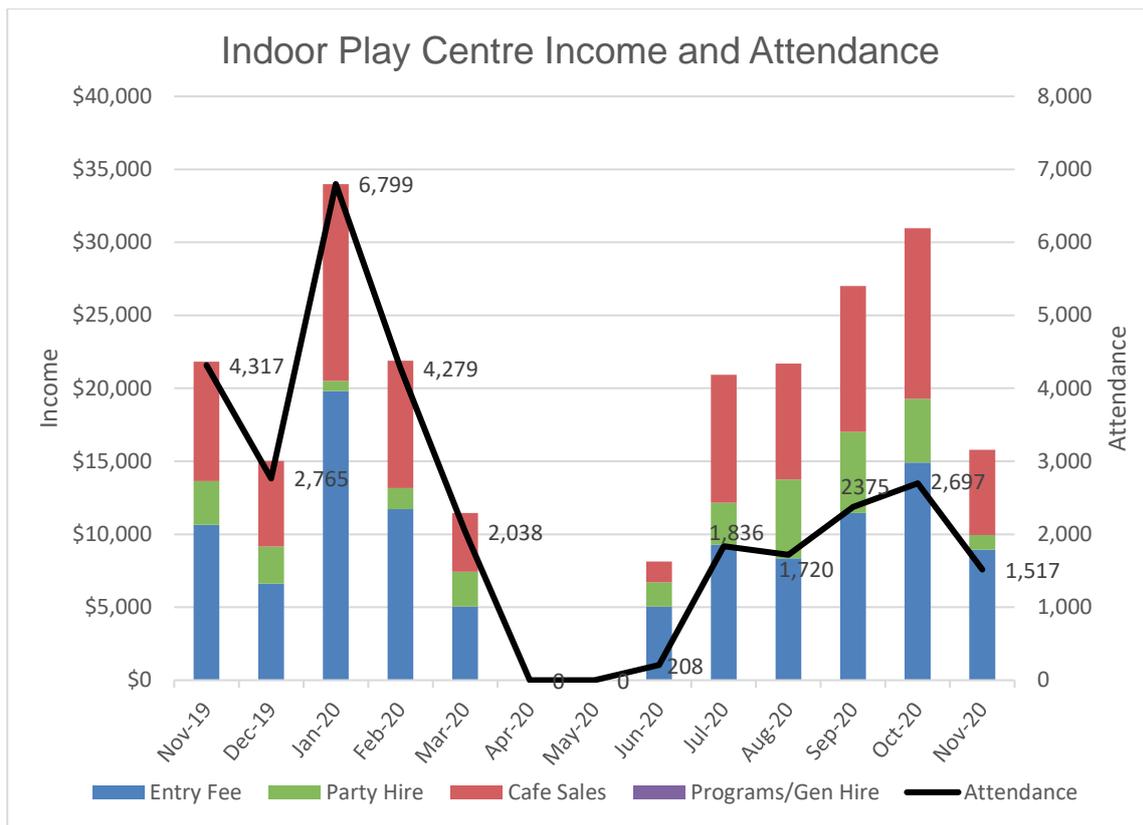
- **3808** physical items borrowed (including **35** Library of Things loans).
- **565** eResources borrowed.
- **1183** program participants at Story Time, Rhyme Time, PAGES and passive library activities.
- **9327** total membership (**85** new members signed up in November).

### 2 COMMUNITY FACILITIES





- Roebourne Aquatic Centre was closed over winter.



- November delivered **15** movies with total movie patron attendance of **724**, averaging **48** patron attendance per movie.
- In total, REAP delivered **37** venue hire bookings this month, including **3** live performances. This included the Djuki Mala, PSO Strings and Dick Whittington performances, awards nights, Waste Summit, local dance and drama group bookings and other private events.

**14.4 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>26 October 2020</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

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**PURPOSE**

To provide annual statistics from Development Services for the Council's information. The period reported on includes 26/10/2020 to 18/11/2020 (18 business days).

