



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, 16 December 2013 at 6:30pm**

**CHRIS ADAMS
CHIEF EXECUTIVE OFFICER**



No responsibility whatsoever is implied or accepted by the Shire of Roebourne for any act, omission or statement or intimation occurring during Council or Committee Meetings. The Shire of Roebourne 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 Shire of Roebourne during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Roebourne.

The Shire of Roebourne warns that anyone who has any application lodged with the Shire of Roebourne 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 Shire of Roebourne 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 ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE

Councillors:

- Cr Peter Long [President]
- Cr John Lally [Deputy President]
- Cr Garry Bailey
- Cr Geoff Harris
- Cr Harry Hipworth
- Cr Nerida Kickett
- Cr Janine Miller
- Cr Michael Saylor
- Cr Evette Smeathers
- Cr Robin Vandenberg
- Cr Fiona White-Hartig

Staff:

Chris Adams	Chief Executive Officer
Phillip Trestrail	Director Corporate Services
Andrew Ward	Director Community Services
David Pentz	Director Development Services
Simon Kot	Director Strategic Projects & Infrastructure
Linda Franssen	Minute Secretary

Apologies:

Absent:

Leave of Absence:

Members of Public:

Members of Media:

4 DECLARATIONS OF INTEREST

5 PETITIONS/DEPUTATIONS/PRESENTATIONS

Fleetwood Corporation Ltd - Mr Dominic Letts, and Rowe Group - Mr Greg Rowe

6 CONFIRMATION OF MINUTES AND BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on Monday, 18 November 2013, be confirmed as a true and correct record of proceedings.

7 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

06/11/2013	- Meeting with Melissa Price, Federal Member for Durack
07/11/2013	- Meeting with Mark Lewis MLC, Member for the Mining and Pastoral Region
14/11/2013	- Meeting with Norman Baker - Pilbara Institute
18/11/2013	- Meeting with John Frontczak - Chevron
20/11/2013	- Meeting with PCYC CEO (Police and Community Youth Centres) and Assistant Minister for Police
25/11/2013	- Meeting with Peter Clough - Woodside - Perth
26/11/2013	- Meeting with Graeme Harmon - Chevron – Perth
27/11/2013	- Meeting with Guy Boyce and Mark Newman - Mandurah Performing Arts Centre
28/11/2013	- Meeting with Mark Loquan - CEO Yara

8 EXECUTIVE SERVICES

8.1 CITY STATUS

File No:	ED.15
Responsible Executive Officer:	Chief Executive Officer
Reporting Author:	Chief Executive Officer
Date of Report:	9 December 2013
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	<ol style="list-style-type: none">1. Report on the Results of the Shire of Roebourne City Status Phone Poll2. City Status Q & A Document3. Report on the Results of the Shire of Roebourne City Status Call for Public Submissions and Targeted Consultation4. Research report on Cost/Benefits of City Status

PURPOSE

For Council to consider:

- Changing its status from a Shire to a City.
- What the City should be called if City status is desired.

BACKGROUND

Eligibility to Become a City

The *Local Government Act 1995*, Part 2, Division 1, Section 2.4 (3) states that:

A district can only be designated a city if - the district, if it is not in the metropolitan area, has more than 20 000 inhabitants more than half of whom live in an urban area.

The Shire of Roebourne's estimated residential population (ERP), as determined by the Australian Bureau of Statistics, stands at 24,916 (2012). This has been officially confirmed in writing by the Government Statistician. This puts the Shire in the position of being able to apply for city status if Council so desires.

At the July 2012 Ordinary Council Meeting, Council established the City Status Advisory Group (Resolution 152129) to investigate the cost benefit of achieving City Status and to provide a report to Council recommending future direction. Current membership of the group includes Crs White-Hartig, Lally, Saylor and Bailey, the CEO, Directors, Manager Integrated Strategic Planning and Economic Development Advisor.

At the request of the Advisory Group, official advice has been obtained from the Department of Local Government (DLG) on naming protocols. In particular, the question was raised whether a City could remain within a Shire (ie could a potential City of Karratha lie within the Shire of Roebourne?) The DLG has confirmed that the designation for a municipality must

be either Shire, Town or City and therefore a name such as “City of Karratha in the District or Shire of Roebourne” is not possible.

Phone Poll Results

In February 2013, Council commissioned a random telephone survey of Shire of Roebourne residents seeking to ascertain the level of interest from the community in the Shire becoming a city as an initial stage of the community engagement process. 2,479 contacts were made from which 289 responses were recorded. Respondents were asked three questions:

1. Were you aware that the Shire of Roebourne is considering becoming a city?
2. Do you support the Shire of Roebourne becoming a city?
3. If council decides to become a city, what do you think it should be called?

Key findings from the telephone poll indicated were that:

- 89% of respondents were aware of the Shire considering City Status.
- 70% of the respondents support the Shire becoming a city.
- 81% of respondents suggested the new city be called ‘City of Karratha’ with 16% suggesting City of Roebourne.

More detailed analysis of these results is available in Attachment 1.

Call for Submission - Results

A further report on this matter was tabled at the September 2013 Ordinary Council Meeting. At that time, Council resolved to undertake further community consultation. A comprehensive community consultation campaign was undertaken that included:

- A three week advertising campaign in local newspapers calling for submissions.
- Distribution of approximately 3000 letters to ratepayers seeking feedback;
- Distributing approximately 6000 flyers seeking feedback;
- Writing letters to local indigenous groups, business groups and community associations seeking their feedback;
- Preparing and distributing a City Status: Questions and Answers Sheet (See Attachment 2); and
- Attending community meetings to discuss the perceived pros and cons of Shire vs City status.

As a result of the above activities the Shire received written submissions from the following 15 groups/organisations:

- Point Samson Community Association
- Karratha Community Association
- Karratha and Districts Chamber of Commerce and Industry (KDCCI)
- Small Business Centre West Pilbara (SBCWP)
- Pilbara Development Commission
- Regional Development Australia Pilbara (RDA Pilbara)
- Dampier Port Authority (DPA)
- Horizon Power
- Ray White Karratha
- Pilbara Wildlife Carers Association Inc
- Tutt Bryant
- North West Tree Services
- Premier Taxis Karratha
- Swift Plant Hire

- Nirvana Hair and Body Sanctum

13 of the 15 respondents indicated support for the proposed transition to City status with two opposing the proposed change.

In addition to the organisational responses, 200 individual responses were received. Of these responses:

- 94% were residents with 60% being ratepayers;
- 74% of respondents were from Karratha with Dampier (10%), Wickham (4%) Roebourne (1%) and Point Sampson (9%) and not stated (2.5%) respectively;
- 52.5 % supported changing from a Shire to a City whilst 47.5% supported the Shire remaining as a Shire;
- Karratha based residents were more supportive of changing to City Status (62% support) when compared to non-Karratha based residents (37% support). Only 1 of 18 (5.5%) of Point Sampson residents who responded, supported the change.

A sample of the key arguments/comments, both for and against the proposed change, have been tabled below. A full report on the findings is located in Attachment 3.

Arguments/Comments For Changing to City Status	Arguments/Comments Against Changing to City Status
Achieving city status would be a significant milestone in delivering regional change and recognition of the Pilbara as a growing and prosperous area.	There was no qualitative data presented that showed any real economic benefit to the Shire. Cost benefit analysis doesn't stack up.
Being a city gives the region a higher profile and will hopefully therefore create more opportunities to obtain funding and investment for our region as well as business opportunities for our business owners.	Loss of small town friendliness associated with becoming a City.
A city creates a level of confidence which is important to attract investment and to attract residents.	Insufficient community consultation.
City status will hopefully create a greater focus from decision makers who don't live here.	Services in decline therefore don't warrant City status. Hospital facilities not big enough.
Granting the Shire of Roebourne City status aligns with the Pilbara Cities vision and demonstrates the growth and importance of the North West.	Population of Karratha doesn't warrant being called a City.
If we don't go to city status it's the end of my business.	Has anyone thought about the impact a name change will have on tourism, maps etc? Will people be able to find us?
City status raises the profile of the whole region	Will become too Karratha centric.
More diversification in businesses should improve customer service and bring prices down slightly.	I don't see how we can become a City while Woodside and other companies are all going FIFO.
A powerful marketing tool that will help to attract more jobs and businesses.	Infrastructure not established enough.
Assists with economic diversification.	It is a very expensive title with no benefits for the people that live here
Embraces the future by building on the City of the North works and the State Government's vision for Karratha and the region.	Not ready, few years to go before even thinking of this.
To promote further growth & investment in the north	In fear of losing allowances for being regional.

A change to city status will signify a commitment to growth and providing the facilities a family expects of a city.	No need, minimal return for investment.
The benefits that will flow are unmeasurable.	I like the regional feel, don't like traffic lights, feel like moving north.
City status will put us on the map.	Loss of historical identity associated with becoming City of Karratha.
Better opportunities globally from an economic perspective.	There will be more crime with more people moving here
Name and status should be commensurate with planned growth.	Should have held a referendum on this issue.

Preferred Name Should City Status be Supported

If Council does elect to become a City it will need to determine an appropriate name. The most common names that have been discussed are the “City of Karratha” or the “City of Roebourne”. Having said that, the Point Samson Community Association suggest that residents and rate payers have not had the opportunity to select a different name. Other naming options raised in the submissions have included:

- City of Nickol Bay or Nickol Bay City Council
- West Pilbara City Council
- Karratha City Council
- City of City of Karratha-Roebourne
- City of the North West
- City of the Pilbara
- City of Dampier
- City of Yeeramukadoo

Alternate names that have been previously suggested by Councillors or Shire staff include:

- City of Greater Roebourne
- City of Greater Karratha.

Process for Name Change

If Council were to change from the Shire of Roebourne to the City of Roebourne an application under 2.4 of the *Local Government Act* is required. This process involves seeking Ministerial support and a Governors Order to change the designation of the district from Shire to City. This is a relatively simple process that could be progressed and finalised within three months.

If the name of the District is to change from Shire Roebourne to an alternate name (ie City of Karratha), an application for a change of name is also required. This application must be sent to the Minister for Local Government. The application is subsequently considered by the Local Government Advisory Board (LGAB) who will make a recommendation to the Minister to support (or otherwise) the name change. The Minister will then accept or reject the recommendation of the LGAB.

Should the LGAB and Minister support the name change, the matter is sent the Governor of Western Australia for the making of the appropriate order. While there is no prescriptive timeframes around the above process, largely as the level of consultation and deliberation undertaken by the LGAB is not prescriptive, it is likely that the above would take a minimum of four months to complete.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy *CE-8 Significant Decision Making Policy*, this matter is considered to be of high significance in terms of:

1. Community impact – the decision to transition to city status, particularly if a name change is involved, will affect all residents with the municipality. It is anticipated that the transition will positively impact the future social, cultural and economic well being of residents.
2. Financial Impact - There will be a cost impost to Council for the transformation to City status. Progression towards achievement of City Status has been budgeted for in the 2013/14 budget.

COUNCILLOR/OFFICER CONSULTATION

Consultation with Councillors has been undertaken via the City Status Advisory Group. Minutes of the Advisory Group meetings have been presented to Council for acceptance.

COMMUNITY CONSULTATION

As outlined previously in this report, detailed community consultation has been undertaken on this matter.

STATUTORY IMPLICATIONS

Section 2.4 of the Local Government Act 1995 (The Act) requires that the district itself be defined by the designation of either "city, town or shire". Further, a district can only be designated a city if — the district, if it is not in the metropolitan area, has more than 20 000 inhabitants more than half of whom live in an urban area.

A simple change of designation only requires that the population criteria under Section 2.4 be met, whereas a change of name will require consideration by the Local Government Advisory Board under Section 2.3(4).

Clause 5(c) of Schedule 2.1 to the Local Government Act 1995 states that:

A local government may, whether or not it has received a submission, propose to the Minister the making of an order changing the name of the district or a ward.*

** Absolute majority required.*

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

If implemented, there will be a financial impost of implementing city status. These include but are not limited to:

- Redesign of logo and corporate image with roll out across the Shire in terms of signage, stationary etc;
- Rebadging/redesign of staff uniforms;
- Shire website revamp, domain name registration, other ICT implementation costs;
- Acquisition of Mayoral regalia i.e. robes and chain of office; and
- City Status major event launch, public relations activities and civic celebrations.

Costs could be minimised however through:

- Rebadging an existing Shire event on the calendar as the City Status event; Progressively implementing the name change across the City in a systematic way to ensure costs and wastage are minimised;

- Delaying or minimising usual signage replacement due to damage etc (essential signs only) leading up to changeover to minimise costs;
- Minimising uniform replacement costs by limiting replacement to essential items and/or existing stock only during the lead up;
- Implementing City Status initiatives across two financial years.

A budget allocation (Account 370202 City Status Project) exists for city status to finance community consultation. \$25,000 was budgeted for 2012/13. A further allocation of 30,000 was included in the 2013/14 budget. Further funds will be required in subsequent budgets if Council elects to proceed with the potential change.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2012-2013 provided for this activity:

Our Program:	1.f.4.3	Encourage Community Engagement
Our Services:	1.f.4.3.2	Investigate transition to city status through consultation with the community

RISK MANAGEMENT CONSIDERATIONS

Community consultation has identified potential issues and risks associated with the potential change of status and/or name. Risk mitigation and management strategies will be put in place to manage these potential or perceived risks should Council elect to proceed with transition to City status and/or change the name of district.

IMPACT ON CAPACITY

In the planning for and implementation of city status, Council resources in terms of manpower and finance will needed to be directed to the task to effectively carry out the transformation. This will impact on a variety of Departments including Human Resources, Works, Information Technology, Compliance and Community Services but can be managed within existing staff resources.

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

DELEGATED AUTHORITY

There are no delegated authorities relevant to this matter.

VOTING REQUIREMENTS

Absolute Majority

OPTIONS:

Option 1 – Change to City of Karratha

As per Officer's recommendation.

Option 2 – Agree to Become a City but undertake further Consultation re the preferred name
That Council by SIMPLE Majority pursuant to Section 3.18 (1) of the *Local Government Act 1995* RESOLVES to:

1. ACKNOWLEDGE that the Shire of Roebourne now meets the criteria as prescribed in Section 2.4 of the Local Government Act 1995 to be designated a "City".
2. SUPPORT the change of designation from "Shire of Roebourne" to a "City"

3. INSTRUCT the CEO to coordinate further community consultation on the preferred name for the new City and present a subsequent report back to Council on the findings.

Option 3 – Do Nothing

That Council by SIMPLE Majority pursuant to Section 3.18 (1) of the *Local Government Act 1995* RESOLVES to DO NOTHING further regarding potentially transitioning to a City at this time.

CONCLUSION

The Shire of Roebourne now meets the mandatory population requirement necessary to bid for city status. Council essentially needs to make two decisions:

- a) Does it want to change from Shire status to City status?; and
- b) If it wants to change to City status, what should the name be?

While extensive community consultation has revealed a majority support to change from Shire status to City status, there are elements of the community who are strongly opposed to the potential change. The potential naming of the city is a particularly divisive issue with strong views being given on alternate preferred name.

Given that the Shire of Roebourne meets the legislative threshold to become a City and that the majority of residents support the change it is recommended that Council proceed with the change to City status and select its preferred name for the City.

OFFICER'S RECOMMENDATION

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

1. **ACKNOWLEDGE** that the Shire of Roebourne now meets the criteria as prescribed in Section 2.4 of the *Local Government Act 1995* to be designated a "City".
2. **SUPPORT** the change of designation from "Shire of Roebourne" to "City of Karratha".
3. **MAKE APPLICATION** to the State Government to change the designation of the District from a Shire to a City in accordance with the provisions of Section 2.4 of *Local Government Act (1995)*

That Council by ABSOLUTE Majority pursuant to Clause 5(c) of Schedule 2.2 of the *Local Government Act 1995* RESOLVES to INSTRUCTS the Chief Executive Officer to lodge a proposal to Minister for Local Government to change the name of the District from the Shire of Roebourne to the City of Karratha.

9 CORPORATE SERVICES

9.1 FINANCIAL STATEMENT FOR PERIOD ENDING 31 OCTOBER 2013

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Management Accountant
Date of Report:	2 December 2013
Applicant/Proponent:	Not applicable
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To provide a summary of Council's financial position for the period ending 31st October 2013.

BACKGROUND

The following table is a summary of the Financial Activity Statement Report compared to the Budget as at 31st October 2013:

2013-2014	Original Budget	Year to Date Budget	Year To Date Actual	YTD Variance	Var. Ind
Operating Expense	(75,785,178)	(25,695,048)	(21,561,054)	4,133,994	▼
Operating Revenue (incl. Rates)	105,366,343	61,977,129	66,980,902	5,003,773	▲
Non Operating Exp	(51,031,459)	(17,640,608)	(9,877,912)	7,762,696	▼
Non Operating Rev	12,643,124	2,497,718	2,380,292	(117,426)	▼
Non Cash Items Included	8,153,389	1,156,615	1,939,822	783,207	▲
Surplus BFWD 12/13	653,781	1,136,042	1,136,042	0	
Surplus/(Deficit) 13/14	0	23,431,848	40,998,092	17,566,244	▲

This table shows that Council is currently in a surplus position \$17.5m above budget. Major variances are as follows:

Operating Revenue	Operating Expense	Non-operating Expense
Over budget due to: <ul style="list-style-type: none"> • \$2.6m grants for Karratha Leisureplex budgeted for the prior financial year being received in 2013/14; • \$1m contribution for the Dampier Community Hub not budgeted; • \$945k over budget in income from the Walkington Theatre and Karratha Leisureplex; 	Under budget in the following programs: <ul style="list-style-type: none"> • \$935k in Community Amenities; • \$890k in Transport; • \$670k in Other Property & Services. 	Under budget in the following projects: <ul style="list-style-type: none"> • \$2.5m in works for the development of transfer station. • \$1.2m in Karratha Leisureplex expenses; • \$1.3m Airport works; • \$689k KEC demolition.

Further detail on these variances is included later in this report in the variance commentary by Program for the Rate Setting Statement.

FINANCIAL MANAGEMENT SUMMARY

Financial Ratios

Ratio	Description of Ratio/Indicative Target Ranges provided by Dept of Local Government	Original Budget 2013/14	YTD Budget 2013/14	YTD Actual Result	Variance Description
Operating Sustainability					
Operating Surplus Ratio	An indicator of the extent to which revenue raised not only covers operational expenses, but also provides for capital funding				This variance is due to high operating income year to date, particularly in the form of Grant Revenue. An Operating Surplus Ratio in excess of 15% indicates a strong financial position.
	Operating Surplus (excl. capital grants & contributions)/Own Source Revenue	<u>21,962,770</u>	<u>29,178,898</u>	<u>35,399,732</u>	
	Target between 0% and 15%	<u>86,583,328</u> 25.4%	<u>52,057,405</u> 56.1%	<u>52,747,742</u> 67.1%	
Asset Sustainability Ratio	An approximation of the extent to which assets managed by a local government are being replaced as these reach the end of their useful life				The Asset Sustainability Ratio is below the YTD budget due to Capital expenditure being behind budget YTD as well as depreciation being above budget due to depreciation adjustments relating to EOFY plant revaluations.
	Capital Renewal and Replacement Expenditure/Depreciation	<u>28,559,117</u>	<u>14,322,783</u>	<u>6,827,573</u>	
	Target - Greater than 0.90	<u>8,075,504</u> 3.54	<u>1,157,104</u> 12.38	<u>1,634,992</u> 4.18	
Own Source Revenue Ratio	An indicator of a local government's ability to cover its costs through its own tax and revenue efforts				This variance is due to operating expenses below YTD budget.
	Own Source Operating Revenue/Operating Expenses	<u>86,644,765</u>	<u>52,057,405</u>	<u>52,747,742</u>	
	Target - Greater than or equal to 0.40	<u>75,785,178</u> 1.14	<u>25,695,048</u> 2.03	<u>21,561,054</u> 2.45	
Liquidity Ratios					
Current Ratio	A measure of a local government's liquidity and its ability to meet its short term financial obligations from unrestricted current assets				The current ratio is unable to be calculated on a YTD budgeted basis due to the nature of its components being budgeted on an annual basis.
	Current Assets less Restricted Assets/Current Liabilities less liabilities associated with Restricted assets	<u>9,569,996</u>	Not Applicable	<u>48,221,630</u>	
	Target - greater than or equal to 1	<u>9,277,760</u> 1.03		<u>8,024,979</u> 6.01	
Debt Ratios					
Debt Service Cover Ratio	An indicator of a local government's ability to generate sufficient cash to cover its debt payments				Original Budget results in a ratio in excess of 10 due to low level of debt resulting from early loan repayment programme undertaken in 2012/13. Council's sole outstanding debt is a Self Supporting Loan to the Chamber of Commerce.
	Operating surplus before interest expense and depreciation/Principal and interest Expense	<u>30,042,200</u>	<u>30,336,002</u>	<u>35,399,732</u>	
	Target - more than 2- The higher the better	<u>6,858</u> >10	<u>4,920</u> >10	<u>3,429</u> >10	

Statement of Financial Position

	2013 Oct	2013 Sep	% change
	Current		
Assets	91,643,799	93,491,239	-1.98%
Liabilities	10,706,851	8,396,020	27.52%
	Non Current		
Assets	265,511,408	264,662,557	0.32%
Liabilities	570,185	570,185	0.00%
Net Assets	345,878,171	349,187,590	