- 8 x new Dwelling Approvals issued and high number of alterations and additions approved this year.
- 12 x new Swimming Pools permits have been issued.
- Building Permit has been issued for car wash on Bathgate Drive.
- Occupancy Permit and Food Business Certificates issued for Tambrey Village Shopping Centre.
- Application received for two (2) Concrete Batching Plants to support foundation development works for construction of Pluto Train 2. The Responsible Authority Report is due to be submitted to Development Assessment Panel (DAP) for determination on 29 December 2020.
- 14 more approvals issued for re-roof works on homes damaged in Cyclone Damien.
- Number of health premises inspections undertaken has been low due to being one EHO down in previous months. Officers are working to catch up on health premises inspections.
- Wickham High School site and residential property in Roebourne are in the process of being cleaned up.
- Higher number of unsightly properties identified this month as part of annual cyclone and bushfire risk property inspections across all towns and suburbs.
- Direction Notices Active:
 

	10
- Direction noticed complied	3
- Not complied but within notice period	6
- Outside notice period but being complied with	1
- Expired and in Court process 2
- City Growth currently managing \$369,738 worth of grant funding that the City has approved.
- Shakespeare Precinct Scheme Amendment request for quote was released on 25 November 2020 and will close on 11 December 2020.

Rangers Statistics 2020												
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	YTD
<b>Inspections/reinspections/audits</b>												
Activities on City Properties	3	33	96	75	36	22	8	9	8	5	1	296
Abandoned vehicles	23	27	40	38	40	37	16	26	17	18	21	303
Animal (dogs/etc)	119	123	153	136	251	201	216	213	162	130	187	1891
Cats	32	27	22	25	65	92	80	65	60	38	45	551
Camping	0	2	5	9	6	15	13	40	16	4	6	116
Cyclone	1	54	2	1	3	3	2	0	1	0	8	75
Bushfire Hazard/Permit to burn	1	2	2	3	2	10	2	8	37	0	28	95
Litter	32	134	225	241	263	359	149	143	70	99	87	1802
Parking	29	155	143	36	97	164	73	154	101	87	77	1116
Off Road Vehicles	9	25	23	24	15	11	10	7	13	12	9	158
Unsignly Properties	1	8	95	46	45	29	7	7	12	23	42	315
<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>672</b>	<b>497</b>	<b>416</b>	<b>511</b>	<b>6718</b>
<b>Infringements Issued</b>												
Bushfire	0	0	0	0	0	0	1	0	1	3		5
Activities on City Properties	0	33	87	50	69	104	24	0	0	0	0	367
Animal Environment & Nuisance	0	0	2	8	4	6	6	2	1	1	1	31
Animal (dogs/cats/etc)	8	22	22	14	25	14	27	23	15	32	20	222
Camping	0	0	0	0	0	0	0	0	0	0	0	0
Litter	1	1	0	1	0	4	2	0	0	3	1	13
Parking	20	52	51	25	29	61	23	39	9	85	28	422
<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>65</b>	<b>25</b>	<b>122</b>	<b>53</b>	<b>1060</b>
<b>Infringements</b>												
Value of Infringements Paid (\$)	10678	10947	18815	20959	12918	14099	17293	28669	21849	25048	10260	191535
Infringements withdrawn	0	20	5	5	4	0	1	1	4	9	3	52
<b>Impounded Dogs</b>												
Central	13	17	11	6	17	15	7	15	12	16	12	141
East	10	4	1	6	14	3	16	8	10	5	15	92
West	15	15	22	8	9	23	14	15	12	19	19	171
<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>38</b>	<b>34</b>	<b>40</b>	<b>46</b>	<b>404</b>
Released to Owner	21	17	17	8	24	25	21	20	14	13	22	202
Rehomed to SAFE	8	7	10	2	5	7	7	8	9	18	17	98
In pound at present	1	6	6	7	6	7	8	6	3	8	5	63
Holding pending court cases	0	0	0	0	0	0	0	0	0	0	0	0
Deceased	0	0	0	0	0	0	1	0	1	0	0	2
Euthanised	8	6	1	3	5	2	0	4	7	1	2	39
<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>38</b>	<b>34</b>	<b>40</b>	<b>46</b>	<b>404</b>
<b>Impounded Cats</b>												
Central	10	3	12	2	14	13	10	13	22	19	7	125
East	24	2	1	2	10	26	15	17	10	24	16	147
West	3	4	10	2	6	12	4	11	15	4	21	92
<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>41</b>	<b>47</b>	<b>47</b>	<b>44</b>	<b>364</b>
Released to Owner	1	1	2	1	1	0	5	1	2	0	1	15
Rehomed to SAFE	20	2	4	1	15	18	8	12	15	34	21	150
In pound at present	1	1	0	0	0	6	0	0	0	3	3	14
Euthanised	15	5	17	3	14	27	16	27	29	10	19	182
Deceased	0	0	0	1	0	0	1	1	1	0	0	4
<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>41</b>	<b>47</b>	<b>47</b>	<b>44</b>	<b>365</b>
<b>Customer Requests</b>												
After hours (AH) calls received	82	59	61	54	61	78	53	94	65	36	62	705
AH calls requiring an immediate response	73	43	41	29	37	59	43	75	41	30	47	518
3 Dog Applications	0	0	0	1	0	1	0	0	2	4	1	9
<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>169</b>	<b>108</b>	<b>70</b>	<b>110</b>	<b>1232</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	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	16	19	2	6	14	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	AUG	SEP	OCT	NOV	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	16	11	22	21	20	22	12	4	9	141	182	6	15	15	10	40	18	23	22	17	3	4	9
Lodging house inspection	0	0	0	2	2	0	4	4	2	0	0	14	28	1	0	0	0	14	1	5	6	1	0	0	0
Camping/caravan park inspection	0	0	0	0	0	1	1	0	0	0	1	3	9	0	0	0	0	4	2	1	0	0	1	0	1
Public building inspection	0	0	0	1	1	2	7	2	5	0	1	19	41	0	0	1	0	8	10	4	11	7	0	0	0
Swimming pool inspection	0	0	1	0	0	1	3	0	0	0	4	9	17	0	0	0	0	0	0	0	0	0	0	0	17
Hairdressers inspection	0	1	0	0	3	1	0	0	7	2	0	14	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	1	7	1	5	21	11	0	0	0	1	1	0	1	3	1	1	1	2
Septic tank inspections	0	0	0	0	0	1	0	0	1	1	0	3	18	1	1	1	4	0	0	2	2	4	3	0	0
Closed premises	9	2	1	0	0	0	0	1	2	0	1	16	45	6	10	0	3	2	1	3	3	3	5	0	9