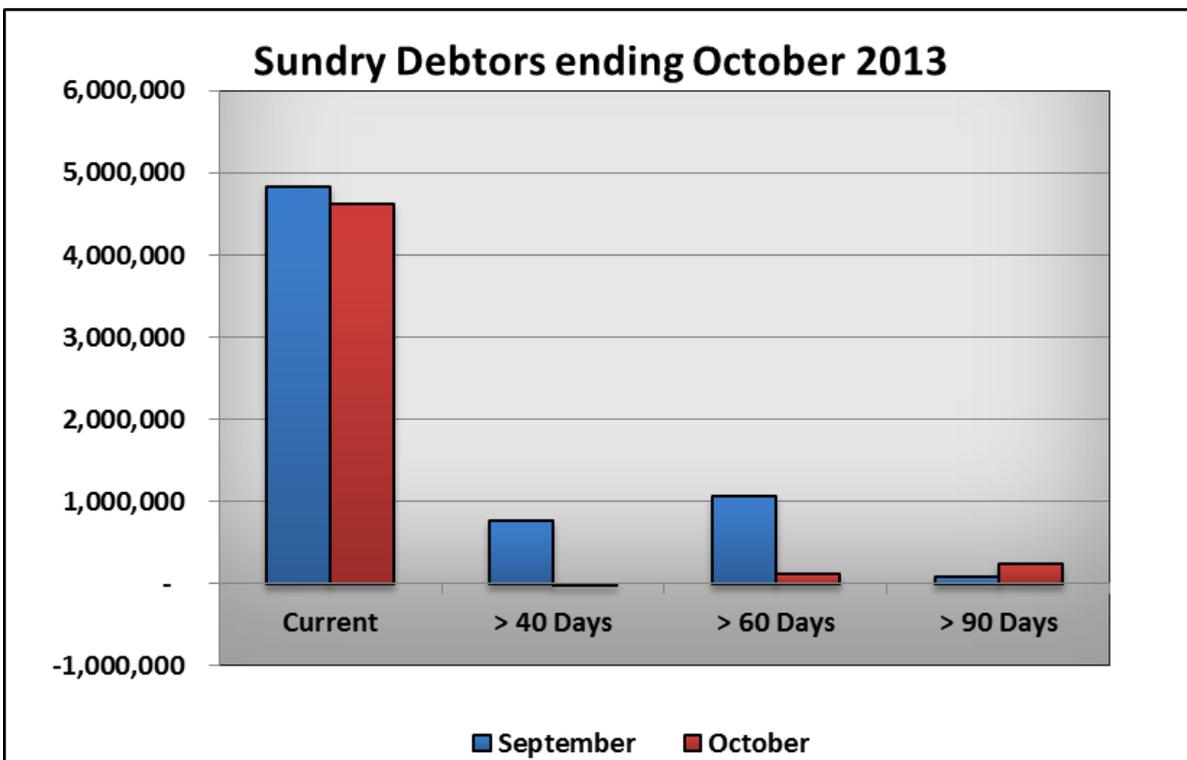
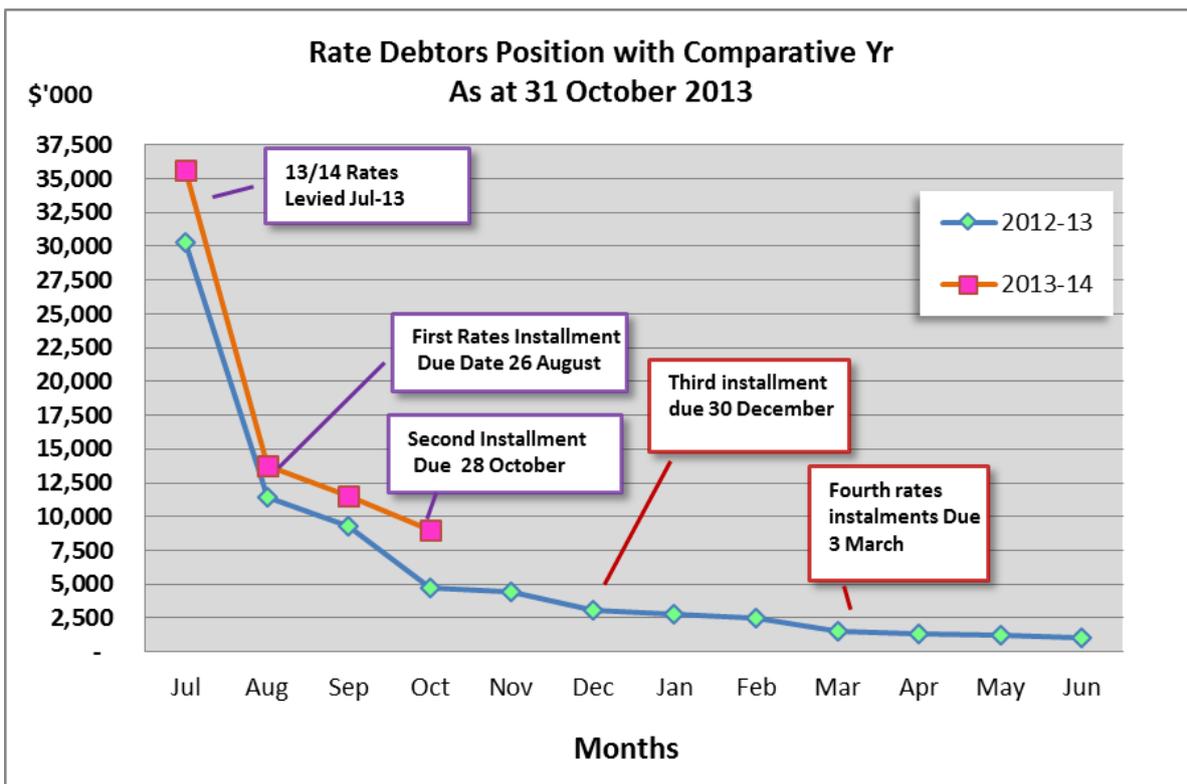
Total Current Assets decreased by 1.98% from September to October due to regular monthly invoicing fluctuations. Current Liabilities have increased by 27.52% from September to October due to an increased volume of supplier invoices received to be paid in November. Non current assets have increased 0.32% due to capital works commenced in the new financial year. Non Current Liabilities remained unchanged.

Debtors Schedule

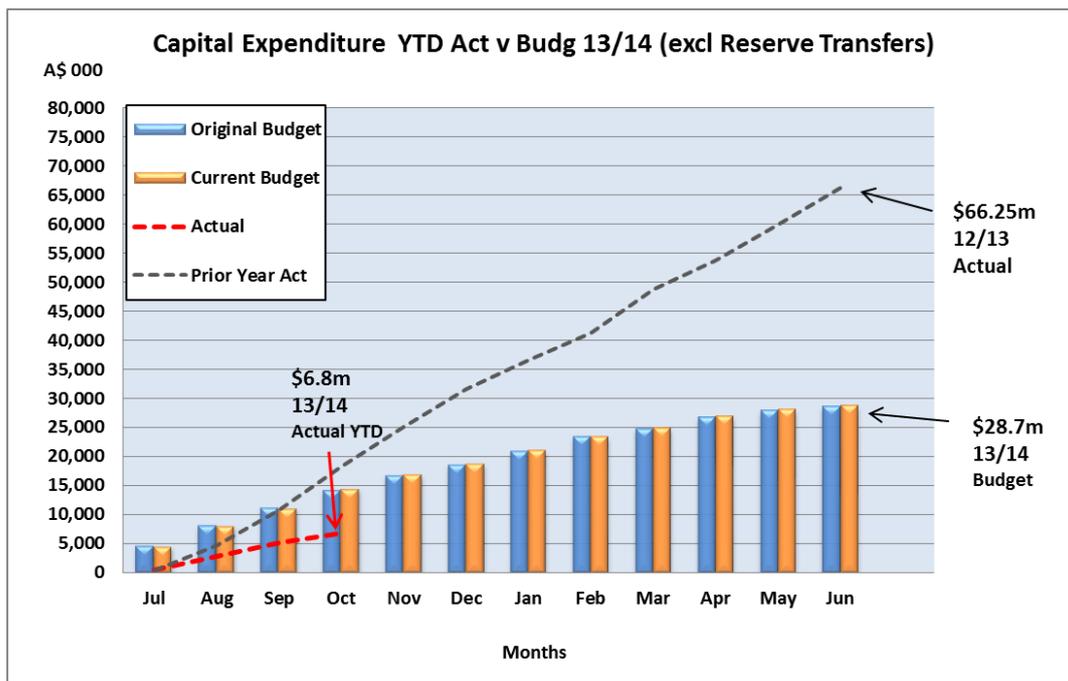
Total Trade Debtors decreased by 26% or \$1,758,819 in the period due to regular payment of invoices. Stringent debt collection on outstanding debts greater than 40 Days continued in line with Council policy. The following table shows outstanding balances for each aging period for balances in excess of \$5,000 as well as debtors with significant current balances held in excess of \$1 million.

Debtor	Total	Current	40 Days	60 Days	> 90 Days	Since paid (Y/N)	Comments
QANTASLINK PTY LTD	\$143,557	\$29,657	\$0	\$17,025	\$96,875	No	Qantas have not accepted 13/14 fees and charges so not paying/shortpaying. Airport staff dealing with
ATTORNEY GENERALS DEPARTMENT	\$45,000	\$0	\$0	\$0	\$45,000	No	Contract negotiations - payment deferred
Air BP	\$37,107	\$0	\$0	\$0	\$37,107	No	Incorrect amount invoiced - Waiting for surveyors to confirm new land area to be handed back to confirm correct amount- Airport Property Officer to advise
Karratha Netball Association	\$23,661	\$11,439	\$7,054	\$5,196	-\$29	No	Payment followed up
KARRATHA AIR LOGISTICS	\$16,592	\$0	\$0	\$0	\$16,592	No	Debt collection - unable to locate debtor
QANTAS AIRWAYS LIMITED	\$855,974	\$757,447	\$270	\$86,108	\$12,149	No	Qantas have not accepted 13/14 fees and charges so not paying/shortpaying. Airport staff dealing with

The outstanding rates balance has decreased by 22% or \$2,552,591 due to second rates instalment being due 28th October.



Capital Expenditure



Asset Class	YTD			Annual	
	YTD Amended Budget	YTD Actual	Variance %	Annual Orig Budget	Annual Amend Budget
	31-Oct-13			30-Jun-14	
Land	0	0	0%	0	0
Artwork	0	0	0%	0	0
Buildings	9,189,572	2,792,174	-70%	14,359,126	14,510,298
Equipment	186,000	(,635)	0%	288,000	288,000
Furn & Equip	137,600	57,580	-58%	644,800	644,800
Plant	495,290	200,184	0%	1,726,290	1,726,290
Infrastructure	4,314,321	3,778,270	-12%	11,540,901	11,540,901
Totals	14,322,783	6,827,573	-52%	28,559,117	28,710,289

The Shire’s 2013/14 Capital Expenditure budget is \$28.7 million. This represents a significant decrease in capital spend on the prior years actual spend of \$66.25 million. The majority of the budget is associated with major projects including Karratha Airport building and infrastructure and Karratha Leisureplex works. This shows that Council is currently 52% below budget in capital expenditure year to date. Major variances are in Building purchases as follows:

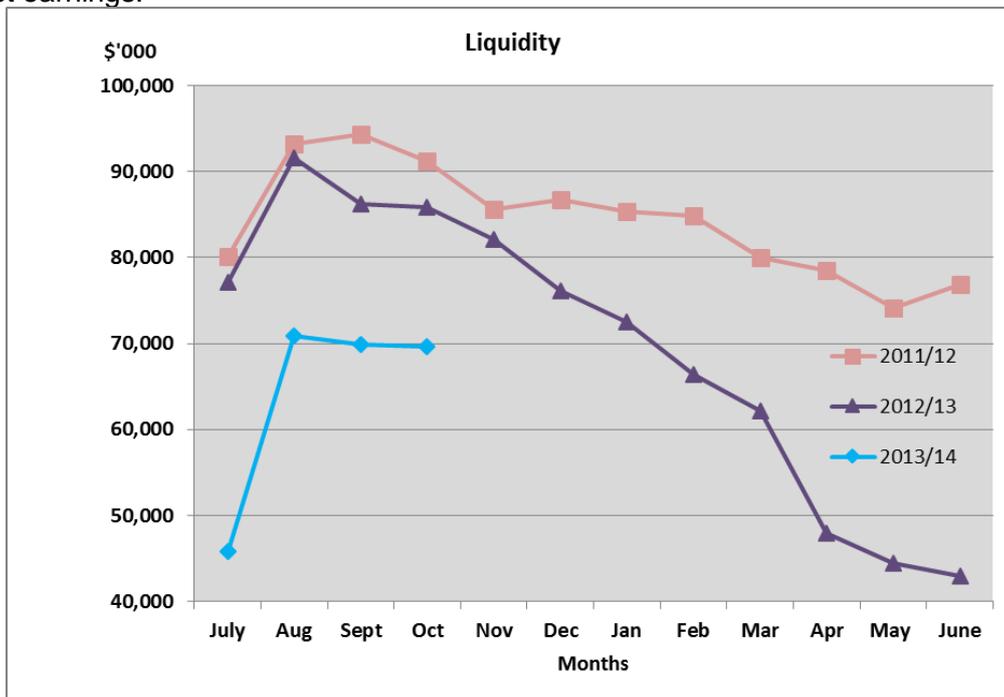
- \$2.5m 7 Mile Tip building improvements
- \$1.05m Karratha Leisureplex
- \$729k Karratha Airport Terminal Expansion project
- \$689k KEC Demolition
- \$627k new Airport W/S Facility

Further detail on these variances is included later in this report in the variance commentary by Program for the Rate Setting Statement.

Cash and Investments

Investment Accounts	Balance 31 October	Interest %	
Reserve Account	2,739,164	2.51	Transactional Account
Maxi Cash Reserve	13,620,245	3.00	Cash Management
Reserve TD - WBC	17,000,000	0	Investment
Reserve TD - WBC	10,000,000	0	Investment
Municipal at call Accounts	7,216,942	0.00	Transactional Account
Municipal TD - Bankwest	7,000,000	3.75	Investment
Municipal TD - NAB	7,000,000	3.9	Investment
Municipal TD - NAB	5,000,000	3.85	Investment
Cash on Hand	26,955	0	Cash Floats
Total	69,603,306		

The Reserve Bank cash rate (overnight money market interest rate) has remained at 2.5%, since the 25 basis point decrease in early August. During October, \$19 million of municipal funds continued to be invested with \$14m to mature in November whilst \$27 million of reserve funds continued to be invested at 4.23% to mature in November. The Municipal funds held with Westpac Bank continued to earn 2.51% interest on balances between \$1,000,000 and \$5,000,000 in the everyday account and 3% on the Maxi-Direct Muni Account to maximise interest earnings.



The liquidity graph for 2013/14 demonstrates a normal local government position at the commencement of the new financial year, with the second rate instalment falling due on the 28th October. This liquidity position is in contrast to prior financial years of significant grant funding used to fund major Community & Recreation building and infrastructure projects.

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

- Rate Setting Statement;
- Operating Revenue and Expenses Variance Commentary by Nature & Type;
- Operating and Capital Variance Commentary by Programme Area;
- Net Current Asset Position;
- Statement of Financial Position (Balance Sheet);
- Cash and Cash Equivalent Note;
- Schedule of Divisional Financial Activity.

LEVEL OF SIGNIFICANCE

Financial integrity is essential to the operational viability of the Shire 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 Shire of Roebourne 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), 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 programme level, variance commentary considers the most significant items that comprise the variance.

POLICY IMPLICATIONS

The Shire'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 2013 with a current full year balanced budget and actual surplus year to date reported of \$40,998,092 which is largely due to invoicing of rates in July and delays in commencement of 2013/14 projects.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

- | | | |
|---------------|-----------|--|
| Our Program: | 4.d.1.3 | Provide transparent and accountable financial information required by the Local Government Act, Code of Accounting Practice, Australian Accounting Standards and Local Government regulations. |
| Our Services: | 4.d.1.3.2 | Prepare the monthly financial statements and reports to Council. |

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, had occurred are escalated immediately for consideration by Executive and/or Council.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

This is a routine process alerting Council of the current financial position of the Shire of Roebourne.

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 2013; 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 2013.

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.

OFFICERS 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 2013.

Shire Of Roebourne						
Notes To And Forming Part Of The Financial Statements						
for the period ending 31 October 2013						
	Original Budget	Budget YTD	Actual YTD	Material Variance >=10%	\$50,000 or more	2012/13
	\$		\$	%	\$	\$
Operating Revenue And Expenses Classified According To Nature And Type						
Revenues from Operations						
Rates	36,406,894	35,081,894	35,254,554	-	(172,660)	29,047,976
Fees and Charges	47,637,743	16,162,060	16,850,731	-	(688,671)	48,449,059
Operating Grant, Subsidies and Contributions	11,041,746	2,810,944	4,210,536	49.79%	1,399,592	10,994,220
Interest Earned	2,050,282	683,424	415,650	-39.18%	267,774	2,970,801
Proceeds/Realisation	0	0	2,336	-	-	0
All Other	549,846	130,027	224,471	72.63%	(94,444)	1,288,872
Total	97,686,511	54,868,349	56,958,278	-	711,592	92,750,928
Expenses from Operations						
Employee Costs	33,005,625	11,381,854	10,930,079	-	(451,775)	30,784,622
Materials and Contracts	25,770,547	9,186,213	5,192,754	-43.47%	(3,993,459)	20,879,527
Utilities (gas, electricity, water etc)	3,692,330	1,280,012	850,085	-33.59%	(429,927)	3,172,054
Interest Expenses	3,926	1,988	1,989	-	-	1,385,118
Depreciation	8,075,504	1,157,104	1,634,992	41.30%	477,888	9,176,505
Insurance Expenses	1,419,733	1,415,957	1,541,744	-	125,787	1,875,382
Other Expenses	3,678,191	1,266,812	1,101,675	-13.04%	(165,137)	2,910,200
Total	75,645,856	25,689,940	21,253,318	(0)	(4,436,622)	70,183,406
Non Operating Grants, Subsidies and Contributions						
Contributions	7,618,395	7,103,183	10,020,116	41.07%	2,916,933	10,702,278
Fair Value Adjustments	0	0	0	-	-	6,223,764
Profit On The Sale Of Assets	(61,437)	(150)	(2,507)	0.00%	0	(30,532)
Loss On Asset Disposal	139,322	5,108	307,338	0.00%	0	1,846,738
Change In Net Assets From Operations	29,581,165	36,276,634	45,420,246	54.23%	5,148,214	25,229,830

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 are made to provide an explanation of these variances. Further detail is provided later in this report in the variance commentary by Program for the Rate Setting Statement.

By Nature & Type	Material Variance		Significant Items		
			Amount	Indicator	Commentary
Revenues from Operations					
Operating Grant, Subsidies and Cont.	49.79%	1,399,592	500,000	▲	Arts & Cultural Program
			406,000	▲	Contributions to Rangers
			248,000	▲	Cossack Art Prizes Contributions
			145,807	▲	Contributions to REAF
			109,000	▲	Grants - Community Safety
			96,136	▲	Contributions - Club Development
Interest Earned	-39.18%	267,774	(175,799)	▼	Interest Earned-Waste Management
			(68,896)	▼	Interest Earned-Infrastructure
All Other	72.63%	(94,444)	58,549	▲	Workers Comp & Insurance Rebate
Expenses from Operations			0		
Materials And Contracts	-43.47%	(3,993,459)	891,754	▼	Local Planning Strategy (LPS)
			659,809	▼	KTA Airport
			255,918	▼	Support Services - Statutory Planning
			222,842	▼	Dampier Community Hub-Expenditure
			212,540	▼	Median Strip Maintenance
			129,222	▼	Cossack Art Awards Expenses
			80,244	▼	Asset Management
					PIRSA-Pilbara Industry Road Safety Alliance
			80,000	▼	expense
			75,319	▼	Recycling
			67,000	▼	Parks & Gardens Maintenance
			66,654	▼	Litter Control
			66,200	▼	Pavillions - Designs & Investigations
			61,780	▼	Oval Maintenance
			57,739	▼	Open Space/Drain Reserve Mtce
			55,268	▼	Footpath Maintenance
			50,000	▼	Off Road Vehicle Track
Utilities	-33.59%	(429,927)	200,110	▼	KTA Airport - Karratha Terminal Building - Op
			97,777	▼	Exp
Depreciation	41.30%	477,888	(123,318)	▲	Karratha Leisureplex
			(74,141)	▲	Depreciation-Roads & Streets
			(57,880)	▲	Depreciation-Waste Collection
				▲	Depreciation-Staff Housing
Other Expenses	-13.04%	(165,137)	265,096	▼	Non Statutory Donations
			56,000	▼	MSIS - Retention Payments
Non Operating Grants	41.07%	2,916,933	2,600,000	▲	Grants-Karratha Education Leisure & Training
					Project
			1,000,000	▲	Rio Tinto and SOR Contrib-Dampier
					Community Hub

Shire Of Roebourne							
Rate Setting Statement							
for the period ending 31 October 2013							
Rate Setting Statement	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	Material Variance >=10%	\$50,000 or more	Var. Ind
	\$	\$	\$	\$	%	\$	
Operating							
Revenues (Sources)							
General Purpose Funding (excluding Rates)	3,619,076	3,619,076	1,117,048	1,003,728	-10.14%	113,320	▼
Governance	166,257	166,257	64,526	132,156	104.81%	(67,630)	▲
Law, Order And Public Safety	2,602,691	2,602,691	128,273	781,334	509.12%	(653,061)	▲
Health	165,699	165,699	23,700	88,144	271.92%	(64,444)	▲
Education and Welfare	96,000	96,000	96,000	89,633	-	-	
Housing	278,952	278,952	92,984	80,768	-13.14%	-	▼
Community Amenities	16,884,132	16,884,132	7,809,096	6,776,014	-13.23%	1,033,082	▼
Recreation And Culture	14,645,400	14,645,400	8,870,273	14,235,798	60.49%	(5,365,525)	▲
Transport	29,016,847	29,016,847	8,150,556	7,752,967	-	397,589	
Economic Services	1,107,530	1,107,530	407,932	463,367	13.59%	(55,435)	▲
Other Property And Services	376,865	376,865	134,847	322,439	139.11%	(187,592)	▲
	68,959,449	68,959,449	26,895,235	31,726,348	17.96%	(4,831,113)	
Expenses (Applications)							
General Purpose Funding	(211,250)	(211,250)	(88,428)	(96,442)	-	-	
Governance	(4,656,439)	(4,656,439)	(1,864,113)	(1,423,536)	-23.63%	(440,577)	▼
Law, Order And Public Safety	(2,108,639)	(2,108,639)	(882,056)	(500,454)	-43.26%	(381,602)	▼
Health	(1,431,902)	(1,431,902)	(516,027)	(409,792)	-20.59%	(106,235)	▼
Education and Welfare	(241,604)	(241,604)	(97,046)	(94,282)	-	-	
Housing	(915,003)	(915,003)	(367,477)	(359,046)	-	-	
Community Amenities	(15,670,069)	(15,670,069)	(5,043,993)	(4,108,516)	-18.55%	(935,477)	▼
Recreation And Culture	(26,020,175)	(26,020,175)	(9,378,077)	(8,622,216)	-	(755,861)	
Transport	(20,847,055)	(20,847,055)	(5,913,759)	(5,023,752)	-15.05%	(890,007)	▼
Economic Services	(2,147,325)	(2,278,999)	(701,675)	(752,047)	-	50,372	
Other Property And Services	(1,535,717)	(1,535,717)	(842,397)	(170,971)	-79.70%	(671,426)	▼
	(75,785,178)	(75,916,852)	(25,695,048)	(21,561,054)	-16.09%	(4,133,994)	
Capital							
Revenue							
Proceeds From Disposal Of Assets	251,650	251,650	23,500	2,336	-90.06%	-	
Tsf From Aerodrome Reserve	0	0	0	0	-	-	
Tsf From Royalties for Regions Reserve	0	0	0	633	-	-	
Tsf From Plant Replacement Reserve	957,943	957,943	0	0	-	-	
Tsf From Infrastructure Reserve	7,253,325	7,253,325	682,894	523,000	-23.41%	159,894	▼
Tsf From Waste Management Reserve	0	0	0	0	-	-	
Tsf From Housing Reserve	1,500,000	1,500,000	0	0	-	-	
Tsf From Public Open Space Reserve	0	0	0	0	-	-	
Tsf From Parks, Ovals and Rec Facilities	0	0	0	0	-	-	
Tsf From Information Technology Reserve	0	0	0	0	-	-	
Tsf From Aged Persons Homes Reserve	0	0	0	0	-	-	
Tsf From Dampier Drainage Reserve	27,804	27,804	0	0	-	-	
Tsf From Walkington Theatre Reserve	0	0	0	0	-	-	
Tsf From Junior Sport Reserve	96,290	96,290	0	0	-	-	
Tsf From Workers Comp Res	0	0	0	0	-	-	
Tsf From Employee Entitlements Res	0	0	0	0	-	-	
Tsf From Community Development Res	725,000	725,000	0	0	-	-	
Tsf From Cossack Infrastructure Res	0	0	0	0	-	-	
Tsf From Mosquito Control Reserve	0	0	0	0	-	-	
Tsf From Airconditioning Reserve	0	0	0	0	-	-	
Tsf From Medical Services Assistance Package Reserve	33,333	33,333	0	0	-	-	
Tsf From Heavy Haulage Roads Reserve	0	0	0	0	-	-	
Tsf From Carry Forward Budget Reserve	1,787,346	1,787,346	1,787,346	1,787,346	-	-	
Tsf From Restricted Funds Reserve	0	0	0	0	-	-	
Tsf From History & Cultural Publications	0	0	0	0	-	-	
Restricted Funds Utilised	0	0	0	0	-	-	
Tsf From Restricted Cash Unspent							
Grants/Contributions	0	0	0	63,024	-	-63,024	
New Loans Raised	0	0	0	0	-	-	
Repayments Of Self Supporting Loans	2,932	2,932	1,466	1,441	-	-	
Repayments Of Interest Free Loans To Local Groups	7,501	7,501	2,512	2,512	-	-	
	12,643,124	12,643,124	2,497,718	2,380,292	-	117,426	

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

Shire Of Roebourne							
Rate Setting Statement							
for the period ending 31 October 2013							
Rate Setting Statement	Original Budget	Amended Budget	Year to Date Amended Budget	Year To Date Actual	Material Variance >=10%	\$50,000 or more	Var. Ind
	\$	\$	\$	\$	%	\$	
Expenses							
Purchase Of Assets - Land	0	0	0	0	-	-	
Purchase of Assets - Artwork	0	0	0	0	-	-	
Purchase Of Assets - Buildings	(14,359,126)	(14,510,298)	(9,189,572)	(2,792,174)	-69.62%	(6,397,398)	▼
Purchase Of Assets - Equipment	(288,000)	(288,000)	(186,000)	635	-100.34%	(186,635)	▼
Purchase Of Assets - Furniture & Equipment	(644,800)	(644,800)	(137,600)	(57,580)	-58.15%	(80,020)	▼
Purchase Of Assets - Plant	(1,726,290)	(1,726,290)	(495,290)	(200,184)	-59.58%	(295,106)	▼
Purchase Of Assets - Infrastructure	(11,540,901)	(11,540,901)	(4,314,321)	(3,778,270)	-12.42%	(536,051)	▼
Loan Principal Repayments	(2,932)	(2,932)	(1,441)	(1,441)	-	-	
Tsf To Aerodrome Reserve	(3,673,514)	(3,522,342)	(89,096)	(62,943)	-29.35%	-	▼
Tsf To Airconditioning Reserve	0	0	0	0	-	-	
Tsf To Dampier Drainage Reserve	(1,069)	(1,069)	(356)	(85)	-76.26%	-	▼
Tsf To Plant Replacement Reserve	(1,365,234)	(1,365,234)	(29,660)	(8,002)	-73.02%	-	▼
Tsf To Walkington Theatre Reserve	(203)	(203)	(68)	(16)	-76.38%	-	▼
Tsf To Workers Compensation Reserve	(24,960)	(24,960)	(8,320)	(1,973)	-76.29%	-	▼
Tsf To Royalties for Regions Reserve	0	0	0	0	-	-	
Tsf To Infrastructure Reserve	(11,007,169)	(11,007,169)	(2,915,492)	(2,847,610)	-	(67,882)	
Tsf To Waste Management Reserve	(5,514,212)	(5,514,212)	(220,712)	(47,040)	-78.69%	(173,672)	▼
Tsf To Housing Reserve	0	0	0	(5,357)	-	-	
Tsf To Parks, Ovals & Rec Facilities Reserve	0	0	0	0	-	-	
Tsf To Aged Persons Home Reserve	(2,872)	(2,872)	(956)	(259)	-72.95%	-	▼
Tsf To Information Technology Reserve	0	0	0	0	-	-	
Tsf To Junior Sport Reserve	(3,730)	(3,730)	(1,244)	(249)	-80.01%	-	▼
Tsf To Public Open Space Reserve	(2,943)	(2,943)	(980)	(730)	-25.52%	-	▼
Tsf To Mosquito Control Reserve	(167)	(167)	(56)	(11)	-79.79%	-	▼
Tsf To History & Cultural Publications Reserve	(2,177)	(2,177)	(724)	(178)	-75.36%	-	▼
Tsf To Employee Entitlements Reserve	(91,927)	(91,927)	(30,644)	(7,100)	-76.83%	-	▼
Tsf To Community Development Reserve	(768,884)	(768,884)	(14,628)	(3,452)	-76.40%	-	▼
Tsf To Underground Power Reserve	0	0	0	0	-	-	
Tsf To Medical Services Assistance Package Reserve	(10,349)	(10,349)	(3,448)	(871)	-74.75%	-	▼
Tsf To Carry Forward Budget Reserve	0	0	0	0	-	-	
Tsf To Restricted Funds Reserve	0	0	0	0	-	-	
Interest Free Loan Principal	0	0	0	0	-	-	
Tsf of Unbudgeted Muni Restricted Cash	0	0	0	0	-	-	
Income Set Aside As Restricted Funds	0	0	0	(63,024)	-	63,024	
	(51,031,459)	(51,031,459)	(17,640,608)	(9,877,912)	-44.00%	(7,762,696)	
Adjustment For Non Cash Items							
Depreciation	8,075,504	8,075,504	1,157,104	1,634,992	41.30%	(477,888)	▲
Movement in Employee Benefit Provisions	0	0	0	0	-	-	
Movement in Accrued Interest	0	0	0	0	-	-	
Movement in Accrued Salaries & Wages	0	0	0	0	-	-	
Movement in Deferred Pensioner Rates	0	0	0	0	-	-	
(Profit) / Loss On Disposal Of Assets	77,885	77,885	(489)	304,831	-	(305,320)	
	8,153,389	8,153,389	1,156,615	1,939,822	67.72%	(783,207)	
Surplus Brought Forward 1 July	653,781	1,136,042	1,136,042	1,136,042			
Amount Raised From Rates	36,406,894	36,406,894	35,081,894	35,254,554	-	(172,660)	
Surplus / (Deficit)	0	350,587	23,431,848	40,998,092			

By Program	Overall Variance		Significant Items		Commentary
			Amount	Indicator	
Operating Revenue					
General Purpose Funding	-10.14%	113,320	177,075	▼	Higher than budgeted Interim Rates - addressed at Budget Review
			124,250	▼	Ex Gratia Contribution to Capital Works received earlier than forecast
			74,427	▼	Late Payment Penalty Interest higher than anticipated
			(244,696)	▲	Interest Earned on reserves lower than forecast due to fixed term investment periods
Governance	104.81%	(67,630)	67,630	▼	Various minor items
Law & Order Public Safety	509.12%	(653,061)	416,000	▼	Contribution to Rangers/Local Laws awaiting payment of Rio Tinto MOU funding to Shire
			175,550	▼	Community Safety Grants still to be transferred once the CCTV tender is finalised
Health	271.92%	(64,444)	64,444	▼	Various minor items
Community Amenities	-13.23%	1,033,082	(412,698)	▲	Contributions to Strategic Planning Office - Projects are progressing but payments will only be made upon satisfactory completion of tasks at project milestones
			(399,939)	▲	Industrial/Commercial Refuse Disposal Fees Trend shows 10% average increase to landfill tonnages over last 5 years . Budget based on conservative 5% increase in tonnage + fee increase. YTD showing 14% decrease in commercial tonnage on same period last year. Addressed in Nov budget review - reducing by 700k
			(367,981)	▲	Liquid Waste Disposal Fees trend shows 18% average increase to liquid waste tonnages over last 5 years . Budget based on conservative 5% increase in tonnage + fee increase. YTD showing 33% decrease in liquid waste tonnage on same period last year. Addressed in Nov budget review - reducing by 1mil
			(240,000)	▲	Waste Infrastructure Program Grant to be paid on Millstones. Addressed in budget - re-phased 60k Dec, 150k Mar, 30k Apr
			(155,275)	▲	Town Planning Fees mid-year review has adjusted budget based on fees collected so far in 13/14
			472,144	▼	Contaminated waste disposal currently exceeding forecast
Recreation & Culture	60.49%	(5,365,525)	2,600,000	▼	Grants-Karratha Education Leisure & Training Project addressed in budget review - changes to income made by Finance, RDAF grant to be paid in June 14
			1,000,000	▼	Rio Tinto and SOR Contrib-Dampier Community Hub to be transferred to Partnership Reserve as per Nov budget review.
			507,848	▼	Walkington Theatre- Events Income
			437,603	▼	Karratha Leisureplex-Income GST
			248,000	▼	Cossack Art Prizes contribution payments received. 14/15 income to be received in advance
			146,857	▼	Contribution-Cultural Planning & Development (incl REAF)
			106,287	▼	Karratha Leisureplex-Kiosk Sales
			96,136	▼	Contributions - Club Development
			75,846	▼	NAIDOC Week Income received in advance for the 14/15 year
			64,788	▼	Government Grants - Other Recreation & Sport
Economic Services	13.59%	(55,435)	55,435	▼	Various minor items
Other Property Services	139.11%	(187,592)	130,907	▼	Private Works Income - reimbursement of Ped crossing work and also Balustrade installation both from MRWA
Operating Expenses					
Governance	-23.63%	(440,577)	83,332	▼	Ex Gratia Contribution - Roebourne Advisory Group: expenditure on track. Funds to be expended for the Skatepark project in Roebourne
			(131,000)	▲	Contribution To Pilbara Regional Council
			(151,763)	▲	LSL Entitlements Cash Backed
Law & Order Public Safety	-43.26%	(381,602)	80,000	▼	PIRSA-Pilbara Industry Road Safety Alliance expense
			50,000	▼	Off Road Vehicle Track awaiting govt committee to meet to enable gazettal of extended area.
Health	-20.59%	(106,235)	56,000	▼	MSIS - Retention Payments

By Program	Overall Variance		Significant Items		Commentary
			Amount	Indicator	
Community Amenities	-18.55%	(935,477)	506,314	▼	Karratha Lazylands: Addressed in budget review - contract let to PRC (Oct 13), yet to claim payment
			100,000	▼	Karratha Redevelopment Plans: Contract has been awarded to the value of \$205,220.00 for Stage 1 of two-staged project
			80,881	▼	Local Planning Strategies: Closure of contract dependent on consultants undertaking revisions to LPS document. Contract likely to be closed early 2014
			80,536	▼	Visioning & Structure Plan Process - Roebourne: Outstanding payments under contract and additional funding for finalising project
			80,000	▼	Records Management - Iron Mountain: To be rolled into Records Management (Corporate Services) project
			75,319	▼	Recycling - 7 Mile: Scrap metal not yet removed - Addressed in budget review- re-phased 76K to June 2014
			60,000	▼	Kerbside Numbering to be transferred to Regulatory Services
			57,430	▼	Statutory Planning Support Services - General Consultants: Funds have been allocated to finalising LPS but have not yet been transferred
			(52,595)	▲	Employment Costs-Strategic Planning: Funded positions not occupied
			(74,142)	▲	Depreciation-Waste Collection to recalculated as per Revaluation entered June 13. Addressed in budget review
			(387,815)	▲	Plant Operating Costs not accounted for in Waste Budget - nil impact at Shire level -Addressed in Nov budget review
Transport	-1505.00%	(890,007)	215,809	▼	Kta Airport-Terminal Building-Op Cost: Addressed in Nov budget review - Utilities-Electricity decreased by \$191K
			196,428	▼	Kta Airport-Landside Mtce Exp: Underspent as Aug, Sept and Oct invoices are yet to be processed. Major monthly invoice for this account is WWTP \$50K.
			150,000	▼	KTA Airport - Consultants For Studies: Addressed in budget review - transfer of funds to airside maintenance for investigation of weeping pavement
			114,111	▼	Kta Airport - Car Park & Grounds Transport Op Exp: Underspent as Sept and Oct invoices are yet to be processed. Major monthly invoice for this account is West-Sure \$56K.
			67,551	▼	Footpath Sweeping - Only a minimum LOS can be provided until the contract commences
			62,803	▼	Street Tree Maintenance Contract has recently been signed with provider. Works to commence soon as part of cyclone preparation
			62,448	▼	Shoulder Grading Various Roads to commence in 2014
			55,453	▼	Traffic/Street Signs And Control Equipment - Less signs to be installed/replaced
			53,283	▼	Footpath & Kerb Maintenance: A program of kerb repair works has been developed and being costed. Work expected to commence December
			52,101	▼	Kta Airport - Safety & Security: Addressed in budget review- budget has been re-phased
			(59,870)	▲	Unscheduled reseal of parts of Mooliqunn Road and Oleander Road
			(62,769)	▲	Kta Airport - Airside Mtce Exp: Addressed in budget review - works for investigation of weeping pavement
			(123,318)	▲	Depreciation-Roads & Streets
			(150,800)	▲	KTA Airport - Employment Costs: Staff housing and relocation \$23K, leave \$46K, not budgeted for. ABC actual is \$272K against \$117K budget to October.
Other Property & Services	-79.70%	(671,426)	160,000	▼	PS - Office Expenses
			93,255	▼	Road Data Collection
			64,794	▼	Plant-Repairs Adjusted in Budget Review

By Program	Overall Variance		Significant Items		Commentary
			Amount	Indicator	
Capital Revenue					
Tsf From Infrastructure Reserve	-23.41%	159,894	(85,000)	▼	Cleansweep - still to transfer for projects underway
			(74,894)	▼	Footpath transfer to infrastructure did not occur in 12/13 therefore not required
Capital Expenses					
Purchase of Assets - Buildings	-69.62%	(6,397,398)	2,509,775	▼	7 Mile Tip Bldg Improvements: procurement of contractors was delayed - Addressed in Nov budget review
			1,056,880	▼	Karratha Leisureplex: Addressed in budget review - project completion delayed by oval lighting design
			728,935	▼	Karratha Airport Terminal Expansion Project: Addressed in budget review - invoices not yet processed
			689,019	▼	Kec-Demolition: Addressed in budget review - 1st progress claim posted to November
			626,660	▼	New Airport Depot W/S Facility: Addressed in budget review - works were delayed by issue of building permit
			307,267	▼	Buildings-Roebourne/Wickham SES: Addressed in Budget Review - procurement of contractor was delayed due to site issues. Contractor appointed, final design to be approved
			91,632	▼	Restoration Works -Cossack Buildings: Inv # 44391A received from GBSC 20/11/2013 for \$118,072
			85,169	▼	Leisureplex Improvements
			80,072	▼	Karratha Leisureplex Shade Playground: Addressed in Budget Review - procurement of contractor delayed due to no response to RFT, now going to RFQ
			68,916	▼	New Civic Centre
Purchase of Assets - Equipment	-100.34%	(186,635)	50,000	▼	Not proceeding with purchase of Litter Suction Vacuum
			55,000	▼	Expected delivery date of replacement hoist press & oil extraction system for workshop is now December
Purchase of Assets - Furniture & Equipment	58.15%	(80,020)	45,390	▼	Various purchases not yet occurred
Purchase of Assets - Plant	59.58%	(295,106)	72,218	▼	Adjusted in Budget Review
			60,000	▼	Variable message sign for the front of admin building for which purchase has been delayed via the November budget review and Civic Centre project]
			56,630	▼	Plant purchase for Roads & Streets
Purchase of Assets - Infrastructure	-12.42%	(536,051)	538,444	▼	Footpaths - Construction: Invoices pending and design for Dampier Hwy being undertaken currently
			287,118	▼	Rrg-Roebourne Wittenoom Rd-Gravel Resheeting to commence in March
			175,000	▼	CCTV Installation: awaiting IT to confirm requirements and report back to preferred tenderer
			171,750	▼	Rrg-40 Mile Beach Access Rd-Gravel Resheeting to commence in Feb
			120,000	▼	Roebourne Skate Park timeline recast through Budget Review
			96,750	▼	Rrg-Woodbrook Rd-Gravel Resheeting to commence in May
			81,832	▼	Road Upgrade: Addressed in budget review. Not proceeding with works for road upgrade as Regional Airports Development Scheme (RADS) funding not approved.
			77,720	▼	Skate Park Program
			75,000	▼	Airside Upgrade: Addressed in budget review. Not proceeding with majority of works as Regional Airports Development Scheme (RADS) funding not approved. New proposed budget is \$317K.
			(147,837)	▲	Airport Roadway Construction Base Pavement works. Norman road invoices coded here. Additional increase of \$63K asked for at Nov budget review
			(346,849)	▲	Water Infrastructure Upgrade s-Karratha Airport: Addressed in budget review - amendment due to EOFY postings
			(430,930)	▲	Various reseals carried out in accordance with program - Addressed in budget review
Tsf To Waste Management Res	78.69%	(173,672)	173,672	▼	Timing differences in reserve interest due to various term deposit investments

Shire Of Roebourne
Statement Of Financial Activity
for the period ending 31 October 2013

Note 1. Net Current Assets

		Year to Date Actual	2013/14 Brought Fwd
	Note	31 Oct 2013	1 July 2013
		\$	\$
Current Assets			
Cash and Cash Equivalents – Unrestricted		26,180,848	797,590
Net Trust Liabilities in Muni Trust - ATM Floats		(12,669) 0	57,078 0
Trust - Medical Services Incentive Services		0	0
Cash and Cash Equivalents - Restricted - LSL & R4R		-	-
Cash and Cash Equivalents - Restricted – Reserves	1	43,359,408	42,684,509
Cash - Restricted Unspent Grants/Contributions		63,024	166,312
Cash - Restricted Unspent Loans		0	0
Trade and Other Receivables	2	18,044,483	9,314,700
Land held for Resale - Development Costs		0	0
Inventories		384,407	449,261
Total Current Assets		88,019,501	53,469,450
Current Liabilities			
Trade and Other Payables		3,621,024	9,607,922
Bank Overdraft		0	0
Current Portion of Long Term Borrowings		1,495	2,935
Current Portion of Provisions		4,064,328	4,064,328
Total Current Liabilities		7,686,847	13,675,185
Net Current Assets		80,332,655	39,794,265
Plus (Minus) Items To Be Excluded			
Take Out Reserve Funds		(43,359,408)	(42,684,509)
Take Out Fully Restricted Cash (Grants/Contributions)		(40,977)	(40,977)
Take Out Fully Restricted Cash (Loans)		0	0
Take Out Restricted Cash (LSL)		0	0
Add Back Non Cash Provisions		4,064,328	4,064,328
Add Back Current Borrowings		1,495	2,935
Net Current Asset Position		40,998,092	1,136,042

Shire Of Roebourne

Statement Of Financial Activity (cont.) for the period ending 31 October 2013

Note Explanation:

- 1) Reserves and Long Service Leave are Cash Backed

- 2)

Total Trade and Other Receivables	9,055,970
Total Rates Debtors Outstanding	8,988,513

Shire Of Roebourne
Statement of Financial Position
for the period ending 31 October 2013

Note 2: Balance Sheet	Actual 2013/14 \$	Actual 2012/13 \$
Current Assets		
Cash On Hand	26,955	27,255
Cash and Cash Equivalents - Unrestricted	26,216,917	936,647
Cash and Cash Equivalents - Restricted (Trust)	3,007,336	2,944,984
Cash and Cash Equivalents - Restricted (Reserves/Muni)	43,359,408	42,684,509
Trade and Other Receivables	18,649,039	9,777,096
Inventories	384,407	449,261
Total Current Assets	91,644,062	56,819,751
Non Current Assets		
Trade and Other Receivables	53,402	53,402
Property, Plant and Equipment	156,831,739	163,350,919
Infrastructure	108,626,267	97,367,531
Total Non Current Assets	265,511,408	260,771,853
Total Assets	357,155,471	317,591,604
Current Liabilities		
Bank Overdrafts	0	0
Trade and Other Payables	3,621,024	9,607,922
Trust Liabilities	3,020,004	2,887,905
Long Term Borrowings	1,495	2,935
Provisions	4,064,328	4,064,328
Total Current Liabilities	10,706,851	16,563,091
Non Current Liabilities		
Long Term Borrowings	53,402	53,402
Provisions	516,783	516,783
Total Non Current Liabilities	570,185	570,185
Total Liabilities	11,277,037	17,133,276
Net Assets	345,878,434	300,458,328
Equity		
Accumulated Surplus	286,608,710	241,863,499
Asset Revaluation Reserve	15,910,320	15,910,320
Reserves	43,359,404	42,684,509
Total Equity	345,878,434	300,458,328

Shire Of Roebourne
Statement Of Financial Activity
for the period ending 31 October 2013

Note 3: Cash and Cash Equivalents

	\$
Municipal & Trust Fund Bank	
Cash On Hand	26,955
Westpac on call	6,185,776
Westpac on call & Term Deposits	<u>23,038,477</u>
	<u>29,251,208</u>
Reserves Fund Bank	
Westpac/WATC/Bankwest on call & Term Deposits	<u>43,359,408</u>
	<u>43,359,408</u>
Total Cash	<u><u>72,610,617</u></u>