<b>Monthly total</b>	<b>14</b>	<b>5</b>	<b>18</b>	<b>14</b>	<b>29</b>	<b>29</b>	<b>36</b>	<b>30</b>	<b>36</b>	<b>8</b>	<b>21</b>	<b>240</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	3	5	2	0	43	42	2	0	6	3	4	7	4	7	5	2	2	0
Building & Accommodation	0	9	3	4	3	4	3	0	0	3	2	31	23	4	1	1	2	0	0	4	4	2	1	3	1
Water & Waste Water	6	7	5	7	8	4	1	2	1	9	3	53	20	0	0	1	3	0	2	2	1	4	2	5	0
Food Safety	5	3	2	4	1	0	2	4	4	2	3	30	32	1	0	4	8	2	2	2	1	1	3	7	1
Noise Pollution	8	15	13	14	7	7	8	3	8	4	5	92	89	6	3	6	10	2	7	17	5	13	6	8	6
Public Health	5	7	17	14	8	10	7	4	4	6	8	90	72	4	6	3	11	5	2	3	7	17	4	8	2
Refuse & Litter	2	8	3	2	3	3	0	2	1	2	9	35	21	4	2	1	3	0	0	2	3	3	1	1	1
Skin Penetration	0	1	3	0	0	0	0	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	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>18</b>	<b>23</b>	<b>28</b>	<b>30</b>	<b>378</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	0	0	0	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	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	1	1	1	2	18	45	1	1	26	4	2	1	1	0	0	6	3	0
Campylobacteriosis	2	1	1	2	1	2	1	3	1	1	1	16	30	1	1	1	2	6	1	0	1	0	4	6	7
Cryptosporidiosis	0	2	4	3	0	0	0	0	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	1	0	0	1	16	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>5</b>	<b>2</b>	<b>2</b>	<b>4</b>	<b>65</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	13	8	4	8	91	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	0	0	0	0
Respond to swimming pool positive detections	0	0	1	0	1	0	0	0	0	1	0	3	9	2	0	2	4	1	0	0	0	0	0	0	0
Healthy dog day	0	0	1	0	1	0	0	0	0	1	1	4	5	0	1	0	0	1	0	0	2	0	0	1	0
Chicken bleeding	2	2	2	2	2	2	3	1	0	0	18	26	2	2	2	3	2	2	3	2	1	2	3	2	2
Infringements issued	0	0	0	0	0	0	1	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	32	29	28	18	237		-	-	-	-	-	-	-	-	-	-	-	-
<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>48</b>	<b>38</b>	<b>34</b>	<b>27</b>	<b>354</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													Building Statistics 2019												
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	YTD	TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>Building Permits</b>													<b>Building Permits</b>												
Dwellings	1	0	0	0	1	1	0	6	1	2	8	20	4	0	0	0	0	0	0	1	0	2	0	1	0
Alterations and Additions	1	2	15	32	40	37	13	29	21	16	18	224	13	0	0	0	0	3	1	3	2	2	1	0	1
Swimming Pools and Spas	4	5	7	6	6	8	6	5	7	16	12	82	67	1	7	6	8	2	5	7	3	6	4	11	7
Outbuildings (inc. signs and shade)	13	17	22	27	37	61	25	36	25	37	35	335	360	21	30	15	14	28	24	45	37	28	19	52	47
Group Development	1	1	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
Number Sole Occpy Units/GRP Development	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
Commercial	0	2	5	2	4	2	4	2	5	3	5	34	44	4	5	2	5	5	3	3	3	6	1	3	4
<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>78</b>	<b>59</b>	<b>74</b>	<b>78</b>	<b>697</b>	<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>Building Approval Certificates &amp; Demolition Certificates</b>												
Demolition Permits	0	0	0	2	1	1	0	0	0	0	1	5	3	0	0	1	0	0	0	0	0	0	0	1	1
BAC's	0	0	2	0	1	0	2	0	0	0	1	6	3	1	0	0	1	1	0	0	0	0	0	0	0
BAC Strata	0	0	1	1	0	0	0	1	0	0	0	3	2	0	0	1	0	1	0	0	0	0	0	0	0
<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>1</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>14</b>	<b>8</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>
<b>Occupancy Permits</b>													<b>Occupancy Permits</b>												
Occupancy Permits	0	0	3	1	1	4	1	0	3	2	1	16	21	3	2	1	1	2	2	3	1	1	2	2	1
OP Strata	0	1	0	0	0	0	0	0	0	0	0	1	1	0	0	1	0	0	0	0	0	0	0	0	0
OP Unauthorised	0	0	0	0	0	0	1	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	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>0</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>18</b>	<b>23</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</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>8,869</b>	<b>4,770</b>	<b>6,516</b>	<b>9,385</b>	<b>112,368</b>	<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>													<b>Applications Processed for Other Councils</b>												
Shire Of Ashburton	1	1	2	1	0	0	0	1	1	0	0	7	55	3	6	0	0	8	2	1	0	29	0	4	2
Shire of Wyndham (East Kimberley)	0	1	0	0	0	0	0	1	0	0	3	5	8	0	0	0	2	1	3	2	0	0	0	0	0
Port Hedland	6	9	8	5	9	11	23	27	15	17	24	154	95	8	6	8	6	6	6	5	7	10	14	13	6
<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>29</b>	<b>16</b>	<b>17</b>	<b>27</b>	<b>166</b>	<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>Private Certifications Provided</b>												
Certificate of Design Compliance	0	10	2	0	0	0	0	0	0	1	0	13	4	0	0	1	0	2	0	0	1	0	0	0	0
Certificate of Building Compliance	0	3	1	0	0	0	0	0	1	1	1	7	3	0	1	1	0	0	1	0	0	0	0	0	0
Certificate of Construction Compliance	0	1	1	0	0	0	0	0	1	1	0	4	10	0	0	0	0	0	2	0	0	0	0	1	0
<b>Monthly total</b>	<b>0</b>	<b>14</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>24</b>	<b>13</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</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>0</b>	<b>300</b>	<b>123</b>	<b>100</b>	<b>1,246</b>	<b>1337</b>	<b>0</b>	<b>7</b>	<b>403</b>	<b>0</b>	<b>927</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Private Swimming Pool Inspections (1 every 4 years)</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>58</b>	<b>78</b>	<b>58</b>	<b>58</b>	<b>535</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>

<b>Planning Statistics 2020</b>													<b>Planning Statistics 2019</b>												
<b>CATEGORIES</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>YTD</b>	<b>TOTAL</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>
<b>Lodgement</b>													<b>Lodgement</b>												
Development Applications	8	11	12	10	12	16	20	11	14	12	12	138	193	7	9	15	19	20	16	22	11	18	19	18	19
R-Codes Applications	6	5	6	1	4	4	7	5	11	5	12	66	94	4	2	10	7	7	5	13	6	12	11	12	5
Land Matters	9	7	7	4	10	10	6	11	15	13	9	101	149	11	10	12	30	10	8	12	5	13	7	12	19
Enforcement Matters	8	7	20	0	7	17	2	19	2	4	1	87	82	2	15	4	2	2	1	0	12	4	24	4	12
Scheme Amendments	1	0	0	0	0	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>46</b>	<b>42</b>	<b>34</b>	<b>34</b>	<b>393</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	24	36	28	22	27	21	23	15	35	36	14	11	22	15	18	18	22	24
Application Fees	4641	7361	7680	10333	5854	6037	23057	12317	6672	22476	5187	111615	365948	2489	10663	36483	47873	12364	72050	21537	9716	88720	51408	5822	6823
Development Value \$'000	743	1050	1966	3075	2241	697	8706	2821	1025	5208	1228	28760	586545	475	100187	2600	656	25050	40948	86236	1652	126928	180921	10207	10685