Note 4			
Shire Of Roebourne			
Statement Of Financial Activity			
by Divisions by Activities			
for the period ending 31 October 2013			
	2013/2014 Budget	2013/2014 Year To Date Budget	2013/2014 Actual To Date
	\$	\$	\$
Note: Material Variance is Year to Date Am ended Budget to Year to Date Actual (=> 10% or => \$50,000)			
EXECUTIVE SERVICES			
Net (Cost) Revenue to Council for Members of Council	(974,642)	(278,162)	(280,622)
Net (Cost) Revenue to Council for Cossack Infrastructure Project	0	(91,632)	0
Net (Cost) Revenue to Council for Executive Admin	(938,564)	(322,891)	(280,260)
Net (Cost) Revenue to Council for Public Affairs	(358,750)	(104,369)	(122,486)
CORPORATE SERVICES			
Net (Cost) Revenue to Council for Rates	36,596,354	35,229,382	35,629,369
Net (Cost) Revenue to Council for General Revenue	(4,392,526)	2,158,751	2,141,442
Net (Cost) Revenue to Council for Corporate Services	3,596,395	1,015,958	1,055,453
Net (Cost) Revenue to Council for Human Resources	(1,696,898)	(571,636)	(523,164)
Net (Cost) Revenue to Council for Corporate Compliance Services	(1,939,401)	(600,307)	(364,791)
Net (Cost) Revenue to Council for Information Services	(850,942)	(400,339)	(242,226)
Net (Cost) Revenue to Council for Television & Radio Services	(9,921)	(4,166)	(2,130)
Net (Cost) Revenue to Council for Staff Housing	(346,182)	(147,125)	(85,026)
COMMUNITY SERVICES			
Net (Cost) Revenue to Council for Rio Tinto and SOR Community Infrastructure and Services Partnership	(473,968)	474,002	1,751,474
Net (Cost) Revenue to Council for Community Development	(2,108,932)	(861,572)	(481,388)
Net (Cost) Revenue to Council for Cossack Art Awards	(131,612)	(246,612)	96,135
Net (Cost) Revenue to Council for Youth Development	(23,700)	(15,400)	15,332
Net (Cost) Revenue to Council for Other Culture	(234,160)	(102,786)	(81,593)
Net (Cost) Revenue to Council for Arts & Culture Program	(46,304)	(163,147)	536,791
Net (Cost) Revenue to Council for Community Sponsorship	(1,953,502)	(661,168)	(353,799)
Net (Cost) Revenue to Council for Daycare Centres	(124,313)	(53,286)	(22,931)
Net (Cost) Revenue to Council for Child Health Clinics	(102,830)	(39,185)	(32,835)
Net (Cost) Revenue to Council for Karratha Entertainment Centre	(70,944)	(737,101)	(31,055)
Net (Cost) Revenue to Council for Karratha Aquatic Centre	0	0	(5,883)
Net (Cost) Revenue to Council for Roeboume Aquatic Centre	(544,771)	(311,467)	(150,300)
Net (Cost) Revenue to Council for Libraries	(1,583,308)	(575,784)	(473,065)
Net (Cost) Revenue to Council for Cossack Operations	(368,392)	(185,265)	(150,455)
Net (Cost) Revenue to Council for Ovals & Hardcourts	(1,409,552)	(616,374)	(500,190)
Net (Cost) Revenue to Council for Karratha Bowling & Golf	(542,183)	(160,843)	(233,295)
Net (Cost) Revenue to Council for Pavilions & Halls	(776,676)	(316,711)	(384,046)
Net (Cost) Revenue to Council for Recreation Projects	(867,717)	(516,291)	(201,764)
Net (Cost) Revenue to Council for Playgrounds	(416,032)	(117,426)	(83,228)
Net (Cost) Revenue to Council for Youth Centres	(3,640)	(1,212)	(884)
Net (Cost) Revenue to Council for Medical Services	30,424	(43,388)	58,896
Net (Cost) Revenue to Council for Other Buildings	(297,195)	(108,420)	9,260
Net (Cost) Revenue to Council for The Youth Shed	(888,227)	(412,947)	(331,233)
Net (Cost) Revenue to Council for Karratha Leisureplex	(2,205,104)	(332,344)	3,980,566
Net (Cost) Revenue to Council for Pam Buchanan Family Centre	(102,851)	(59,397)	(134,835)
Net (Cost) Revenue to Council for Aged Persons Housing	0	0	(379)
Net (Cost) Revenue to Council for Asbestos Remediation Project Roebou	0	0	(467)

Shire Of Roebourne			
Statement Of Financial Activity			
by Divisions by Activities			
for the period ending 31 October 2013			
	2013/2014 Budget	2013/2014 Year To Date Budget	2013/2014 Actual To Date
DEVELOPMENT & REGULATORY SERVICES			
Net (Cost) Revenue to Council for Emergency Services	(551,983)	(477,621)	(49,442)
Net (Cost) Revenue to Council for Ranger Services	(961,454)	(509,990)	(6,097)
Net (Cost) Revenue to Council for Business Improvement Process	(169,284)	(61,778)	(15,348)
Net (Cost) Revenue to Council for Tourism/Visitors Centres	(479,159)	(152,709)	(305,416)
Net (Cost) Revenue to Council for Community Safety	(297,796)	(220,011)	338,997
Net (Cost) Revenue to Council for Economic Development	(278,588)	(137,567)	(108,772)
Net (Cost) Revenue to Council for Camping Grounds	47,220	32,660	43,090
Net (Cost) Revenue to Council for Building Control	89,058	44,787	109,278
Net (Cost) Revenue to Council for Health Services	(956,877)	(311,030)	(292,737)
Net (Cost) Revenue to Council for Town Planning	(1,229,783)	(527,082)	(382,544)
Net (Cost) Revenue to Council for Strategic Planning	(319,025)	(477,767)	(34,867)
Net (Cost) Revenue to Council for Development Services	(90,535)	(30,180)	(10,950)
INFRASTRUCTURE SERVICES			
Net (Cost) Revenue to Council for Depots	(503,630)	(161,805)	(143,703)
Net (Cost) Revenue to Council for Public Services Overheads	(142,856)	(193,813)	422,375
Net (Cost) Revenue to Council for Vehicles & Plant	(1,650,959)	(511,579)	212,288
Net (Cost) Revenue to Council for Roads & Streets	(5,343,243)	(1,143,699)	(1,729,312)
Net (Cost) Revenue to Council for Parks & Gardens	(2,038,467)	(646,479)	(437,420)
Net (Cost) Revenue to Council for Drainage	(321,006)	(342,004)	(281,742)
Net (Cost) Revenue to Council for Footpaths & Bike Paths	(1,207,033)	(714,824)	(186,066)
Net (Cost) Revenue to Council for Effluent Re-Use Scheme	(1,218,721)	(418,902)	(154,035)
Net (Cost) Revenue to Council for Cemeteries	(85,741)	(41,637)	(2,324)
Net (Cost) Revenue to Council for Public Toilets	(476,180)	(132,834)	(99,979)
Net (Cost) Revenue to Council for Beaches, Boat Ramps, Jetties	(318,812)	(109,562)	(36,891)
Net (Cost) Revenue to Council for Town Beautification	(1,783,105)	(581,226)	(334,237)
Net (Cost) Revenue to Council for Bus Shelters	(100,000)	0	(4,379)
Net (Cost) Revenue to Council for Private Works & Reinstatements	0	0	15,766
Net (Cost) Revenue to Council for Works Overheads	93,506	9,892	449,519
Net (Cost) Revenue to Council for Parks & Gardens Overheads	184,001	43,524	426,737
Net (Cost) Revenue to Council for Tech Services	(1,138,399)	(442,238)	(1,697,047)
Net (Cost) Revenue to Council for Tech Services Overheads	0	0	(3,387)
Net (Cost) Revenue to Council for Vehicle Storage Temporary Contract	0	0	0
Net (Cost) Revenue to Council for Roeboume Enhancement Scheme	0	0	0
Net (Cost) Revenue to Council for SP & Infrastructure Services	0	0	(12,332)
STRATEGIC BUSINESS PROJECTS			
Net (Cost) Revenue to Council for Project Management	36,930	4,225	3,652
Net (Cost) Revenue to Council for Waste Collection	(3,761,530)	2,248,612	2,020,535
Net (Cost) Revenue to Council for Landfill Operations	2,686,739	(615,264)	1,457,255
Net (Cost) Revenue to Council for Waste Overheads	1,276,056	418,990	261,114
Net (Cost) Revenue to Council for Karratha Airport	6,557,872	(1,284,796)	769,723
Net (Cost) Revenue to Council for Tien Tsin Inne	59,591	22,723	26,040
Net (Cost) Revenue to Council for Other Airports	(6,546)	(2,550)	(536)

9.2 LIST OF ACCOUNTS NOVEMBER 2013

File No:	FM.19
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Creditors Officer
Date of Report:	30/11/2013
Applicant/Proponent:	Not Applicable
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To advise Council of payments made since the previous Ordinary Council Meeting.

BACKGROUND

Council has given delegated authority that allows the Chief Executive Officer to approve payments from Council's bank accounts either via cheque or through electronic lodgement.

LEVEL OF SIGNIFICANCE

The level of significance for this matter is very high in ensuring trade creditors are compensated for services they provide to the Shire. These services enable the Shire to meet the needs and expectations of the community.

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.

STRATEGIC IMPLICATIONS

This item is relevant with the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2012-2013 provided for this activity:

Our Program:	4.d.1.5	Ensure financial accountability.
Our Services:	4.d.1.5.1	Assist compliance against purchasing delegations
	4.d.1.5.2	Ensuring timely recognition and collection of revenues and payment for goods and services.

RISK MANAGEMENT CONSIDERATIONS

It is incumbent on the Shire to have good trade practices. As a leader in the community it is important that good governance structures and controls are established. Having poor terms of trade is likely to have increase risk of penalties, loss of quality services and contractors and increase in dissatisfaction amongst the community. The reverse is the case with good terms of trade.

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 \$43,531,200.86 submitted and checked with vouchers, being made up of:

- a. Trust Vouchers 217 (Inclusive),
 - b. EFT24655 to EFT25202 (Inclusive),
 - c. Cheque Vouchers 76426 to 76473 (Inclusive)
 - d. Cancelled cheques 76116, 76246, 76408 And EFT24670, EFT24783, EFT24874, EFT24906, EFT25036, EFT25054, EFT25055, EFT25109
 - e. Direct Debits DD19183.1
 - f. Payroll Cheques \$1,490,015.37
- with the EXCEPTION OF (as listed)

CONCLUSION

It has been a customary practice that whilst being a leader in the community that we meet our terms of credit as established between suppliers and aspire to obtain discounts where practicable. Payments have been approved by authorised officers in accordance with agreed delegations and policy frameworks.

OFFICER’S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Sections 6.7 and 6.9 of the *Local Government Act 1995* RESOLVES to:

ACCEPT payments totalling \$43,531,200.86 submitted and checked with vouchers, being made up of:

- a. Trust Vouchers 217 (Inclusive),**
 - b. EFT24655 to EFT25202 (Inclusive),**
 - c. Cheque Vouchers 76426 to 76473 (Inclusive)**
 - d. Cancelled cheques 76116, 76246, 76408 And EFT24670, EFT24783, EFT24874, EFT24906, EFT25036, EFT25054, EFT25055, EFT25109**
 - e. Direct Debits DD19183.1**
 - f. Payroll Cheques \$1,490,015.37**
- with the EXCEPTION OF (as listed)**

Chq/EFT	Date	Name	Description	Amount
217	28.11.2013	Finbar Karratha Pty Ltd	Refund - Performance Guarantee P2302 / Lots 555 & 556 Cnr Sharpe Ave	250,000.00
EFT24655	05.11.2013	Allied Pickfords - Karratha	Storage 01/04/13 - 30/06/13 ID:897579	5,086.61
EFT24656	05.11.2013	Karratha First National Real Estate	4B Raynor - Water Usage 24/7/13 - 23/9/13	16.57
EFT24657	05.11.2013	Chandler Macleod	Labour Hire	1,399.71
EFT24658	05.11.2013	Eureka Industries Pty Ltd	Street Cleaning Maintenance - Road Sweeping Wickham	3,960.00
EFT24659	05.11.2013	Lil's Retravisoin Karratha	Depot - Engel 40L Fridge/Freezer	1,907.85
EFT24660	05.11.2013	Jacquie Lymbery	15 Gecko - Electricity Usage 8/8/13 - 10/10/13	178.28
EFT24661	05.11.2013	WALGA (Marketforce)	Local Government Trainer - 26/11/2013	15,829.05
EFT24662	05.11.2013	Ray White Real Estate	13 Gecko Circle - Water Usage 1/7/13 - 25/7/13	352.45
EFT24663	05.11.2013	Apprenticeships Australia	HR - Managed Apprentice August 2013	366.67
EFT24664	05.11.2013	CPS Wear Parts	Stock - Plow Bolt	57.72
EFT24665	05.11.2013	FOXTEL For Business	KLP - Foxtel 18/10/13 - 17/11/13	325.00
EFT24666	05.11.2013	Global Security Management (WA)	KLP - Security Patrols July 2013	6,664.90
EFT24667	05.11.2013	Alexander Bossinga	Youth Shed - Driver for School Holiday Program	480.00
EFT24668	05.11.2013	Karratha Self Storage	Records Management - Monthly Storage September 2013	461.00
EFT24669	05.11.2013	Kinetic Health Group Pty Ltd	HR - Work Cover Audio Assessment	548.90
EFT24670	05.11.2013	Karratha Tilt Tray And Towing	Cancelled Cheque	0.00
EFT24671	05.11.2013	Modern Teaching Aids Pty Ltd	KLP - Trolley and Assorted Dress Ups	549.89
EFT24672	05.11.2013	Macroplan Australia (WA) Pty Ltd	Local Planning Strategy - Project Management Fees	18,576.31
EFT24673	05.11.2013	Metro Modelling Academy Mandurah	Perth Royal Show - Promotional Models for the Guest Region Exhibit	2,200.00
EFT24674	05.11.2013	Neils Reticulation And Landscaping	Water Infrastructure Upgrades - Modify and Install Extra Sprinklers	8,250.00
EFT24675	05.11.2013	Peter Hunt Architect Superannuation Fund No 2	4/2 Welcome Road - Electricity Usage 38/08/13 to 29/09/13	414.92
EFT24676	05.11.2013	Pindan Contracting Pty Ltd	KLP - Variations Due On PC#26 Progress Claim 29	87,355.24
EFT24677	05.11.2013	Prompt Fencing Pty Ltd	KTA Airport Hydraulics Upgrade - Compound Fencing	8,954.00
EFT24678	05.11.2013	Raiders Boxing Club	Sport Funding Grant - 2 Day Boxing Training Camp 23/5/13	1,000.00
EFT24679	05.11.2013	Speedo Australia Pty Ltd	KLP - Merchandise 30/07/13	5,126.00
EFT24680	05.11.2013	Smokemart	TTI - Cigarettes	2,209.10

Chq/EFT	Date	Name	Description	Amount
EFT24681	05.11.2013	Scope Business Imaging	Photocopier Charges	3,451.15
EFT24682	05.11.2013	Wayne Stevens	Art Sales - Colours of Our Country Exhibition 2013	1,750.00
EFT24683	05.11.2013	Tura New Music	Sponsorship - Tura New Music Hearsons Cove 25/10/13	33,000.00
EFT24684	05.11.2013	Uniqco(wa)pty Ltd	Fleet Management - Reporting System Annual Fee	27,234.17
EFT24685	05.11.2013	S Vertigan	Reimbursement - Travel 08/10/13 to 19/10/13	83.31
EFT24686	05.11.2013	Woolworths (WA) Ltd	PBFC, KLP, Youth Shed, TTI, RAC - Stock/Café Items	1,520.01
EFT24687	05.11.2013	G Bailey	Sitting Fee - October 2013 G Bailey	2,791.67
EFT24688	05.11.2013	J Lally	Sitting Fee - October 2013 J Lally	3,421.81
EFT24689	05.11.2013	E Smeathers	Sitting Fee - October 2013 E Smeathers	2,791.67
EFT24690	05.11.2013	F White-Hartig	Local Government Allowance/Sitting Fee - October 2013	8,593.04
EFT24691	05.11.2013	M Bertling	Sitting Fee - October 2013	1,743.83
EFT24692	05.11.2013	D Hipworth	Sitting Fee - October 2013	1,009.59
EFT24693	05.11.2013	G Harris	Sitting Fee - October 2013	1,009.59
EFT24694	05.11.2013	N Kickett	Sitting Fee - October 2013	1,009.59
EFT24695	05.11.2013	P Long	Local Government Allowance/Sitting Fee - October 2013	6,801.94
EFT24696	05.11.2013	J Miller	Sitting Fee - October 2013	2,791.67
EFT24697	05.11.2013	J Pritchard	Sitting Fee - October 2013	1,743.83
EFT24698	05.11.2013	M Saylor	Sitting Fee - October 2013	2,791.67
EFT24699	05.11.2013	S Vertigan	Sitting Fee - October 2013	1,743.83
EFT24700	05.11.2013	R Vandenberg	Sitting Fee - October 2013	1,009.59
EFT24701	06.11.2013	Karratha Contracting Pty Ltd	Kta Clinic - Laundry Repairs, 2 Cook Cl - Solar HWS Repairs, Footpath Lighting Maintenance, KEC Demolition, Cossack Bond Store - Repair Water Leak, Pegs Creek Tanks - Repair Pipes, Kta Airport - Replace Tower Globes	60,216.42
EFT24702	06.11.2013	Aerodrome Management Services Pty Ltd	Preperation Of Proposal To Casa	6,105.00
EFT24703	06.11.2013	Avis Australia Car Hire	Car Hire - 15/10/13 - 17/10/13	271.87
EFT24704	06.11.2013	Amnet It Services	ADSL2 + Data Service - 09/11/13 - 09/12/13	79.00
EFT24705	06.11.2013	Barmah Hats	Canvas Drover Hats	510.40
EFT24706	06.11.2013	Pilbara Bakeries T/A BT's Bakery	KLP, PBFC - Bread Stock	977.96
EFT24707	06.11.2013	Bullivants	Depot - Rubber Gloves Stock	98.01
EFT24708	06.11.2013	J Brown	Allowances - Conference 13/10/13 - 16/10/13	234.40
EFT24709	06.11.2013	Chefmaster Australia	Stock - Bin Liners	2,031.30
EFT24710	06.11.2013	Staples Australia (formerly Corporate Express)	Stationery	1,085.02
EFT24711	06.11.2013	Signature Music Pty Ltd	Moonrise Cinema - Operating Fees October 2013	7,612.00
EFT24712	06.11.2013	Excel Electronics	9 Sing Place - Repair TV Aerial 09/10/13	1,100.00
EFT24713	06.11.2013	Garrards Pty Ltd	Depot - Quickbayt Spray & Ant Gel,	1,760.52
EFT24714	06.11.2013	G Harlen	Reimbursement - Catering For Infrastructure Meeting 24/10/13	100.60
EFT24715	06.11.2013	Ispix	Domain Renewal 2 Years	608.55
EFT24716	06.11.2013	Independent Valuers Of Western Australia	Valuation Report - Lot 517 Dampier Highway	1,100.00
EFT24717	06.11.2013	LRW'S Electrical	Parts - Air Filters	24.95
EFT24718	06.11.2013	Lil's Retravision Karratha	KTA Airport - Kettle For Kitchen	89.95
EFT24719	06.11.2013	Local Government Managers Australia	Diploma Of Project Management - 17/9/13 - 20/9/13	16,667.20
EFT24720	06.11.2013	McLernons Supply & Demand - Welshpool	HR - Lockable Filing Cabinet	253.15
EFT24721	06.11.2013	Norwest Sand & Gravel Pty Ltd	Baynton Wets Park - Red Gravel 10 Tonne	990.00
EFT24722	06.11.2013	Poolmart Karratha	KLP - Palintest Tabs	1,852.00
EFT24723	06.11.2013	Water2Water	PBFC - Maintenance Café Kitchen	1,662.00
EFT24724	06.11.2013	Pilbara Real Estate	19 Finch - Water Usage 8/4/13 - 31/5/13	106.92
EFT24725	06.11.2013	Parry's Merchants	TTI, Youth Shed, PBFC & Depot - Stock	10,900.85
EFT24726	06.11.2013	Poinciana Nursery	Community - Organic Gardening In the Pilbara Workshop	3,000.00

Chq/EFT	Date	Name	Description	Amount
EFT24727	06.11.2013	UNIR Hotels Pty Ltd T/A Rydges Perth	Accommodation - Pilbara Regional Council Meeting Perth	175.00
EFT24728	06.11.2013	Swan Earthmoving	Karratha Roadsweeping - 10/9 11/9 16/9	9,009.00
EFT24729	06.11.2013	St John Ambulance- Karratha	Apply First Aid - 30/7 - 31/7	995.00
EFT24730	06.11.2013	Signswest Stick With Us Sign Studio	KLP - Clear Acrylic Panels	990.00
EFT24731	06.11.2013	Shell Company Of Australia	Fuel	269.78
EFT24732	06.11.2013	SAI Global Ltd	BCA CD + Standards On-Line Subscription 17/10/13 - 16/10/14	3,797.42
EFT24733	06.11.2013	Sprayline Spraying Equipment	Weed Control - Backpack Spray Unit/Pump	3,316.50
EFT24734	06.11.2013	Reliance Petroleum	Fuel	25,636.07
EFT24735	06.11.2013	Te Wai Manufacturing	Uniforms	4,134.40
EFT24736	06.11.2013	Position Partners	Depot - Labour Workshop Service / Repair	1,014.12
EFT24737	06.11.2013	The Retic Shop	Retic Stock	817.93
EFT24738	06.11.2013	Thrifty Car Rental	Perth Royal Show2013 - Car Hire 27/9 - 6/10/13	598.00
EFT24739	06.11.2013	Visimax	Rangers Traps (including Freight)	5,115.75
EFT24740	06.11.2013	Wickham Community Association (Inc)	Wickham Concert - Jon Stevens 19/10/13 73 Tickets	4,380.00
EFT24741	06.11.2013	West End Arts Australia Pty Ltd T/a Archipelago Arts	Cossack Art Awards 2013 - Project Management	58,460.28
EFT24742	06.11.2013	Environmental Industries	Major Road Tree Planting, Cattrall Park Maintenance, Mowing / Brushcutting Open Areas & Drainage Reserves	95,014.78
EFT24743	06.11.2013	Pilbara Regional Council	Member Contributions - FY13/14 Quarter 1 & 2	121,000.00
EFT24744	06.11.2013	Downer Edi Works Pty Ltd	KTA Airport - Kerb Reinstatement, Footpath Works	101,385.75
EFT24745	06.11.2013	WA Hire And Haul	KTA Airport - Prep Base Shape and Stone the Water Storage Area, Backfill For Kerbing	54,780.00
EFT24746	06.11.2013	Worksense Safety & Workwear	Uniforms	191.34
EFT24747	06.11.2013	Atom Supply	Stock - Barrier Webbing, Water Containers	362.08
EFT24748	06.11.2013	Blackwoods (Atkins Carlyle Ltd)	Stock - Disposable Gloves	121.11
EFT24749	06.11.2013	A Noble & Son Ltd - WA Division	KLP - Building Materials	277.23
EFT24750	06.11.2013	Protector Alsafe	Safety Boots, Gloves, Dust Masks	1,104.29
EFT24751	06.11.2013	Abco Products	Stock - Ecozyme B+	1,499.10
EFT24752	06.11.2013	Hiroimi Ashlin	2013 Cossack Art Awards	2,102.50
EFT24753	06.11.2013	Ausco Modular Pty Limited	Depot - Portable Building Lease October 2013	3,466.06
EFT24754	06.11.2013	Apple Pty Ltd	Community Development - iPad Purchase	937.00
EFT24755	06.11.2013	Atktec Pty Ltd	KTA Airport - Lights Glass Cover Replacements	2,061.95
EFT24756	06.11.2013	Advam Pty Ltd	KTA Airport - Advam Services September 2013	431.48
EFT24757	06.11.2013	C Adams	Reimbursement For Accommodation - Perth Meetings	356.94
EFT24758	06.11.2013	Ampac Debt Recovery	Debt Recovery - Rates/Debtors October 2013	58.30
EFT24759	06.11.2013	Artrage Inc	REAF 2013 - Box Office Income Launch Art Exhibition Bar Tab Artist Riders	35,505.40
EFT24760	06.11.2013	BOC Limited	Gas/Oxygen Bottles Refills	431.54
EFT24761	06.11.2013	BP Roebourne	Fuel	288.35
EFT24762	06.11.2013	Beaurepaires	Tyre Repairs	1,114.98
EFT24763	06.11.2013	BC Lock & Key	KLP, Kta Airport, 9 Sing Place - Rekeying, Lock Repairs	1,799.27
EFT24764	06.11.2013	BT Equipment Pty Ltd T/a Tutt Bryant Equipment	Parts for Repairs	8,013.08
EFT24765	06.11.2013	W Squared Pty Ltd T/As BHW Consulting	Local Law Review	8,664.16
EFT24766	06.11.2013	Benara Nurseries	Baynton West Oval - Supply Of Plants	11,453.22
EFT24767	06.11.2013	Beacon Equipment	Stock - Brush Cutter Cord	453.15
EFT24768	06.11.2013	Bridgestone Australia Pty Ltd	Tyre Repairs	2,406.42

Chq/EFT	Date	Name	Description	Amount
EFT24769	06.11.2013	BRL Building Company	Wickham Daycare - Repaint Full Internals, Kta Airport - Replace Double Doors, Kta Airport - Replace Ceiling Slats, Structural Building Audit	30,485.40
EFT24770	06.11.2013	4Branding	Perth Royal Show 2013 - Temporary Tattoos	1,430.00
EFT24771	06.11.2013	Centurion Transport Co Pty Ltd	Freight	7,637.71
EFT24772	06.11.2013	Coca-Cola Amatil (Holdings) Ltd	PBFC, TTI, Youth Shed - Drink Stock	618.60
EFT24773	06.11.2013	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Stock - Parts	1,136.85
EFT24774	06.11.2013	Chadson Engineering Pty Ltd	Stock - Palintest Chlorine Free CNA Water Test Tablets	254.10
EFT24775	06.11.2013	Cummins South Pacific Pty Ltd	Plant Maintenance - Repair Exhaust Brake	957.40
EFT24776	06.11.2013	L Cover	Reimbursement - Parks and Leisure Australia Conference 13/10/13 to 16/10/13	142.50
EFT24777	06.11.2013	Cleverpatch Pty Ltd	Wickham Library - Craft Items	162.69
EFT24778	06.11.2013	Cosmic Products (Trugrade Pty Ltd (WA))	Community - Graffiti Remover Flexi-Pack	2,684.00
EFT24779	06.11.2013	Coral Coast Electrical	KTA Airport Expansion - Electrical Works	11,377.91
EFT24780	06.11.2013	Cho Cleary	REAF 2013 - Launch Entertainment	700.00
EFT24781	06.11.2013	Cycad International	Oval Maintenance - Baynton Supply of Plants	5,500.00
EFT24782	06.11.2013	Cardile International Fireworks	Airline Flight Cancellation And Wages For Packing Of Larger Display For FeNaCINg 2013	968.00
EFT24783	06.11.2013	Channel 7 Telethon Trust	Cancelled Cheque	0.00
EFT24784	06.11.2013	David Gray And Company Pty Limited	7 Mile Waste - Sulo Wheelie Bins Complete	13,211.44
EFT24785	06.11.2013	E & MJ Rosher Pty Ltd	Parts - Blower Case	1,245.55
EFT24786	06.11.2013	D Eimonye	Reimbursement of Study Expenses	849.00
EFT24787	06.11.2013	Ezi-Hose Pty Ltd	Plant Maintenance	1,564.59
EFT24788	06.11.2013	Fast Automation	KTA Airport - Remote Full System Analysis 11/09/13	528.00
EFT24789	06.11.2013	Prime Media Group (GWN7)	KLP - TV Advertising May to August 2013	2,526.70
EFT24790	06.11.2013	Home Hardware Karratha	27 Buchanan Cct - Materials For Repairs	34.63
EFT24791	06.11.2013	Harvey Norman Karratha (Karravit Pty Ltd atf Karravit No 2 Trust t/as)	KLP - Aerobics iPod Connections	89.80
EFT24792	06.11.2013	H Hinaki	Reimbursement - First Aid Bronze Medallion and Lifeguard Award Courses	490.00
EFT24793	06.11.2013	Ibis Styles Karratha	Lunch For Caretakers x 11 People	337.00
EFT24794	06.11.2013	J G Graphix	KTA Airport - Stickers for Car Park	159.50
EFT24795	06.11.2013	James Bennett Pty Limited	Karratha Library - New Resources	1,694.32
EFT24796	06.11.2013	M Jordan	Reimbursement - ENV Health Conference 23/09/13 to 27/09/13	187.00
EFT24797	06.11.2013	Keyspot Services	RAC - Name Badges	303.50
EFT24798	06.11.2013	Karratha Auto Electrics	Plant Maintenance	2,331.18
EFT24799	06.11.2013	Kott Gunning	Legal Advice	552.09
EFT24800	06.11.2013	Komatsu Australia Pty Ltd	Stock - Fuel Pre filter	216.94
EFT24801	06.11.2013	Karratha Newsagency - TTI Account	Newspapers & Magazines	1,936.42
EFT24802	06.11.2013	Karratha Newsagency - Admin Office Account	Newspapers & Magazines	47.00
EFT24803	06.11.2013	Small Business Centre West Pilbara	Women in Business Luncheon - Registration 26/11/13	375.00
EFT24804	06.11.2013	C King	Reimbursement - ENV Health Conference 23/09/13 to 27/09/13	180.00
EFT24805	06.11.2013	Karratha Tilt Tray And Towing	Vehicle Tow / Disposal	6,928.90
EFT24806	06.11.2013	Karratha Village	Youth Shed - Accommodation Indigenous Hip Hop Artists 16/09/13 to 28/09/13	4,000.00

Chq/EFT	Date	Name	Description	Amount
EFT24807	06.11.2013	Karratha SHS Parent Council	Bucks for Bags Donation - Litter Clean Up 24/06/13 to 28/06/13	300.00
EFT24808	06.11.2013	Lyons & Peirce	REAF 2013 - Additional Water Requirements	6,871.65
EFT24809	06.11.2013	Liftmec Pty Ltd	Transport - Compactor/Excavator	3,522.20
EFT24810	06.11.2013	LGIS Risk Management	HR - Flights and Accommodation for EQ Trainer 19/09/13	4,252.81
EFT24811	06.11.2013	A.B. Loveridge	TTI - Stubby Holders	660.00
EFT24812	06.11.2013	Land Surveys NPJS Pty Ltd	Skate Park Program Detailed Survey, KLP Survey Playing Fields	3,707.00
EFT24813	06.11.2013	Liquor Traders Australia Pty Ltd	TTI - Alcohol Stock	4,632.58
EFT24814	06.11.2013	RAW Hire	Community Bus - Standard Collision Protection 11/10/13	5.50
EFT24815	06.11.2013	Metro Count	Design and Investigations - Customer Survey	2,212.10
EFT24816	06.11.2013	Metalcom	Wickham Transfer Station - Tyre Bin Removal	463.65
EFT24817	06.11.2013	B Moxham	Reimbursement - Fuel Costs	71.85
EFT24818	06.11.2013	L Myburgh	Reimbursement for Meals - ENV Health Conference	185.80
EFT24819	06.11.2013	S L Mills & P R Gerecke	Refund for Swimming Lessons	145.60
EFT24820	06.11.2013	NW Communications & IT Specialists	KLP - UHF Handheld	491.85
EFT24821	06.11.2013	Neverfail Springwater Pty Ltd - HR Office Account	15L Bottle Refills	440.00
EFT24822	06.11.2013	Neils Reticulation And Landscaping	Oval Maintenance - Baynton West & Euro Drive Landscape Upgrade	46,020.02
EFT24823	06.11.2013	OTS Landscaping Service	PBFC & Youth Shed - Garden Maintenance September 2013	2,750.00
EFT24824	06.11.2013	Fulton Hogan Industries Pty Ltd (Pioneer Road Services)	Stock - Bagged Asphalt	1,980.00
EFT24825	06.11.2013	Pilbara Distributors	Executive Kitchen - ReStock Councillor Fridge 01/10/13	380.00
EFT24826	06.11.2013	Pilbara Motor Group	Stock - Element Air Refiner	86.23
EFT24827	06.11.2013	Pilbara Institute	Amphitheatre Venue Hire - August 2013, HR Enrolments	4,918.55
EFT24828	06.11.2013	Pilbara Copy Service	Photocopier Charges	354.66
EFT24829	06.11.2013	Pilbara Newspapers Pty Ltd (Pilbara Echo)	Advertising	4,208.08
EFT24830	06.11.2013	Pt Walcott Volunteer Sea Search & Rescue	Bucks for Bags - Litter Clean Up 12/10/13	360.00
EFT24831	06.11.2013	Premier Taxis Karratha	HR - Taxi Services to KTA Airport 06/09/13	51.35
EFT24832	06.11.2013	Print Sync Norwest Business Solutions	KLP - Photocopier Charges	2,571.65
EFT24833	06.11.2013	Pindan TV Satellite & Communication	KLP - Function Room TV Installation	1,943.92
EFT24834	06.11.2013	Statewide Bearings	Stock - Parts	50.71
EFT24835	06.11.2013	Sigma Chemicals	KLP - Sodium Bi-carbonate	933.04
EFT24836	06.11.2013	Stott & Hoare	Computer Equipment - IP Deskphone	3,946.80
EFT24837	06.11.2013	Designa Sabar Pty Ltd	KTA Airport - Paper Rolls	825.00
EFT24838	06.11.2013	S Shields	Reimbursement - Laptop Screen Repair Director Community	595.10
EFT24839	06.11.2013	Sony Pictures Releasing	KTA Moonrise Theatre - Film License	2,274.49
EFT24840	06.11.2013	Tradelink Plumbing Supplies	KLP - PVC Pipe and Fittings	946.62
EFT24841	06.11.2013	T-Quip	Stock - Air Filter	15.50
EFT24842	06.11.2013	Tox Free (Australia) Pty Ltd	KLP - Waste Bin Empty	957.00
EFT24843	06.11.2013	Tennant Australia Pty Ltd	Part - Pump	308.77
EFT24844	06.11.2013	20th Century Fox Film Distributors Pty Ltd	Moonrise Cinema - Screening Fee	817.25
EFT24845	06.11.2013	Tru Blu Hire Australia Pty Ltd	Town Street Maintenance - Core Drill Hire 07/10/13 to 09/10/13	804.32
EFT24846	06.11.2013	The Ranges Karratha	HR - Accommodation 01/09/13 to 03/09/13	499.00
EFT24847	06.11.2013	TVD (The Vacuum Doctor)	RCC - Polypropylene Brush	143.31

Chq/EFT	Date	Name	Description	Amount
EFT24848	06.11.2013	UDLA	Roebourne Education and Community - Landscape Architectural Consultancy Services	16,700.00
EFT24849	06.11.2013	Karratha Timber & Building Supplies (formerly Versatile)	KLP - Maintenance Materials October 2013	2,178.08
EFT24850	06.11.2013	Westrac Equipment Pty Ltd	Parts - Cold Planer	4,635.70
EFT24851	06.11.2013	Wormald Australia Pty Ltd	KTA Airport - Reconnect Fire Door Signal	916.43
EFT24852	06.11.2013	Wren Oil	7 Mile - Collection and Recycling of Used Oil FY13/14	662.48
EFT24853	06.11.2013	Wickham Play Group	Bucks for Bags - Litter Clean Up 12/10/13	600.00
EFT24854	06.11.2013	Wickham Squash Club	Bucks for Bags - Litter Clean Up 12/10/13	300.00
EFT24855	06.11.2013	Wickham Warriors Martial Arts Club	Bucks for Bags - Litter Clean Up 12/10/13	660.00
EFT24856	06.11.2013	Yakka Pty Ltd	Uniforms	1,438.71
EFT24857	11.11.2013	K Christensen-mortgage	Home Ownership Allowance FE 06.11.2013	572.00
EFT24858	11.11.2013	Dept Of Housing & Works-Hughes Rent ***	Payroll deductions	1,232.04
EFT24859	11.11.2013	T Swetman	Home Ownership Allowance FE 06.11.2013	555.00
EFT24860	11.11.2013	L Gan (Mortgage Account)	Home Ownership Allowance FE 06.11.2013	1,427.64
EFT24861	11.11.2013	B Middleton-Mortgage Account	Home Ownership Allowance FE 06.11.2013	550.00
EFT24862	11.11.2013	MAXXIA Pty Ltd	Payroll deductions	1,787.37
EFT24863	13.11.2013	Australian Taxation Office	Payroll deductions	282,237.37
EFT24864	13.11.2013	Child Support Agency	Payroll deductions	1,056.57
EFT24865	14.11.2013	Transpacific Cleanaway	25 x Daily Skip Bin Services September 2013	2,345.46
EFT24866	14.11.2013	Chandler Macleod	Labour Hire	17,747.53
EFT24867	14.11.2013	GHD Pty Ltd	Kta Airport - Steel Monopole Design & JM Progress Claim #1	2,750.00
EFT24868	14.11.2013	Ispix	Hosting Premium - 06/11/2013 to 05/11/2014	689.95
EFT24869	14.11.2013	K Nugent	Rates Refund - A2719	1,941.84
EFT24870	14.11.2013	Ray White Real Estate	13 Gecko - Water Usage 1/7/13 - 25/7/13 25 Days	100.44
EFT24871	14.11.2013	BP Roebourne	Fuel	1,737.91
EFT24872	14.11.2013	Crown Castle International	Karratha Carrier License ID 64549 Stove Hill Site Rental Nov 2013 - Nov 2014	11,067.05
EFT24873	14.11.2013	Crawford Realty Karratha	23 Rodgers Way - Water Usage 16/07/13 to 17/09/13	176.10
EFT24874	14.11.2013	East To West Concreting & Earth Works	Cancelled Cheque	0.00
EFT24875	14.11.2013	Metal Sign & Label Pty Ltd	Depot - Artwork Setup and Signs Production	440.11
EFT24876	14.11.2013	Richard John Nugent & Tishka Anne Hanlon	Rates Refund - A29636	2,031.42
EFT24877	14.11.2013	Solcomm Pty Ltd	PTP 250 5GHz Integrated (ETSI/RoW) AES128 - Link Complete	6,202.61
EFT24878	14.11.2013	Smokemart	TTI - Cigarettes	2,505.15
EFT24879	14.11.2013	Windtech Consultants Pty Ltd	Kta Airport Terminal Upgrade - Facade Cladding Pressure Study 50%	8,800.00
EFT24880	14.11.2013	West Australian Newspapers Limited	Advertising	5,691.00
EFT24881	18.11.2013	Karratha First National Real Estate	Residential Housing Lease	26,288.70
EFT24882	18.11.2013	North West Realty	Residential Housing Lease	21,943.40
EFT24883	18.11.2013	Pilbara Real Estate	Residential Housing Lease	23,898.81
EFT24884	18.11.2013	Ray White Real Estate	Residential Housing Lease	25,202.38
EFT24885	18.11.2013	Terry & Vicki Day	Residential Housing Lease	5,214.29
EFT24886	18.11.2013	Karratha Self Storage	Records Management - Monthly Storage	450.00
EFT24887	18.11.2013	Peter Hunt Architect Superannuation Fund No 2 (Rental costs only)	Welcome Road Offices - Lease	2,600.00
EFT24888	19.11.2013	Northwest Shedmasters	KTA Airport Workshop Project - Structural Steel Frame Ex-Works to Site	156,048.70

Chq/EFT	Date	Name	Description	Amount
EFT24889	19.11.2013	Karratha Contracting Pty Ltd	Kta Airport - Air Con Repair, Kta Airport - Cleaned Drains, Air Con Maintenance (Various Sites), Gap Ridge - Repair Chlorinator, Pegs Creek Oval - Repair of Asbestos Main Line, KEC Demolition, Point Samson - Repair BBQ's, Millars Well Daycare - Air Con Repairs	64,613.65
EFT24890	19.11.2013	Downer Edi Works Pty Ltd	Reseal Program - Hunt Way/Warrier St, Melak Grant & Warrier St, Grant St/Millstream Rd, Emma St/Grant St, Elliott Way/Maitland Rd, Ridley Street, Shakespeare St/Searipple, Dampier Highway Culverts	540,873.15
EFT24891	19.11.2013	Chandler Macleod	Labour Hire	54,848.27
EFT24892	19.11.2013	Caltex Energy WA (Link Energy Pty Ltd)	Fuel	24,261.39
EFT24893	19.11.2013	Hotel Ibis Perth	Accommodation for Meetings 04/09/13 to 06/09/13	680.40
EFT24894	19.11.2013	West End Arts Australia Pty Ltd T/a Archipelago Arts	7 Mile Waste - Meet with Arts Committee and Scope Brief	1,320.00
EFT24895	19.11.2013	Ashdown-Ingram	Parts - Alternator	1,668.15
EFT24896	19.11.2013	Barrett Displays	Perth Royal Show 2013 - Supply And Install Equipment	31,035.40
EFT24897	19.11.2013	Commander Centre	IT - Add and Re-Programme BCM's	979.00
EFT24898	19.11.2013	Channel 7 Telethon Trust	Telethon 2013 - Contribution to Mascot Race	1,100.00
EFT24899	19.11.2013	Anne-Mai Kruus T/a Foam Wash	Vehicle Washing and Detailing	400.00
EFT24900	19.11.2013	GE Surveys	Kta Airport - Survey works for Qantas Leased Area	4,735.50
EFT24901	19.11.2013	Liquor Traders Australia Pty Ltd	TTI - Bar Stock	3,443.14
EFT24902	19.11.2013	Kmart Karratha	RAC - Assorted Pool Equipment, KLP - Holiday Materials, Youth Shed - Girls Day Program Materials	391.00
EFT24903	19.11.2013	Scope Business Imaging	IT - Install Printer for Luggage Scan at KTA Airport, Photocopier Charges October 2013	6,285.18
EFT24904	19.11.2013	Woolworths (WA) Ltd	PBFC, KLP, Youth Shed, TTI, RAC - Stock/Café Items	2,966.51
EFT24905	19.11.2013	Wormald Australia Pty Ltd	KTA Airport, Youth Shed, PBFC, Main Admin - Routine Inspections, September 2013	2,106.74
EFT24906	19.11.2013	West Australian Newspapers Limited	Cancelled Cheque	0.00
EFT24907	21.11.2013	West Australian Newspapers Limited	Advertising	14,732.25
EFT24908	22.11.2013	K Christensen-mortgage	Home Ownership Allowance	572.00
EFT24909	22.11.2013	Shire of Roebourne Social Club	Payroll deductions	792.00
EFT24910	22.11.2013	T Swetman	Home Ownership Allowance FE 20.11.2013	555.00
EFT24911	22.11.2013	L Gan (Mortgage Account)	Home Ownership Allowance	1,427.64
EFT24912	22.11.2013	B Middleton-Mortgage Account	Home Ownership Allowance FE 20.11.2013	550.00
EFT24913	22.11.2013	MAXXIA Pty Ltd	Payroll deductions	3,347.62
EFT24914	27.11.2013	Australian Taxation Office	Payroll deductions	269,955.00
EFT24915	27.11.2013	Child Support Agency	Payroll deductions	1,056.57
EFT24916	26.11.2013	Transpacific Cleanaway	KTA Airport - Daily Skip Bin Collection October 2013	2,104.98
EFT24917	26.11.2013	Grant Thornton (wa) Pty Ltd	Audit Fees - FY12/13 Financial Affairs	14,209.80
EFT24918	26.11.2013	ITVision	Synergysoft V10.1.139 Upgrade	2,255.00
EFT24919	26.11.2013	WALGA (Marketforce)	Advertising	819.52
EFT24920	26.11.2013	Pilbara Iron Company (Services) Pty Ltd	Electricity Charges	357.19
EFT24921	26.11.2013	Pilbara Holiday Park	REAF 2013 - Accommodation 20/9 - 23/9	400.40
EFT24922	26.11.2013	Ray White Real Estate	52 Desert Pea Blvd - Water Usage Charges 06/08/13 To 27/09/13	95.29
EFT24923	26.11.2013	Shell Company Of Australia	Fuel	532.41
EFT24924	26.11.2013	Position Partners	Tech Services - Magnet Field Site Maintenance FY13/14	368.50
EFT24925	26.11.2013	The Retic Shop	Stock - Bermad Diaphragm	428.66
EFT24926	26.11.2013	Atom Supply	Kta Airport Airside Mtce - Paint Gun Spray Metal Grinder Pump Drum	511.90