<b>Karratha Tourism and Visitor 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>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>YTD</b>
Visitors to the Centre	446	320	336	0 - COVID	195	920	3215	4312	2265	1516	740		14265
Sites booked 40 Mile online	N/A	N/A	N/A	0 - COVID	28	75	100	106	58	N/A	N/A		367
Sites paid in Cash 40 Mile	N/A	N/A	N/A	0 - COVID	20	242	333	1380	290	N/A	N/A		2265
Sites booked Cleaverville online	N/A	N/A	N/A	0 - COVID	25	131	159	212	107	N/A	N/A		634
Sites paid in Cash Cleaverville	N/A	N/A	N/A	0 - COVID	24	183	247	320	232	N/A	NN		1006
<b>Monthly total</b>	<b>446</b>	<b>320</b>	<b>336</b>	<b>0</b>	<b>292</b>	<b>1551</b>	<b>4054</b>	<b>6330</b>	<b>2952</b>	<b>1516</b>	<b>740</b>	<b>0</b>	<b>18537</b>
<b>Consignments</b>													
Number of local suppliers	15	15	15	0 - COVID	15	17	17	17	17	17	18		18
<b>Revenue</b>													
KTVC Retail Sales	\$3,825	\$4,911	\$2,724	0 - COVID	\$ 961	\$ 9,897	\$ 14,029	\$ 20,567	\$ 9,406	\$ 6,780	\$ 4,828		\$ 77,928
Bookeasy Sales						\$ 4,052	\$ 31,911	\$ 29,100	\$ 24,095	\$ 9,761	\$14,123		\$113,042
Cleaverville (online booking)	N/A	N/A	N/A	0 - COVID	\$ 892	\$ 6,592	\$ 9,928	\$ 9,296	\$ 4,944	N/A	N/A		\$ 31,652
Cleaverville (cash payment to caretaker)	N/A	N/A	N/A	0 - COVID	\$ 808	\$ 9,684	\$ 13,620	\$ 10,122	\$ 13,118	N/A	N/A		\$ 47,352
40 Mile (online booking)	N/A	N/A	N/A	0 - COVID	\$ 892	\$ 4,392	\$ 6,760	\$ 6,008	\$ 2,872	N/A	N/A		\$ 20,924
40 Mile (cash payment to caretaker)	N/A	N/A	N/A	0 - COVID	\$2,548	\$17,357	\$ 19,812	\$ 19,788	\$ 10,956	N/A	N/A		\$ 70,461
<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>\$ 94,881</b>	<b>\$ 65,391</b>	<b>\$ 16,541</b>	<b>\$18,951</b>	<b>\$-</b>	<b>\$361,359</b>

**TAKE YOUR BUSINESS ONLINE GRANTS 2020/2021**

	<b>APPLICANT</b>	<b>APPLICATION STATUS</b>	<b>TOTAL PROJECT COST</b>	<b>AMOUNT APPROVED</b>	<b>GRANT PURPOSE</b>
1	Bulla Baby	Approved	\$12,485	\$5,000	Online marketing strategy and implementation.
2	Playful Families	Approved	\$10,090	\$5,000	Online marketing strategy and implementation, including free resources and new podcast development.
3	6714 Skin	Approved	\$3,940	\$1,970	Website development with informational videos and booking module.
4	Tender Relief	Approved	\$63,750	\$5,000	Develop online tender support with interactive and educational website and application.
5	Raw Hire	Approved	\$63,750	\$5,000	Develop online tender support with interactive and educational website and application.
6	NYFL	Approved	\$10,120	\$5,000	Website development for Cossack Heritage Town and NYFL Commercial.
7	EMPIRE6714	Approved	\$4,400	\$2,200	Upgrading website to develop a catering/ordering platform with opportunity to grow to include retail.
8	My Language Box	Approved	\$3,000	\$1,500	Upgrading website, raising brand awareness and product placement with commission based websites and a referral marketing model.
9	Cheeditha Energy	Processing	\$13,000	\$1,500	Expansion of website to include a virtual capability statement and corporate profile. Stand-alone electronic documents, and within website.
10	Monokrome Kids	Approved	\$4,653	\$2,327	Website development and marketing activity.
11	Mynd Shyft	Approved	\$10,100	\$5,000	Website development and marketing activity.
12	Northwest Recycling	Approved	\$9,044	\$4,522	New website development and hosting, ongoing social media campaign including updated professional photos.
13	Bez Engineering	Approved	\$7,440	\$3,720	Website development and marketing activity.
14	Karratha Kite School	Approved	\$1,000	\$500	Website development including professional photos and online shop function.
15	Karratha Security WA	Declined	\$4,653	Nil	Website development and marketing activity. Retrospective funding declined.
	<b>TOTAL</b>		<b>\$221,425</b>	<b>\$48,238</b>	

**MESAP GRANTS 2020/21**

NAME	EVENT DATE	CASH / IN-KIND	TYPE	TERM	TOTAL CONTRIBUTION	2020/21 CONTRIBUTION (ex GST)
Yarra Burrup Classic OWS	06-Oct-20	Cash	Sport Event	3 year	\$60,000	\$20,000
Brew & the Moo	23-Oct-20	Cash	Festival	1	\$10,000	\$10,000
Basketball Australia Paralympic Team	01-Mar-21	Cash	Sport Event	1	\$54,000	\$54,000
Women’s Olympic Water Polo	01-Dec-20	Cash	Sport Event	1	\$105,000	\$105,000
State Natural Resource Management Coastal and Marine Conference	30-Aug-21	Application Expected	Conference	1	TBA	TBA
<b>Total:</b>					\$229,000	<b>\$189,000</b>

**EDG SCHEME 2020/21**

APPLICANT	PROJECT NAME	INITIATIVE DESCRIPTION	APPLICATION STATUS	TOTAL PROJECT BUDGET	2020/21 FUNDING (ex GST)
Yurra	Wanggalili Project - Phase One	Create a commercially viable and sustainable agricultural and manufacturing business by propagating local Yindjibarndi grown plants and harvested by local Aboriginal people for commercial sale.	Delivered	\$80,000	Nil
Fisheries research and Development Corporation (FRDC) and Maxima Oysters	Pilbara Rock Oyster	Pilot program to fill knowledge gaps in the feasibility of establishing a rock oyster aquaculture industry in the Pilbara, \$50k funding from the City of Karratha	Awaiting Final Feasibility Report	\$300,000	Nil
Maarnda Advanced Coatings	Galvanising Feasibility	Feasibility Study for the construction and operation of a hot-dip galvanising plant in Karratha. \$40k funding approved	Working with Maarnda to acquit grant and determine next steps	\$90,000	\$20,000
<b>TOTAL:</b>				<b>\$470,000</b>	<b>\$20,000</b>