Chq/EFT	Date	Name	Description	Amount
EFT24927	26.11.2013	Atktec Pty Ltd	KTA Airport - Office Fibre Optic Backbone Works Progress Claim 1	16,080.35
EFT24928	26.11.2013	Ashdown-Ingram	Parts - Century Battery	172.70
EFT24929	26.11.2013	Ampac Debt Recovery	Debt Recovery - Rates/Debtors October 2013	919.87
EFT24930	26.11.2013	BP Roebourne	Fuel	220.40
EFT24931	26.11.2013	Wickham Service Station	Fuel	995.82
EFT24932	26.11.2013	BP Australia Pty Ltd	Fuel	15,859.95
EFT24933	26.11.2013	Cabcharge Australia Pty Ltd	Cabcharge - September 2013	1,834.73
EFT24934	26.11.2013	Chris Sayer Consulting	Consultant - October 2013	4,052.00
EFT24935	26.11.2013	Elan Media Partners	KTA Library - New Resources	60.37
EFT24936	26.11.2013	Gurrurga Pty Ltd	Community Development - Cultural Awareness Training 05/11/13	2,640.00
EFT24937	26.11.2013	Goldplay Holdings Pty Ltd	7 Mile Waste - 40 Tonne Moxie Wethire	48,400.00
EFT24938	26.11.2013	Handy Hands Pty Ltd	Cemetery Maintenance	13,819.00
EFT24939	26.11.2013	JV Play Global Pty Ltd	KLP - Blacklight Glow Golf Balls	1,589.56
EFT24940	26.11.2013	Karratha Newsagency - TTI Account	Newspapers & Magazines	1,678.91
EFT24941	26.11.2013	Karratha Newsagency - KLP Account	Newspapers & Magazines	98.70
EFT24942	26.11.2013	Mercury Firesafety Pty Ltd	KLP - Test and Tag and Inspect Fire Extinguishers and Blankets	1,621.40
EFT24943	26.11.2013	Morrison Low Consultants Pty Ltd	Corp Services - Long Term Financial Plan Update	1,100.00
EFT24944	26.11.2013	Neils Reticulation And Landscaping	Depot - Install New Overhead Foggers	2,018.50
EFT24945	26.11.2013	Rowan'z Mowin & Handyman Service	27 Buchanan Circuit, 212 Richardson, 15 Gecko, 13 Gecko - Garden Maintenance	1,765.50
EFT24946	26.11.2013	State Emergency Service	KTA SES - Operating Budget July to Sept 2013	5,500.00
EFT24947	26.11.2013	Smokemart	TTI - Cigarettes	1,191.15
EFT24948	26.11.2013	Sony Pictures Releasing	KTA Moonrise Theatre - Screening Fee	1,094.23
EFT24949	26.11.2013	UDLA	Wickham Precinct - Final Amendment to Conceptual Plans	423.50
EFT24950	26.11.2013	Woolworths (WA) Ltd	PBFC, KLP, Youth Shed, TTI, RAC - Stock/Café Items	2,265.08
EFT24951	26.11.2013	Wormald Australia Pty Ltd	KTA Airport - Routine Inspection October 2013	1,782.78
EFT24952	26.11.2013	Wurth Australia Pty Ltd	Workshop - Supply Deutsch Plugs And Crimping/Removal Tools	1,192.62
EFT24953	26.11.2013	West Aussie Reptiles	Professional Reptile Display at the Guest Town Pavilion Perth Royal Show 2013	4,400.00
EFT24954	26.11.2013	Statewide Turf Services	Top Dress Ovals - Baynton West and Bulgarra, Vertimowing, Brushcutting, Golf Course - Decompaction Fairways	79,139.54
EFT24955	26.11.2013	Supastar Enterprises Pty Ltd	KTA Airport - Jet Sealing Maintenance Works	59,400.00
EFT24956	27.11.2013	G Bailey	Sitting Fee - November 2013	2,791.67
EFT24957	27.11.2013	J Lally	Local Govt Allowance/Sitting Fee - November 2013	4,562.50
EFT24958	27.11.2013	E Smeathers	Sitting Fee - November 2013	2,791.67
EFT24959	27.11.2013	F White-Hartig	Sitting Fee - November 2013	2,791.67
EFT24960	27.11.2013	D Hipworth	Sitting Fee - November 2013	2,791.67
EFT24961	27.11.2013	G Harris	Sitting Fee - November 2013	2,791.67
EFT24962	27.11.2013	N Kickett	Sitting Fee - November 2013	2,791.67
EFT24963	27.11.2013	P Long	Local Govt Allowance/Sitting Fee - November 2013	11,125.00
EFT24964	27.11.2013	J Miller	Sitting Fee - November 2013	2,791.67
EFT24965	27.11.2013	M Saylor	Sitting Fee - November 2013	2,791.67
EFT24966	27.11.2013	R Vandenberg	Sitting Fee - November 2013	2,791.67
EFT24967	27.11.2013	Downer Edi Works Pty Ltd	Asphalt for Road Re-Surfacing	83,726.40
EFT24968	27.11.2013	Northwest Shedmasters	KTA Airport - Workshop Steelwork Erected	156,048.70

Chq/EFT	Date	Name	Description	Amount
EFT24969	27.11.2013	NS Projects	Project Management - Kta Cultural Precinct Concept Design and Business Plan Development SP038 - October 2013	63,536.00
EFT24970	27.11.2013	Karratha Contracting Pty Ltd	Bulgarra, Pegs Creek, Tambrey & Millars Well Holding Tanks - Clean Out, Kta Airport - Repair Lighting Circuits, Kta Airport - Repair Toilets, Electrical Audits	50,732.02
EFT24971	27.11.2013	Australia Post	Postage Charges October 2013	2,173.29
EFT24972	27.11.2013	Alpha First Aid Supplies Pty Ltd	First Aid Supplies	2,953.21
EFT24973	27.11.2013	Austral Pool Equipment	KLP - Toddler Swim Island	3,300.00
EFT24974	27.11.2013	Avis Australia Car Hire	Car Hire - 22/10/13 - 24/10/13	543.74
EFT24975	27.11.2013	Allied Pickfords - Karratha	Relocation - 14 Winyama Road - 42A Brooks Way	4,099.70
EFT24976	27.11.2013	Chefmaster Australia	Stock - Garbage Bags	1,692.75
EFT24977	27.11.2013	Chemdry Northwest	27 Buchanan - Vacate Carpet Cleaning 10/10/13	506.00
EFT24978	27.11.2013	Staples Australia (formerly Corporate Express)	Stationery & KTA Airport - Furniture For Terminal	21,749.05
EFT24979	27.11.2013	Chandler Macleod	Labour Hire	25,440.61
EFT24980	27.11.2013	Duxton Hotel Perth	HR - Accommodation and Meal Expenses 04/11/13	266.00
EFT24981	27.11.2013	Department Of Agriculture & Food	Plants Inspection by Quarantine WA	56.00
EFT24982	27.11.2013	Excel Electronics	906 Walcott - Check & Repair Antenna Outlets	660.00
EFT24983	27.11.2013	GHD Pty Ltd	KTA Airport - Pavement Management Services	17,496.16
EFT24984	27.11.2013	G Harlen	Catering For Meeting - Ngarluma & Dept Of Lands - Discuss Native Title Matters Re: Wickham Motorcross 31/10/13	71.08
EFT24985	27.11.2013	Hart Sport	Kickboard Crate	258.70
EFT24986	27.11.2013	Hathaway's Lubricants	Lubricant Stock	6,163.07
EFT24987	27.11.2013	Karratha & Districts Chamber Of Commerce	Urbis Planning Consultants - Room Hire For Half Day 13/11/13	70.00
EFT24988	27.11.2013	Karratha Visitor Centre	Perth Royal Show 2013 - Flights Accom Wages	3,621.97
EFT24989	27.11.2013	Karratha Volunteer Fire And Rescue	Community Sports Awards 2013 - Honararium Drink & Food Service	500.00
EFT24990	27.11.2013	Karratha Earthmoving & Sand Supplies	Dampier Pipeline - 20 Tonne of Fine Sand	880.00
EFT24991	27.11.2013	S Kot	Utilities Reimbursement	239.80
EFT24992	27.11.2013	Karratha Tavern	Melbourne Cup - Beverages for Staff Lunch	119.93
EFT24993	27.11.2013	Les Mills Aerobics Australia	KLP - Les Mills Programs November 2013	1,317.64
EFT24994	27.11.2013	Midalia Steel	KLP - Steel For Brackets & Winch	156.21
EFT24995	27.11.2013	Market Creations Pty Ltd	Moonrise Cinema - Advertising in KTA Directory 2014/15	4,059.00
EFT24996	27.11.2013	M Sparks	Depot - Tachometer Dual	576.80
EFT24997	27.11.2013	Mantra On Murray	Community Development - Accommodation 06/10/13 to 09/10/13	675.00
EFT24998	27.11.2013	TJM Pilbara/North West 4WD	Depot - ECB Bullbar	1,810.00
EFT24999	27.11.2013	Water2Water	KLP - Bottle Cooler Rental November 2013	125.60
EFT25000	27.11.2013	Parry's Merchants	TTI, Youth Shed, PBFC - Stock	20,619.20
EFT25001	27.11.2013	Perth Irrigation Centre	Retic Stock	6,139.74
EFT25002	27.11.2013	Risk Management Technologies	ChemAlert Training Program (OHS)	5,602.91
EFT25003	27.11.2013	Swan Earthmoving	Dampier Highway - Removal Of Rocks & Rubbish, Baynton West & Dampier Hwy - Remove Spinifex, Bulgarra Oval - Lawn Maintenance,	16,665.00
EFT25004	27.11.2013	St John Ambulance-Karratha	First Aid Refresher	199.00
EFT25005	27.11.2013	Signswest Stick With Us Sign Studio	KLP, Airport, Youth Shed - Signage	1,876.60
EFT25006	27.11.2013	SAI Global Ltd	Corporate Compliance - Australian Standards Online Select Annual Subscription 30/11/13 to 29/11/2014	1,980.15
EFT25007	27.11.2013	Shenton Enterprises Pty Ltd	KLP - Service and Repair Baby Dolphin Cleaner	346.08
EFT25008	27.11.2013	Sealanes	Corp Services - Kitchen Stock - October/November 2013	137.28

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EFT25009	27.11.2013	Technical Irrigation Imports	Depot - Service and Repair to Controller	1,399.20
EFT25010	27.11.2013	Te Wai Manufacturing	Uniforms	3,362.40
EFT25011	27.11.2013	Royal Life Saving Society WA Inc	WAW Wristbands	2,318.30
EFT25012	27.11.2013	TNT Express	Freight	1,384.85
EFT25013	27.11.2013	Thrifty Car Rental	Car Hire - Perth 19/9 - 20/9	97.69
EFT25014	27.11.2013	Blackwoods (Atkins Carlyle Ltd)	Stock - Disposable Gloves	812.57
EFT25015	27.11.2013	Airservices Australia	KTA Airport - Fire Alarm Monitoring	973.50
EFT25016	27.11.2013	Onyx (Aust) Pty Ltd	Catering	5,848.90
EFT25017	27.11.2013	Protector Alsafe	Uniforms, Safety Boots, Gloves	1,740.16
EFT25018	27.11.2013	Abco Products	KTA Airport - Henry Dry Vacuum Blue	995.23
EFT25019	27.11.2013	Attorney-General's Department	KTA Airport - AusCheck Lodgements September 2013	2,352.00
EFT25020	27.11.2013	Apprenticeships Australia	HR - Managed Apprentice October 2013	366.67
EFT25021	27.11.2013	Airport Security Pty Ltd	Kta Airport - Print and Supply ASIC's	520.00
EFT25022	27.11.2013	Alliance Power And Data	KTA Airport Power Upgrade - Superintendent's Representative	4,537.50
EFT25023	27.11.2013	Advam Pty Ltd	KTA Airport - Parking Services October 2013	411.35
EFT25024	27.11.2013	Analytical Reference Laboratory (WA) Pty Ltd	KLP - Analysis of Water Samples	67.65
EFT25025	27.11.2013	Alegra Safety	KLP - Revised Drawings Evacuation Plan	1,127.50
EFT25026	27.11.2013	Allpest WA	SoR Main Admin - Pest Management Treatment - Central Records Vault 25/10/2013	966.00
EFT25027	27.11.2013	BOC Limited	Workshop, KLP, Kta SES - Gas Bottles Refills	1,030.77
EFT25028	27.11.2013	Beaurepaires	Tyre Repairs	12,887.72
EFT25029	27.11.2013	BC Lock & Key	Key / Lock Repairs	1,745.64
EFT25030	27.11.2013	BT Equipment Pty Ltd T/a Tutt Bryant Equipment	Parts for Repairs	6,785.50
EFT25031	27.11.2013	Butt Out Australia Pty Ltd	KTA Airport - Spare Keys	108.90
EFT25032	27.11.2013	Bentley Motel	HR - Accommodation Apprenticeship Studies 15/09/13 to 21/09/13	780.00
EFT25033	27.11.2013	Beacon Equipment	Kta Airport - Vacuum, Kta Airport - Chainsaw, Chain, Repairs - Sharpening Cutting Head	5,481.05
EFT25034	27.11.2013	Bridgestone Australia Pty Ltd	Tyre Repairs	1,584.44
EFT25035	27.11.2013	S Batt	Reimbursement for Gift and Catering	377.57
EFT25036	27.11.2013	BRL Building Company	Cancelled Cheque	0.00
EFT25037	27.11.2013	Bellsun Pty Ltd	Rates Refund - A77988	3,131.81
EFT25038	27.11.2013	CJD Equipment	Vehicle Repairs, Filters Stock	9,281.85
EFT25039	27.11.2013	Centurion Transport Co Pty Ltd	Freight	5,338.50
EFT25040	27.11.2013	Coates Hire Operations	Hearsons Cove Event - Message Boards Hire 25/10/13	657.58
EFT25041	27.11.2013	Coca-Cola Amatil (Holdings) Ltd	PBFC, Youth Shed, RAC - Stock	2,482.73
EFT25042	27.11.2013	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Stock - Parts	1,107.70
EFT25043	27.11.2013	Chemform	Stock - Odour Neutraliser	568.70
EFT25044	27.11.2013	Coca-Cola Amatil (Holdings) Ltd	TTI - Drink Stock	2,722.26
EFT25045	27.11.2013	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Stock - Parts	77.65
EFT25046	27.11.2013	Cummins South Pacific Pty Ltd	Stock - Filter	62.65
EFT25047	27.11.2013	Snap Pilbara (formerly Coral Coast Print)	KTA Moonrise Theatre - Posters for November 2013	358.01
EFT25048	27.11.2013	L Cover	Reimbursement Utilities	176.00
EFT25049	27.11.2013	M Cameron	Reimbursement Utilities	322.03
EFT25050	27.11.2013	Command IT Services	Department of Sports Works - IT Materials	613.58

Chq/EFT	Date	Name	Description	Amount
EFT25051	27.11.2013	Conrau Worth Unit Trust T/a Leading Edge Essentials	KTA Airport Expansion - Minor Building Tasks October 2013	4,950.00
EFT25052	27.11.2013	David Gray And Company Pty Limited	Stock - Binkill	143.00
EFT25053	27.11.2013	Dy-Mark (Aust) Pty Ltd	Stock - Blue Lay Out Paint	236.81
EFT25054	27.11.2013	De Neefe Signs Pty Ltd	Cancelled Cheque	0.00
EFT25055	27.11.2013	Department Of Planning (Govt Of Wa - Dept Finance Shared Services)	Cancelled Cheque	0.00
EFT25056	27.11.2013	Design Co-Operative Ltd	Animal Control - Cat Registration Forms	4,699.75
EFT25057	27.11.2013	David Julian Price Corporate Education (Cascade Pty Ltd)	HR - Minute Taking and Time Management Course	5,295.00
EFT25058	27.11.2013	E & MJ Rosher Pty Ltd	Stock	1,041.80
EFT25059	27.11.2013	Scottish Pacific Business Finance P/l (Eyres Safety Optics)	Stock - Safety Glasses	289.74
EFT25060	27.11.2013	Eyeline Australia Pty Ltd	RAC - Kiosk Stock	1,347.50
EFT25061	27.11.2013	Environmental Industries	Balmoral Road - Reserve Mowing and Brushcutting & Mowing of Various Drainage Reserves	107,498.82
EFT25062	27.11.2013	Essential Environmental	Roebourne LSP Gap Analysis and Write Up - Addendum	13,376.00
EFT25063	27.11.2013	Ezi-Hose Pty Ltd	Parts for Repairs	4,947.55
EFT25064	27.11.2013	Elan Media Partners	KTA Library - New Resources	1,464.65
EFT25065	27.11.2013	Emergency Media Pty Ltd	Moonrise Cinema - Advertising Summer 2013/2014	654.50
EFT25066	27.11.2013	East To West Concreting & Earth Works	Depot - Fix Concrete Track Around Pit in Workshop 16/10/13	6,625.08
EFT25067	27.11.2013	Farinosi & Sons Pty Ltd	Pest Control - Misting Outdoor Fan	513.75
EFT25068	27.11.2013	Chubb Fire Safety Ltd	Pegs Creek Pavilion - Fire Extinguisher Service	345.40
EFT25069	27.11.2013	Fortesque Bus Service Pty Ltd	Community Bus - Provision of Sunday Services October 2013	3,520.00
EFT25070	27.11.2013	Flametree Nursery	Dampier Highway Streetscape - Plants	4,999.50
EFT25071	27.11.2013	Feel Creative Pty Ltd	Marketing & Promotion - Drupal Content Management System Training	3,850.00
EFT25072	27.11.2013	Golden Hiabs	REAF 2013 - Transport of Temporary Fencing 28/10/13	286.00
EFT25073	27.11.2013	Globe Australia Pty Ltd	Dynafoq Superhawk Hand Held Fogger	1,980.00
EFT25074	27.11.2013	Global Security Management (WA)	PBFC, Main Admin, FBCC & Youth Shed - Nightly Patrols October 2013	13,712.60
EFT25075	27.11.2013	R Gill	DAIP - Materials for Christmas Party	488.00
EFT25076	27.11.2013	Greenacre Turf Group	Rose Street Median Strip - Palmetto Turf	1,898.50
EFT25077	28.11.2013	Goolarri Media Enterprises Pty Ltd	Pilbara Girl 2013 - Event Sponsorship	5,511.00
EFT25078	28.11.2013	Home Hardware Karratha	Materials for Repairs	1,608.07
EFT25079	28.11.2013	Hydramet	Gap Ridge WWT & RAC - Service of Chlorination Equipment October 2013	21,520.17
EFT25080	28.11.2013	Harvey Norman Karratha (Karravit Pty Ltd aff Karravit No 2 Trust t/as)	IT General Expenses - HDMI to DVI Converter	483.35
EFT25081	28.11.2013	Hitachi Construction Machinery	Stock For Repairs	1,018.34
EFT25082	28.11.2013	J Hurley	Reimbursement Utilities	790.52
EFT25083	28.11.2013	M Hatch	Cleaverville Caretakers - Fuel Reimbursement	1,181.30
EFT25084	28.11.2013	Insight Callcentre Services	After Hours Call Centre Service September 2013	1,325.94
EFT25085	28.11.2013	Iron Mountain Australia Pty Ltd	Records Management - Retrieval and Storage of Building Services Records October 2013	1,479.77
EFT25086	28.11.2013	Identity Security Pty Ltd	KTA Airport - VIC Issuing System Renewal October 2013	3,905.00
EFT25087	28.11.2013	Imani Development Austral Pty Ltd	Structure Planning - Commercial Property Analysis	14,000.00

Chq/EFT	Date	Name	Description	Amount
EFT25088	28.11.2013	Innovent Solutions	KLP - Dancedeck Dance Floor	19,962.80
EFT25089	28.11.2013	Intouch Public Relations	Perth Royal Show 2013 - Delivery and Implementation Stage 2	25,663.61
EFT25090	28.11.2013	James Bennett Pty Limited	KTA Library - New Resources	802.18
EFT25091	28.11.2013	M Jordan	Reimbursement - Meal Allowance NW Health Conference 07/11/13	185.10
EFT25092	28.11.2013	Karratha Smash Repairs	Vehicle - Panel Repairs, Windscreen, Insurance Excess	3,401.83
EFT25093	28.11.2013	Keyspot Services	Name Plates for Councillors	271.00
EFT25094	28.11.2013	Karratha Veterinary Hospital	Dog Health Program - Desexing 30/10/13	1,820.85
EFT25095	28.11.2013	Karratha Auto Electrics	Vehicle Repairs	1,216.93
EFT25096	28.11.2013	Karratha Country Club Inc	KTA Bowling Green - Water Usage October 2013	762.42
EFT25097	28.11.2013	Karratha Flying Services Pty Ltd	Rural Management Challenge - Charter Flight Karratha to Broome Return 08/10/13 and 09/10/13	11,550.00
EFT25098	28.11.2013	Kott Gunning	Legal Advice	737.06
EFT25099	28.11.2013	Komatsu Australia Pty Ltd	Stock For Repairs	3,220.54
EFT25100	28.11.2013	Karratha Basketball Association	Sports Funding Scheme - Grant Referee Shirts	550.00
EFT25101	28.11.2013	Kinetic Health Group Pty Ltd	HR - Twinrix Vaccinations and Hearing Tests	1,174.25
EFT25102	28.11.2013	Karratha Newsagency - Admin Office Account	Newspapers & Magazines	58.75
EFT25103	28.11.2013	C King	Reimbursement - Meal Allowance NW Health Conference 07/11/13	514.00
EFT25104	28.11.2013	Karratha Mechanical Services	Vehicle Repairs	374.09
EFT25105	28.11.2013	Karratha Tilt Tray And Towing	Vehicle Towing / Disposal	953.70
EFT25106	28.11.2013	Karratha Automotive Group	Parts - Steering Rack / Air Filter	1,160.58
EFT25107	28.11.2013	Karratha Village	Youth Shed - Accommodation Skate Workshops 02/10/13 - 03/10/13	1,485.00
EFT25108	28.11.2013	Lyons & Peirce	KTA Airport - Repairs to the KTA Airport Fire Main	8,489.60
EFT25109	28.11.2013	Landgate	Cancelled Cheque	0.00
EFT25110	28.11.2013	Lion Hire Pty Ltd	Drainage Maintenance - Mini Excavator Hire 28/10/13 to 30/10/13	4,144.94
EFT25111	28.11.2013	Landgate	Rates - Schedules	1,295.12
EFT25112	28.11.2013	Links Modular Solutions	KLP - Double Sided Encapsulated Printed Key Tags	1,870.00
EFT25113	28.11.2013	J Lanza	Reimbursement for Groceries for Managers Meeting 11/11/13	30.50
EFT25114	28.11.2013	Label Image	IT - Direct Thermal Printer with Power Supply	1,248.50
EFT25115	28.11.2013	Macdonald Johnston Engineering	Parts - Camera	2,323.68
EFT25116	28.11.2013	Modern Teaching Aids Pty Ltd	Dampier Library - Resources (Children's Puzzles)	236.01
EFT25117	28.11.2013	Momar Australia	Workshop - Ammo Parts Cleaner	3,608.77
EFT25118	28.11.2013	iSentia Pty Limited (Media Monitors Australia Pty Ltd)	Public Affairs - Media Monitoring November 2013	1,614.22
EFT25119	28.11.2013	Miracle Recreation Equipment	Sam's Island - 3 x Aluminium Picnic Tables	3,630.00
EFT25120	28.11.2013	L Myburgh	Reimbursement for Meal Allowance, Mosquito Management Course	276.70
EFT25121	28.11.2013	Mobile Concreting Solutions	KTA Cemetery - Sand Delivery	1,886.50
EFT25122	28.11.2013	Monnif Pty Ltd T/a Montys Plant Hire	Dampier Pipeline - Loader Hire 07/10/13 to 10/10/13	1,430.00
EFT25123	28.11.2013	Millars Well CSSU	Grant - Drinking Fountains	2,200.00
EFT25124	28.11.2013	L McAdam	Reimbursement - Meal Allowance WAFIC Perth Conference 04/10/13	246.56
EFT25125	28.11.2013	Redwave Media Ltd	KCCIW Announcements (To Be Reimbursed By Landcorp) October 2013	6,985.00