**BDSG GRANTS 2020/21**

APPLICANT	PROJECT NAME	INITIATIVE DESCRIPTION	TOTAL PROJECT BUDGET	2020/21 APPROVED FUNDING (ex GST)
KDCCI	Business Excellence Awards	Awards night to recognise small business achievements.	\$90,000	\$10,000
KDCCI	Pilbara Women in Business	Workshops aimed at improving business skills and providing network opportunities amongst female business leaders	\$22,500	\$7,500
KDCCI	Pilbara Indigenous Business Networking Group	Initiative to enhance engagement between industry majors and Pilbara based indigenous suppliers and contractors	\$47,000	\$15,000
KDCCI	Business Briefing Breakfast	Quarterly Business Briefing Breakfasts	\$45,000	\$45,000
KDCCI	Diamond Sponsorship	KDCCI Membership / Sponsorship	\$10,000	\$10,000
KDCCI	Grow Local	Dedicated program run between the KDCCI and RCCIWA with the aim of building business capability	\$270,000	\$25,000
<b>TOTAL</b>			<b>\$484,500</b>	<b>\$112,500</b>

**PROJECTS LIST**

PROJECT	CONSULTANT	MOST RECENT ACTION	NEXT ACTION	STATUS
Local Planning Strategy	TBB RFF	DPLH and City of Karratha officers have completed and agreed on modifications.	Desktop publishing and signatory execution	Within Tolerance
Mulataga Structure Plan	Roberts Day	Approved by WAPC	Update City of Karratha Website	On Target
Scheme Amendment 51 (Nickol Bay Hospital)	Nil (internal)	Approved by Minister	File closed	On Target

Stallholder and Street Trading Policy Review	Nil (internal)	Council considered mobile trading options at Kevin Richards Memorial Oval at its November 2020 OCM. Meeting with mobile traders on 30 November 2020.	Council to consider terms under which new Policy is introduced. Additional consultation with mobile traders	Within Tolerance
Shakespeare Precinct Scheme Amendment	TBC	Project Plan and Request For Quote completed.	Request for Quote closes 11 December 2020.	On Target
FMG Autonomous Shuttle Bus	N/A	Autonomous Engineer stuck in France due to COVID-19	Continue to liaise with FMG	Within Tolerance
EcoHub	Naja & Mann Advisory	Advice received from DPLH in relation to tenure options for EcoHub development. DPLH has confirmed the creation of a separate lot over the southern portion of the Karratha Airport reserve.	Continue to work on proponents of renewable industries.	Within Tolerance
Environmental Sustainability Strategy	Nil (internal)	Draft prepared and presented to Council Sept 20 and approved for public comment. Advertised on 30 Sept and now closed. Commenced analysis of feedback	Collate feedback and include recommendations from recent studies and announcements (e.g. Hydrogen Study, WA Plastics Strategy). Engage internally to communicate feedback, approve recommended amendments and prioritise implementation plan. Liaise with Communications & Marketing to update document design. Meet with ESAG to provide advice on the finalised document. Prepare Council report outlining the key themes and recommended changes.	On Target

Energy Efficiency & Governance	Nil (internal)	Energy Efficiency Team have met. Audits and streamlining of 60+ accounts complete. Commenced reviewing the Energy Efficiency Action Plan. Horizon Power (HP) App set up for top consuming HP sites but not possible for Rio Tinto accounts. Funding approved during budget review to procure a software solution to utilities management and reporting. The software will enable timely reporting and measurement of carbon emissions.	Develop project and procurement plan. The Energy Efficiency Team to meet to continue progressing the EEAP.	On Target
Utility Monitoring	TBC	Project presented at the November Council meeting the proposed budget allocation for the new initiative was endorsed.	Develop project plan and commence procurement process.	On Target
Waterwise Council (WWC)	Nil (internal)	Waterwise Management Team has met and existing Water Efficiency Action Plan being reviewed. Preparation of the annual Waterwise Council report underway. Consider progressing City towards Gold WWC status in 2021.	Complete and submit the 2019/2020 Waterwise Council Annual Report. Waterwise Management Team to continue meeting to progress the WEAP.	On Target
ClimateClever	Nil (internal)	Presented to Council in September and endorsed entering into a partnership. Contract management and project planning has commenced.	Approve contract and implement as per project plan.	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**

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### **OFFICER'S RECOMMENDATION**

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

#### **18.1 CONFIDENTIAL ITEM 18.1 CITY HOUSING TENDER**

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 Wednesday, 27 January 2021 at 5.30 pm at Council Chambers - Welcome Road, Karratha.