Chq/EFT	Date	Name	Description	Amount
EFT25126	28.11.2013	North West Tree Services	KLP - Supply & Spread of Mulch for Drainage Areas, RAC - Garden Maintenance, 8 Peirl Way - Tree Pruning,	11,834.00
EFT25127	28.11.2013	Ngarluma Aboriginal Corporation	Aboriginal Heritage Survey - Wickham Pony Track Report	6,940.92
EFT25128	28.11.2013	Neverfail Springwater Pty Ltd - HR Office Account	15L Bottle Refills	388.75
EFT25129	28.11.2013	Northstar Asset Trust T/a Jaffa Room	NAIDOC 2013 - Screening Fee for Bran Nue Dae 07/07/13	412.50
EFT25130	28.11.2013	NYFL Ltd	Major Litter Clean Up - Street Cleaning Roebourne Aug, Sep & Oct 2013	13,266.00
EFT25131	28.11.2013	Neverfail Springwater Pty Ltd - 7 Mile Waste Account	15L Bottle Refills	582.50
EFT25132	28.11.2013	Orica Australia Pty Ltd	Stock - Isocyanuric Acid	247.50
EFT25133	28.11.2013	Onsite Rental Group	Light the Night Festival 2013 - Lights and Generators Hire 21/10/13	4,262.50
EFT25134	28.11.2013	Onslow Bus & Taxis Pty Ltd	Kta Airport - Courier Pick Up Of Stencils To Go To Onslow Airport	69.38
EFT25135	28.11.2013	Pilbara Glass	KLP - Replacement of Broken Mirror	731.92
EFT25136	28.11.2013	Pilbara Distributors	RAC - Kiosk Stock	1,433.34
EFT25137	28.11.2013	Pilbara Motor Group	KLP - Winch, Air Filter Stock, Puncture Repair Kit	1,895.07
EFT25138	28.11.2013	The Paper Company Of Australia Pty Ltd	Stock - A4 Paper	1,856.25
EFT25139	28.11.2013	Pilbara Institute	Amphitheatre Venue - Hire Fees for Films September 2013 & Course Registrations	4,370.00
EFT25140	28.11.2013	BRL Building Company	Tambrey Pavilion - Structural Audit Report, Millars Well Daycare - Replace Door, 11 Frinderstein - Install Shed Door, Wickham Library - Repair Damaged Door, 598 Melak - General Repairs, Roe Old Shire Offices - Maintenance & Repairs	16,332.91
EFT25141	28.11.2013	Carpet Hotline Commercial	KLP - Supply and Install Carpet Tiles to the Crèche Entrance	3,828.00
EFT25142	28.11.2013	Pilbara Water & Gas	KTA SES - Domestic LPG Cylinder	145.00
EFT25143	28.11.2013	Pilbara Newspapers Pty Ltd (Pilbara Echo)	Advertising	5,673.33
EFT25144	28.11.2013	P&G Body Builders	Supply Remotes For Tarp System	601.70
EFT25145	28.11.2013	Powervac Pty Ltd	Stock - Vacuum Cleaner Bags	132.00
EFT25146	28.11.2013	Pilbara Community Legal Service	Grant Reference CC/03/OCT/2013 - To Host A Service Providers Market As Part Of White Ribbon Day	1,100.00
EFT25147	28.11.2013	Poolwerx Karratha	38 Lewis Drive - Pool Service October 2013	150.00
EFT25148	28.11.2013	Successful Projects	Corporate - MS Project Training	13,368.40
EFT25149	28.11.2013	Polytechnic West	HR - Enrolment and Book Fees B. Van Le 16/09/13 to 05/10/13	319.43
EFT25150	28.11.2013	A Pollerd	Reimbursement - Meal Expenses at Planning Conference 18/09/13 to 22/09/13	67.95
EFT25151	28.11.2013	Platform Communications	REAF 2013 - 3rd Payment for Marketing & Communications Contract	34,930.50
EFT25152	28.11.2013	Perth Safety Products	Traffic and Street Signs	1,879.90
EFT25153	28.11.2013	Print Sync Norwest Business Solutions	Photocopier Charges	648.73
EFT25154	28.11.2013	Pavement Management Services Pty Ltd	Design and Investigations - FWD Testing on Roads Within the LIA	12,760.00
EFT25155	28.11.2013	Pilbara Traffic Management Pty Ltd	REAF 2013 - Traffic Management 21/09/13	990.00
EFT25156	28.11.2013	Repco Auto Parts	Parts - Tyre Inflator	119.90
EFT25157	28.11.2013	Roy Galvin & Co Pty Ltd	Plumbing Materials	75.09
EFT25158	28.11.2013	Roebourne Dingo Hire	Bulgarra Oval - Removal Of Rubbish	1,980.00
EFT25159	28.11.2013	Regional Development Australia	Youth Shed - Cultural Awareness Training 15/10/13	105.00
EFT25160	28.11.2013	Revolution Truck And Trailer Parts	Parts - Springs	14.65
EFT25161	28.11.2013	Amcap (Formerly Skipper Truck Parts)	Stock - Filter Air Dryer	84.48

Chq/EFT	Date	Name	Description	Amount
EFT25162	28.11.2013	Statewide Bearings	Parts for Repairs	220.45
EFT25163	28.11.2013	Seek Limited	HR - Seek Job Advertisement Pack 29/10/13	4,114.00
EFT25164	28.11.2013	Sylvania Lighting Australasia Pty Ltd	Stock - Maxi Visor	64.90
EFT25165	28.11.2013	SPP Group Pty Ltd (Steve Paul & Partners)	KTA Airport - Site Inspections and Review of Hydraulics Upgrade	3,437.50
EFT25166	28.11.2013	Shelf Cleaning Services Pty Ltd	13 Gecko Circle - Vacate Carpet Clean	424.00
EFT25167	28.11.2013	T Stewart	Reimbursement for Meals for Training Plant and Vehicle Management	183.35
EFT25168	28.11.2013	G Shoemark	Reimbursement - Utilities	194.15
EFT25169	28.11.2013	Slimline Warehouse Display Shop	KLP - Advertising Stands and Poster Holders	2,916.10
EFT25170	28.11.2013	Seatadvisor Pty Ltd	Moonrise Cinema - October 2013 Tickets Sales	756.80
EFT25171	28.11.2013	Securepay Pty Ltd	Moonrise Cinema - Transaction Fees, October 2013	41.09
EFT25172	28.11.2013	S Sparks	Reimbursement - Rural Management Challenge Meal Allowance	20.00
EFT25173	28.11.2013	Jeffery Donald & Ingrid Lee Smith	Rates Refund - A40141	2,722.55
EFT25174	28.11.2013	Telford Industries	Stock - Accu-Tab/Chem-Clor	2,398.00
EFT25175	28.11.2013	Tradelink Plumbing Supplies	Plumbing Materials	1,427.57
EFT25176	28.11.2013	Think Security	Roebourne Library - Repair Alarm System	550.00
EFT25177	28.11.2013	T-Quip	Stock	52.60
EFT25178	28.11.2013	Schneider Electric Buildings Aust. Pty Ltd	KTA Main Admin & Kta Airport - Maintenance October 2013	15,471.50
EFT25179	28.11.2013	Total Electrical Communication Services	Low Voltage Power Upgrade - Rectification of Car Park Lighting & Kta Airport Workshop - Install Gpo's To Main Distribution Board	23,762.68
EFT25180	28.11.2013	20th Century Fox Film Distributors Pty Ltd	Walkington Theatre - Screening Fee	347.60
EFT25181	28.11.2013	P Trestrail	Reimbursement - Utilities	405.29
EFT25182	28.11.2013	Tru Blu Hire Australia Pty Ltd	Dampier Pipeline - Excavator and Trailer Hire	1,479.61
EFT25183	28.11.2013	Thinc Projects Australia Pty Ltd	KEC Demolition - Proposal Stage 3	7,865.00
EFT25184	28.11.2013	3 Degrees Marketing Pty Ltd	Arts & Culture Business Plan - Document Formatting and Design	528.00
EFT25185	28.11.2013	TenderLink.com	IT - Tender Upload to Implement Microsoft Sharepoint Intranet Solution 24/10/13	330.00
EFT25186	28.11.2013	Talis Consultants Pty Ltd T/a Talis Unit Trust	7 Mile Waste - EOI Evaluation and Reporting	10,615.00
EFT25187	28.11.2013	TCS Pilbara Pty Ltd	Building Plan Assessment - Leave Cover 10/10/13 to 30/10/13	5,973.00
EFT25188	28.11.2013	Urbis Pty Ltd	Social Impact Assessment - Consultancy Services Local Planning Policies	10,309.19
EFT25189	28.11.2013	Karratha Timber & Building Supplies (formerly Versatile)	Maintenance Materials	5,551.75
EFT25190	28.11.2013	B. Van Le	Reimbursement - Meals TAFE Training 15/09/13 to 04/10/13	579.20
EFT25191	28.11.2013	Westrac Equipment Pty Ltd	Parts for Repairs	1,106.89
EFT25192	28.11.2013	Wren Oil	Wickham Transfer Stn - Waste Collection 31/10/13 - Disposal	290.40
EFT25193	28.11.2013	Beverley White Catering	Community Sports Awards Catering 15/11/13	3,050.00
EFT25194	28.11.2013	A Ward	Reimbursement Utilities	106.00
EFT25195	28.11.2013	WT Design Studio	Apex Park - Create Concept Sketches for Up Grade	924.00
EFT25196	28.11.2013	Yakka Pty Ltd	Uniforms	5,971.95
EFT25197	28.11.2013	West-Sure Group	KTA Airport - Security and Cash Collection Transit Services October 2013	58,788.81
EFT25198	28.11.2013	QED Systems Ltd	Community Bus - Additional Timetable Holders	680.00
EFT25199	28.11.2013	K Nugent	Travel Assistance Trust Withdrawal - November 2013	1,000.00
EFT25200	28.11.2013	Delstrat Pty Ltd	Refund - Verge Bond	3,000.00

Chq/EFT	Date	Name	Description	Amount
EFT25201	28.11.2013	Raymond Simpson t/as West Coast Outback Pty Ltd	Refund - Performance Bond Planning File P2210	11,228.95
EFT25202	28.11.2013	S Shields	Refund - Rental Security Bond 23 Rodgers Way	175.20
76116	31.07.2013	C Adams	Cancelled Cheque	-356.94
76153	07.08.2013	Raiders Boxing Club	Cancelled Cheque	-1,000.00
76246	13.09.13	Hiroshi Ashlin	Cancelled Cheque	-2,102.50
76408	29.10.2013	GESB	Cancelled Cheque	-246.82
76426	05.11.2013	McLeods & Co Barristers And Solicitors	Legal Advice	1,257.87
76427	06.11.2013	Telstra Corporation Ltd	Cancelled Cheque	0.00
76428	06.11.2013	Water Corporation	Cancelled Cheque	0.00
76429	06.11.2013	Telstra Corporation Ltd	Phone Charges	780.47
76430	06.11.2013	Horizon Power	Electricity Charges	462.29
76431	06.11.2013	Water Corporation	Water Charges	12,220.55
76432	06.11.2013	Telstra Corporation Ltd	Boundary Nickol Road - Damage to Telstra Property	125.95
76433	06.11.2013	Norwest Craft Supplies	KLP - Craft Supplies	66.90
76434	06.11.2013	Roebourne Clontarf Academy	Bucks for Bags - Litter Clean Up 09/09/13	156.00
76435	06.11.2013	United Party Hire	REAF 2013 - Marquee and Umbrella Hire 05/09/13 to 22/09/13	4,831.20
76436	07.11.2013	Shire Of Roebourne	Muni Investment - NAB Term Deposit 3 Months @ 3.75%	7,000,000.00
76437	08.11.2013	Shire Of Roebourne	Petty Cash	1,202.05
76438	11.11.2013	Fines Enforcement Registry (Dept Of Attorney General)	Fines Enforcement Lodgement	731.00
76439	11.11.2013	Shire Of Roebourne	Payroll deductions	1,388.46
76440	12.11.2013	Telstra Corporation Ltd	Phone Charges	12,105.99
76441	14.11.2013	Cadds Group Pty Ltd	Rates Refund - A90003	1,300.00
76442	14.11.2013	Nicholas Horace Walter Kilsby	Rates Refund - A77959	1,409.44
76443	14.11.2013	Daniel John Murphy	Rates Refund - A78527	232.00
76444	14.11.2013	Katherine Mara Staines	Rates Refund - A28355	1,008.98
76445	18.11.2013	Coles Group Limited	Cancelled Cheque	0.00
76446	18.11.2013	Coles Group Limited	Christmas Gift Cards for Staff	16,214.85
76447	18.11.2013	Telstra Corporation Ltd	Phone Charges	12,698.51
76448	18.11.2013	Horizon Power	Electricity Charges	208,398.63
76449	18.11.2013	Water Corporation	Cancelled Cheque	0.00
76450	18.11.2013	Water Corporation	Cancelled Cheque	0.00
76451	18.11.2013	Water Corporation	Water Charges	11,995.93
76452	18.11.2013	Water Corporation	Cancelled Cheque	0.00
76453	19.11.2013	Shire Of Roebourne	Reserve Investment - Bankwest Term Deposit 2 Months @ 3.75%	30,000,000.00
76454	19.11.2013	Bellsun Pty Ltd	Cancelled Cheque	0.00
76455	19.11.2013	Dept Of Planning & Infrastructure - Plates	SoR Licence Plates	360.00
76456	19.11.2013	J D & I L Smith	Cancelled Cheque	0.00
76457	22.11.2013	Shire Of Roebourne	Payroll deductions	1,388.46
76458	22.11.2013	Australian Services Union (ASU/MEU Div.)	Payroll deductions	733.20
76459	22.11.2013	Lgrceu	Payroll deductions	97.00
76460	27.11.2013	Telstra Corporation Ltd	Phone Charges	3,202.89
76461	27.11.2013	Horizon Power	Electricity Charges	3,663.43
76462	27.11.2013	Water Corporation	Water Charges	2,950.36
76463	27.11.2013	Karratha Adventure Sports	KLP - Basketballs	189.55
76464	27.11.2013	Scott Cycles	Community Safety - 150 x Combo Key Locks	4,500.00
76465	27.11.2013	Vodafone Hutchison Australia Pty Limited	SES Messaging Service - 26/10/13 to 25/11/13	172.96
76466	27.11.2013	Vanessa Nylsalie & Alexander BARRABLE	Rates Refund - A15304	592.00
76467	27.11.2013	Naomi Jane & Justin Andrew Davey	Rates Refund - A23729	1,097.77

Chq/EFT	Date	Name	Description	Amount
76468	28.11.2013	McLeods & Co Barristers And Solicitors	Legal Advice	483.43
76469	28.11.2013	Landgate	Registration of KVC's Lease and L1C Form	160.00
76470	28.11.2013	Justine Passmore	Refund for Incorrect Amount Entered at Point of Sale	9.00
76471	28.11.2013	Darrel Rose	Refund - Dog Registration 1600160	42.50
76472	28.11.2013	United Party Hire	Cossack Family Day 2013 - Hire of Equipment	5,219.50
76473	28.11.2013	Vinidex Tubemakers Pty Limited	Dampier Pipeline - Materials and Freight	3,432.00
DD19183.1	10.10.2013	Westpac Corporate Credit Cards	Corporate Credit Cards	71,413.08
Creditors Total (a, b, c, d & e):				42,041,185.49

	29.10.2013	Shire of Roebourne	Wages	3,144.08
	07.11.2013	Shire of Roebourne	Payroll F/E 06.11.2013	751,527.55
	21.11.2013	Shire of Roebourne	Payroll F/E 20.11.2013	735,343.74
Payroll Total (f):				1,490,015.37

Total Payments:

43,531,200.86

9.3 REVIEW OF PROCUREMENT POLICIES

File No:	GR.3
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Manager Governance and Organisational Strategy
Date of Report:	26 November 2013
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	1. CF-6 Purchasing Policy 2. CF-5 Regional Price Preference Policy 3. CE-13 Tender Evaluation Criteria Policy 4. NEW Delegation inviting Expressions of Interest and Determining Evaluation Criteria

PURPOSE

To consider amendments to the Purchasing Policy, Regional Price Preference Policy and the Tender Evaluation Criteria Policy.

BACKGROUND

Council is required by legislation to have a purchasing policy and if appropriate a regional price preference policy dictating the terms and conditions related to the acquisition of any goods or services.

CF-6 Purchasing Policy

The Purchasing Policy was last reviewed in October 2009 and whilst many of the clauses are still relevant there has been considerable revision in terms of removing former procedural matters and emphasising strategic elements of the policy to ensure compliance and awareness of legislative provisions.

Key elements of the policy include the principles of:

- (i) Ethical behaviour in conducting competitive purchasing activities;
- (ii) Value for money purchases based on varying criteria;
- (iii) Effective and efficient procurement methods that promote high levels of confidence and integrity in the systems used;
- (iv) Sustainable procurement;
- (v) Supporting local industry (emphasised through the Regional Price Preference Policy);
- (vi) Thresholds that determine different purchasing methods to apply;
- (vii) Authorisation of expenditure controls;
- (viii) Testing the market periodically to ensure no complacency in habitual purchases;
- (ix) Health and Safety implications of products and services acquired;
- (x) Regulatory compliance including the exceptions to the rule and anti avoidance provisions;
- (xi) Records management implications to ensure an audit trail is evident with the procurement of goods and/or services.

The amended policy meets all of Council's legal obligations.

CF-5 Regional Price Preference Policy

The Regional Price Preference Policy, which supports the opportunity for local businesses to receive advantageous price consideration over businesses located outside of the district or region, was last reviewed in October 2007. This policy is intended to encourage local employment and business activity in the community and to keep money within the local community. Whilst the initiative is sound, is not the intent of this policy to disregard external offers that offer better value for money.

Key elements of this policy include:

- (i) defining a regional supplier as being a person (or business) operating within the confines of the Shire of Roebourne;
- (ii) the regional supplier must have been established within the Shire of Roebourne for a period not less than 6 months of continuous activity and have a permanent local point of presence;
- (iii) the majority of all goods and services are to be supplied from regional sources;
- (iv) the application of this policy shall be for tender arrangements only;
- (v) scope for the Shire to consider regional providers submissions as if the price bids were reduced by:
 - (a) up to 10% to a maximum of \$50,000 for goods or services; or
 - (b) up to 5% to a maximum of \$50,000 for building or construction projects; or
 - (c) up to 10% to a maximum \$500,000 for services previously undertaken by the local government that are now being outsourced.
- (vi) price remains only one factor that is to be assessed by the Shire and assessment is still required to ensure the most advantageous tender is accepted.

The amended policy meets all of Council's legal obligations.

Tender Evaluation Criteria Policy

This policy was introduced in May 2013 to enable the CEO the ability to expedite tender management processes where through existing delegations the CEO had the ability to determine appropriate tender evaluation criteria prior to tenders being invited.

Since the policy has been introduced there have been a number of subtle changes required to overcome the re-write of the Delegation and Authorisations Register and concerns with the terminology and weighting used where services are offered in the evaluation model.

Delegation – Inviting Expressions of Interest and Determining Evaluation Criteria

This delegation is similar to that provided to the CEO regarding tenders. As tenders and expressions of interest (EOI) are similar in nature, there is no delegation specifically for proceeding with EOIs by determining evaluation criteria and then inviting EOIs in accordance with Regulation 21 of the *Local Government (Functions and General) Regulations 1996*.

Key elements of this delegation include:

- (i) CEO to have authority to invite expressions of interest up to the value of \$1M; and
- (ii) CEO to have authority to determine appropriate EOI evaluation criteria before inviting EOIs.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Workshops have been conducted to gain input from staff impacted by these policies.

COMMUNITY CONSULTATION

Community consultation is to occur following the Council resolution in accordance with Regulation 24E of the *Local Government (Function and General) Regulations 1996* whereby the regional price preference policy is to be advertised for a period of 4 weeks.

STATUTORY IMPLICATIONS

Part 4 of the *Local Government (Function and General) Regulations 1996* makes provision regarding purchasing policies, tenders and regional price preference.

Regulation 24D (1) provides that: *'a preference may be given to a regional tenderer by assessing the tender from that regional tenderer as if the price bids were reduced by -*

- (a) up to 10% — where the contract is for goods or services, up to a maximum price reduction of \$50 000; or*
- (b) up to 5% — where the contract is for construction (building) services, up to a maximum price reduction of \$50 000; or*
- (c) up to 10% — where the contract is for goods or services (including construction (building) services), up to a maximum price reduction of \$500 000, if the local government is seeking tenders for the provision of those goods or services for the first time, due to those goods or services having been, until then, undertaken by the local government.'*

POLICY IMPLICATIONS

Policy CF-5 Regional Price Preference Policy, CF-6 Purchasing Policy and CE-13 Tender Evaluation Criteria are under review.

FINANCIAL IMPLICATIONS

There are no financial implications.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

- Our Program: 4.c.2.3 Develop and/or review Council policies, procedures and processes.
- Our Services: 4.c.2.3.3 Review procurement function across the organisation.

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be medium to the Shire in terms of Financial, Service Interruption, Reputation and Compliance.

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 for policies and Absolute Majority for the delegation.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

1. That Council by SIMPLE Majority pursuant to Part 4 of the Local Government (Functions and General) Regulations 1996 RESOLVES to:

a) APPROVE Policy CF-6 – Purchasing Policy with the following amendments:

_____ ; and

b) APPROVE Policy CE-13 – Tender Evaluation Criteria Policy with the following amendments:

_____ ; and

c) INVITE public submissions regarding Policy CF-5 – Regional Price Preference Policy for the minimum statutory time period of 4 weeks prior to a further report being submitted to the February 2014 Council meeting.

2. That Council by ABSOLUTE Majority pursuant to Section 5.42 of the *Local Government Act 1995* RESOLVES to APPROVE Delegation to the CEO – Inviting Expressions of Interest and Determining Evaluation Criteria up to the value of \$1M and in accordance with Policy CE-13 – Tender Evaluation Criteria.

Option 3

That Council by SIMPLE Majority pursuant to Part 4 of the *Local Government (Functions and General) Regulations 1996* and Section 5.42 of the *Local Government Act 1995* RESOLVES to:

1. NOT AMEND Policies CF-5 Regional Price Preference Policy, CF-6 Purchasing Policy or CE-13 Tender Evaluation Criteria Policy; and

2. NOT ACCEPT the Delegation to the CEO – Inviting Expressions of Interest and Determining Evaluation Criteria up to the value of \$1M and in accordance with Policy CE-13 – Tender Evaluation Criteria.

CONCLUSION

The policies that are the subject of this report have been reviewed to reflect current operations in line also with contemporary legislative practices. The changes as reflected in the officer’s recommendation are intended to ensure greater accountability and integrity in the Shire’s procurement processes. The proposed delegation tidies up some of the procurement procedures that would otherwise need to come to Council for deliberation before an EOI can be invited.

OFFICER'S RECOMMENDATION

1. That Council by **SIMPLE** Majority pursuant to Part 4 of the *Local Government (Functions and General) Regulations 1996* **RESOLVES** to:
 - a) **APPROVE** Policy CF-6 – Purchasing Policy as amended;
 - b) **APPROVE** Policy CE-13 – Tender Evaluation Criteria Policy as amended;
 - c) **INVITE** public submissions regarding Policy CF-5 – Regional Price Preference Policy for the minimum statutory time period of 4 weeks prior to a further report being submitted to the February 2014 Council meeting.
2. That Council by **ABSOLUTE** Majority pursuant to Section 5.42 of the *Local Government Act 1995* **RESOLVES** to **APPROVE** Delegation to the CEO – Inviting Expressions of Interest and Determining Evaluation Criteria up to the value of \$1M and in accordance with Policy CE-13 – Tender Evaluation Criteria.

9.4 RATES OBJECTION – ERAMURRA VILLAGE

File No:	RV.10
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Director Corporate Services
Date of Report:	4 December 2013
Applicant/Proponent:	Pastoral Management Pty Ltd
Disclosure of Interest:	Nil
Attachment(s)	Correspondence from PMPL dated 5 September 2013

PURPOSE

To consider an objection to the rate record received from Pastoral Management Pty Ltd (PMPL).

BACKGROUND

Following Ministerial approval of Council's application to change the basis of rating Eramurra Village from Unimproved Value (UV) to Gross Rental Value (GRV) with effect from 1 July 2013, a rate notice (Assessment A90216) was issued to PMPL applying the Transient Workforce Accommodation (TWA) differential rate to the GRV for this property. As a consequence, PMPL has advised, by the attached correspondence dated 5 September 2013, that it objects to the rate record for the relevant land pursuant to 6.76(1)(b) of the *Local Government Act 1995* based on the following:

1. The record erroneously designates all or part of the Mardie Pastoral Lease within the transient workforce accommodation differential rating category;
2. The construction and operation of a TWA is not authorised under the Mardie Pastoral Lease (or its conditions);
3. Levying rates on PMPL as holder of a pastoral lease on the basis of GRV is inconsistent with Council's decision at the March 2013 OCM to apply UV rating to pastoral activities.

On the basis of the above, PMPL has requested that the Shire amend the rate record to reflect that the only activities permitted on the relevant land are pastoral activities, which has been rated separately under Assessment A5173. Notwithstanding this, PMPL has confirmed that the construction and operation of a TWA on the relevant land is undertaken pursuant to rights that accrue under General Purpose Lease G08/75 held by PMPL under the *Mining Act 1978*. The land to which G08/75 applies has been rated under Assessment A88151.

In addition, PMPL has submitted that to avoid 'double-dipping' that part of the land to which the pastoral lease applies should be rated only in accordance with Assessment A5173 and that part to which the general purpose lease applies should be rated only in accordance with Assessment A88151.

Having reviewed the objection of PMPL and sought clarification from PMPL the following is noted:

1. The rate applicable to Assessment A90216 is based on the characteristics of the land not the lease or conditions contained therein;
2. The land is part Lot 263 as shown in Deposited Plan 220164;
3. The relevant part of Lot 263 is characterised by the existence of the Eramurra Village TWA;
4. The UV (Pastoral) rate and UV (Mining) rate apply to other parts of Lot 263; and
5. Section 6.27 of the *Local Government Act 1995* provides for multiple rating.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

No community consultation is required, however the Director Corporate Services and Manager Financial Services/CFO met with representatives of PMPL to discuss the objection. Following the meeting, a request for further information was sent to PMPL.

STATUTORY IMPLICATIONS

Section 6.76(1)(b) of the *Local Government Act 1995* provides that, if the local government imposes a differential general rate, a person may object to the rate record on the ground that the characteristics of the land recorded in the rate record as the basis for imposing that rate should be deleted and other characteristics substituted.

Subsections 5-6 provide that the local government is to promptly consider any objection and may either disallow it or allow it, wholly or in part, and after making a decision on the objection the local government is to promptly serve upon the person by whom the objection was made written notice of its decision on the objection and a statement of its reason for that decision.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Based on the application of the TWA rate in the \$ of 0.110892 to the GRV of \$12,008,880 the assessed rate for Eramurra Village (Assessment A90216) is \$1,331,688.72. The assessed rate for A5173 is \$21,886.52 and A88151 is \$5,041.10.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	4.d.1.1	Maximise opportunities for long term financial sustainability and equitable rating structure.
Our Services:	4.d.1.1.1	Monitor and maintain rates property database.

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be High to the Shire in terms of Financial and Service Interruption.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

All TWAs in the Shire are rated based on GRV with the exception of Birra Birra and Kangaroo Hill, which are subject to the provisions of State Agreement Acts.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 6.76 of the *Local Government Act 1995* RESOLVES to allow the objection of Pastoral Management Pty Ltd.

CONCLUSION

Ministerial approval was granted to Council to change the basis of rating Eramurra Village from Unimproved Value (UV) to Gross Rental Value (GRV) with effect from 1 July 2013. Although the *Local Government Act 1995* provides that a person may object to the rate record on the ground that the characteristics of the land recorded in the rate record as the basis for imposing that rate should be deleted and other characteristics substituted, the characteristics of the land to which the objection by PMPL relates are correctly recorded as Transient Workforce Accommodation.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 6.76 of the *Local Government Act 1995* RESOLVES to disallow the objection of Pastoral Management Pty Ltd.

9.5 PILBARA UNDERGROUND POWER PROJECT (PUPP)

File No:	EN.9
Responsible Executive Officer:	Director Corporate Services
Reporting Author:	Director Corporate Services
Date of Report:	5 December 2013
Applicant/Proponent:	Horizon Power
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To provide an update on the Pilbara Underground Power Project (PUPP) and seek approval of Council's financial contribution to the project and the assumptions for the billing model.

BACKGROUND

The project affects approximately 7,000 properties across Karratha (including the CBD and LIA) and Roebourne (covering the main street and LIA). Karratha site works commenced in October 2010 and as at 9 November 2013, 31% of lots in Karratha have been connected and energised, and 44% of the Karratha scope had been completed.

Council resolved on 16 August 2010 to commit to participate in the PUPP and provide a 25% financial contribution sourced by way of a service charge levied on ratepayers. Based on early cost estimates for the project Council's contribution was capped at \$21M, however since commencement of the project a number of factors have resulted in increases in the cost estimate for the project, including:

- changes in the project scope;
- increase in the project duration affecting cost escalation;
- demobilisation of original contractor;
- increased staffing;
- excavation costs;
- dismantling costs;
- project overheads; and
- contingencies.

Horizon Power has provided an updated cost estimate for the Shire of Roebourne PUPP works of \$138,182,415. Horizon Power has sought additional Royalties for Regions funding and has requested that Council adjust the Shire contribution in line with the revised cost estimate (i.e. \$34,545,604). Given the progress of works to date, Horizon Power has expressed confidence in the revised estimates, and the revised estimates have been the subject of independent review by Sinclair Knight Merz, the Pilbara Development Commission and Council officers. Horizon Power has advised that the additional Shire contribution will be required if the project is to be completed.

At the OCM held on 19 September 2011, Council adopted a billing model, developed by Alliance Power & Data, for the determination of the service charge. The model is based on the kVA load for each connection. The model consists of three charges:

1. High Voltage (HV) Network Charge – contribution to the HV network upgrade.
2. Low Voltage (LV) Network Charge – contribution to the cost of installing new underground power in the street including infrastructure such as transformers, switch gear, street lighting, etc.
3. Connection Charge – contribution to the connection of power from the meter board to the service pillar located at the front of the property.

The billing model has been reviewed in light of the revised estimates and is considered appropriate based on the following assumptions:

1. The total Shire contribution plus a contingency (for administration, rebates and concessions) is to be allocated based on actual cost forecasts for HV works (23%), LV works (63%) and consumer mains (14%).
2. All properties (including Shire owned properties) will attract a service charge.
3. Properties with underground power not provided as part of PUPP will only pay a HV charge.
4. Vacant lots will not pay a connection charge.
5. The HV charge per kVA will be based on the total HV costs divided by the total kVA load of the connections to which the HV charge applies (essentially all connections).
6. The LV charge per kVA will be based on the total LV costs divided by the total kVA load of the connections to which the LV charge applies (all properties undergrounded as part of PUPP).
7. The connection charge will be based on the total connection costs divided by the total number of connections (all properties undergrounded as part of PUPP) with the exception of premises directly connected to the HV Network which will be based on full cost recovery.
8. A normal residential household kVA load is 10kVA, however higher density dwellings (those that share a common wall) such as duplexes, units and apartments are 7.5kVA.
9. Pensioner rebates will be available in accordance with the *Rates and Charges (Rebates and Deferments) Act 1992*.
10. Instalment options will be available over four years, subject to the same conditions that apply to rates instalments.

Applying these assumptions the service charge for a typical residential property would be calculated as follows:

HV Charge		LV Charge		Connection Charge
\$/kVA x 10kVA	+	\$/kVA x 10kVA	+	\$per connection

Despite the increased estimated cost of the project, work on the billing model indicates that the likely service charge for each connection has not changed significantly since the indicative calculations provided to Council in 2011. This reflects the number of new properties that have been constructed in that time, plus the inclusion of some significant properties not factored into the original billing model (e.g. Shire owned properties).

Although still under review and subject to change, data provided by Horizon Power suggests the following approximate kVA loads and connections applicable to each charge:

Charge	Cost Driver
High Voltage Charge	162,600 kVA
Low Voltage Charge	114,200 kVA
Connection Charge	4970 Connections

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Officers have been in regular discussions with representatives of Horizon Power regarding the project. Councillors have been updated on a regular basis through Agenda Briefing Sessions.

COMMUNITY CONSULTATION

Ratepayers in Karratha received a letter in October 2011 advising of the intended service charge based on the 25% contribution (capped at \$21M). Updates regarding the project have been provided in the local media and via direct mail outs undertaken by Horizon Power.

Further community consultation is to occur following finalisation of the billing model.

STATUTORY IMPLICATIONS

Section 6.38 of the *Local Government Act 1995* makes provision for a local government to levy a service charge to meet the costs of underground electricity.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Although most of the 25% contribution will be funded through a service charge, Council will be liable for a contribution in respect to Shire properties.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	1.e.2.1	Liaise with key stakeholders including LandCorp, government agencies and developers for support in strategic community projects.
Our Services:	1.e.2.1.1	Liaise with other agencies in delivery of strategic community projects.

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be Moderate to the Shire in terms of Financial, Service Interruption, Environment and Reputation.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council has previously resolved to reaffirm its commitment to a 25% financial contribution to the PUPP (capped at \$21M) sourced by way of a service charge.

The costs of underground power in the Town of Port Hedland are consistent with the revised estimates provided for the Shire of Roebourne PUPP works. Similar works in metropolitan areas have resulted in service charges more than double those expected as a result of the revised costs.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

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

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to REAFFIRM its commitment to the Pilbara Underground Power Project and a contribution of 25% up to a maximum of \$21M.

CONCLUSION

Since the commencement of the Pilbara Underground Power Project a number of factors have resulted in increases in the cost estimate for the project resulting in an increase in the value of a 25% Shire contribution from \$21M to \$34.55M. Without an increase in the capped amount of the Shire contribution, the project will not be completed and many of the benefits of underground power, including continuity of supply, reduced recovery times, improved safety and reliability, and improved streetscape appearance will not be realised for a significant part of the community. A review of the billing model adopted by Council indicates that the likely service charge for each connection will not be significantly different to the indicative calculations provided to Council in 2011 despite the increased estimated cost of the project.

OFFICER'S RECOMMENDATION

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

1. REAFFIRM its commitment to the Pilbara Underground Power Project;
2. CONTRIBUTE 25% of the total cost of the Shire of Roebourne PUPP works to a maximum of \$34.55M funded by a service charge, subject to confirmation of the State Government's 75% contribution and to the execution of a funding agreement between Horizon Power and the Shire;
3. AUTHORISE the Chief Executive Officer to execute the Funding Agreement between Horizon Power and the Shire; and
4. ENDORSE the following billing model assumptions, subject to consideration of the detail of the service charge as part of the adoption of the 2014/15 Budget:
 - a) The total Shire contribution plus a contingency (for administration, rebates and concessions) is to be allocated based on actual cost forecasts for HV works (23%), LV works (63%) and consumer mains (14%).
 - b) All properties (including Shire owned properties) will attract a service charge;
 - c) Properties with underground power not provided as part of PUPP will only pay a HV charge.
 - d) Vacant lots will not pay a connection charge.
 - e) The HV charge per kVA will be based on the total HV costs divided by the total kVA load of the connections to which the HV charge applies (essentially all connections).
 - f) The LV charge per kVA will be based on the total LV costs divided by the total kVA load of the connections to which the LV charge applies (all properties undergrounded as part of PUPP).
 - g) The connection charge will be based on the total connection costs divided by the total number of connections (all properties undergrounded as part of PUPP) with the exception of premises directly connected to the HV Network which will be based on full cost recovery.
 - h) A normal residential household kVA load is 10kVA, however higher density dwellings (those that share a common wall) such as duplexes, units and apartments are 7.5kVA.
 - i) Pensioner rebates will be available in accordance with the *Rates and Charges (Rebates and Deferrals) Act 1992*.
 - j) Instalment options will be available over four years, subject to the same conditions that apply to rates instalments.

10 COMMUNITY SERVICES

10.1 NOMINATIONS TO THE ROEBOURNE ADVISORY GROUP

File No:	CR.59
Responsible Executive Officer:	Director Community Services
Reporting Author:	Community Development Coordinator
Date of Report:	12 November 2013
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	1. Terms of Reference 2. Confidential – Nomination Forms

PURPOSE

To consider the five nominations received from Roebourne community members for the four available community positions on the Roebourne Advisory Group (RAG).

BACKGROUND

The aim of the Roebourne Advisory Group is to advise and provide recommendations to Council on a strategic direction for the community of Roebourne including advice on strategic projects, events and services that the Shire of Roebourne should prioritise for Roebourne.

Whilst the Committee has no formal powers as such, it is intended to act as the primary committee for advice relating to Roebourne matters. The committee will greatly assist in providing a local conduit and reference point for the Shire when planning for the delivery of facilities, services and programs for the Roebourne community.

In accordance with the terms of reference it is intended that committee members serve a two (2) year term concurrent with the local government election cycle and thus memberships has now lapsed and new appointments are required. As per the application forms, applicants have to be permanent residents of Roebourne.

Nominations were sought and closed on 8 November 2013. To facilitate interest, information was distributed directly to community organisations, local newspaper advertising and information was made available at the Shire Administration Office and the Roebourne Post Office.

As part of the nomination process interested persons were requested to provide a brief response and provide any supporting information to outline their skills, experience and ability to represent the views of the Roebourne community.

Nominations were received from Ruth Ellis, Michael Nikakis, Elizabeth Smith, Erica Prosser and Paul Costanzo. According to the Terms of Reference the representation consists of the Roebourne Ward Councillor, two (2) Shire Councillors as elected and four (4) community members. Ruth Ellis, Elizabeth Smith and Paul Costanzo have previously served as community members on the Roebourne Advisory Group. Nominations should be assessed

based on information received. A copy of all nominations received is provided as a confidential attachment.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of high significance in terms of social issues / economic issues /environmental issues /cultural & wellbeing issues /parties affected issues/Council's ability to perform its role. The role of the Roebourne Advisory Group is to advise and provide recommendations to Council on a strategic direction for the community of Roebourne including advice on strategic projects, events and services that the Shire of Roebourne should prioritise for Roebourne.

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

Public Notices were placed in local papers calling for nominations for the RAG. Information was distributed directly to community organisations, was supported with information being made available at the Shire Administration Office and the Roebourne Post Office.

STATUTORY IMPLICATIONS

Section 5.8 of the *Local Government Act 1995* states: *A Local Government may establish * Committees of 3 or more persons to assist the Council and to exercise the powers and discharge the duties of the Local Government that can be delegated to Committees. * By Absolute Majority.*

POLICY IMPLICATIONS

Policy CS-19 Annual Community Grant Schemes is impacted by this matter. The objective of this policy is to offer Community Associations based within the Shire of Roebourne financial assistance to coordinate high quality community programmes, events and services that provide a direct benefit to their associated community.

The Roebourne Advisory Group is responsible for the funds allocated to the Roebourne community through Policy CS-19.

FINANCIAL IMPLICATIONS

The Roebourne Advisory Group is responsible for the administration of the Annual Community Association Grant Schemes. Annual Community Associations Development Scheme (ACADS), \$100,000 and Ex-Gratia payments of \$125,000 (Birra Birra).

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	1.f.4.2	Provide support to local community group and local service providers for community engagement events, projects, programs and activities.
Our Services:	1.f.4.2.5	Continue to provide and support a range of celebratory community events and services.

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be high to the Shire in terms of Financial/Environment/Reputation/Compliance as the success of the Roebourne Advisory Group lies with the commitment of the nominated committee members. Failure to have quorum at the scheduled meetings will hamper the process of executing projects as identified in the Annual Community Association Grant Schemes applications and poses a high financial risk.

IMPACT ON CAPACITY

This Roebourne Advisory Group would involve significant input by the community development office to progress the recommendations made by the committee through preparation of monthly Council information reports and execution the Annual Community Association Grant Schemes and the necessary evaluations.

RELEVANT PRECEDENTS

As per resolution **15027** (15 March 2010) and **151959** (19 December 2011) the precedent has been set that the Roebourne Advisory Group will be instrumental in providing guidance to the Shire on a strategic direction for the community of Roebourne including advice on strategic projects, events and services that the Shire of Roebourne should prioritise for Roebourne.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 5.8 of the Local Government Act 1995 RESOLVES to:

1. APPOINT all community representatives to the Roebourne Advisory Group for a period of two years up to the Local Government elections in October 2015.
2. AMEND the Terms of Reference for membership from four community members to five community members.

Option 3

That Council by SIMPLE Majority pursuant to Section 5.8 of the Local Government Act 1995 RESOLVES to NOT APPOINT community representatives on the Roebourne Advisory Group.

CONCLUSION

The aim of the Roebourne Advisory Group is to advise and provide recommendations to Council on a strategic direction for the community of Roebourne including advice on strategic projects, events and services that the Shire of Roebourne should prioritise for Roebourne.

The Committee has no formal powers as such. It is intended to act as the primary committee for advice relating to Roebourne matters. The committee assists in providing a local conduit and reference point for the Shire when planning for the delivery of facilities, services and programs for the Roebourne community.

Five nominations have been received seeking representation on the Roebourne Advisory Group. The Terms of Reference states that there are four available positions for community membership on the Roebourne Advisory Group. With five nominations being received for the four available positions. The nominations should be assessed based on information received that outlines the skills, qualifications and experience of each nominee.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 5.8 of the *Local Government Act 1995* RESOLVES to APPOINT the following community members to the Roebourne Advisory Group for the term coinciding with the next Local Government Elections to be held in October 2015.

1. _____
2. _____
3. _____
4. _____

10.2 TENDER 15-13/14 – MANAGEMENT OF COSSACK HISTORICAL TOWN SITE

File No:	CM.145
Responsible Executive Officer:	Director Community Services
Reporting Author:	Recreation Facilities Coordinator - Eastern
Date of Report:	29 November 2013
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Confidential Evaluation Report

PURPOSE

To consider tenders received in response to Tender 15-13/14 – Management of Cossack Historical Town Site.

BACKGROUND

At the August 2013 Ordinary Meeting, Council resolved to call for tenders for the Management of the Cossack Historical Town Site (resolution number 152587).

Tenders for the Management of the Cossack Historical Town Site were advertised on Saturday 12 October 2013 and closed on Friday 22 November 2013. Tenders incorporated the following scope:

- Maintenance of all town site facilities, including historic buildings.
- Cleaning of town site amenities.
- Management of Cossack accommodation, inclusive of bookings and servicing of rooms.
- Assist in the promotion of Cossack and associated events held at Cossack.
- Tenderers will have access to the kiosk facilities on site and the operation of the kiosk will be at the tenderer's discretion.
- Additional considerations that "value added" to the historical town site.
- Term of three years and three months.

One tender was received from The Walcott Group by the closing date:

The Shire's two Visitor Centres were aware of the opportunity to participate in the Tender process (particularly given that a review is currently underway of the Visitor Centre management models), however no submissions were forthcoming.

Tenders were evaluated by a four person panel comprising:

- Director Community Services
- Manager Recreation Facilities
- Recreation Facilities Coordinator – Eastern
- Recreation Officer - Eastern

The Tender was first assessed for compliance with the Tender documents. The Tenderer failed to meet all compliance criteria; in particular, Quality Assurance, Financial Position and Insurance Coverage. It was determined that Financial Position and Insurance requirements

could be received should the tenderer be deemed an advantageous outcome. As such, Officers continued to evaluate the Tender against the weighted qualitative criteria. The criteria and associated weightings approved by Council were:

Criteria	Weighting
Relevant Experience	20%
Methodology	20%
Capacity	20%
Tendered Price	40%

A summary detailing the selection process and assessment of compliance and qualitative criteria is provided in the attached Confidential Evaluation Report.

As a result of the Evaluation Panel determining the Tenderer’s qualitative score and pricing structure offered, it was considered that the Tenderer had not provided an advantageous outcome for the Shire of Roebourne and therefore Officers recommend to not accept this Tender and maintain operational status quo. Officers will investigate the opportunity to incorporate the Management of the Cossack Historical Town Site into the current Visitor Centre Review.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Tenders were called in accordance with section 3.57 of the *Local Government Act 1995*. Part 4 of the *Local Government (Functions and General) Regulations 1996* provides for the process to be followed when inviting Tenders, rejecting Tenders or accepting Tenders.

POLICY IMPLICATIONS

There are no policy implications

FINANCIAL IMPLICATIONS

The current financial cost to Council is outlined in the following table, which show the operating deficit for the last financial year:

2012/2013

Expenditure	\$	\$ 712,280
Income	\$ 209,033	\$
2012/2013 OPERATING DEFICIT		\$ 503,247

The fixed price amount received in this Tender from the Walcott Group is \$590,000 ex GST. Under contract conditions, Council would still be responsible for the following expenses:

Insurances	\$45,425	2012/13 actual figure
Utilities	\$23,389	2012/13 actual figure
Maintenance (Over \$2000 per item)	\$33,748	2012/13 actual figure
TOTAL	\$102,562	

As such, combined with the Tender price figure, the estimated operating deficit to manage the Cossack Town Site would be approximately \$692 562 ex GST, an increase of \$189,315 based on last financial year’s results.

STRATEGIC IMPLICATIONS

This item is relevant within the context of Council’s approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program: 1.a.2. Provide or partner to provide, community facilities to meet the needs of our communities.

RISK MANAGEMENT CONSIDERATIONS

Should Council endorse the Officers recommendation, and continue to manage the Cossack Historical Town Site internally, all current risk management measures and strategies would remain.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council has previously not accepted Tenders and continued to operate facilities internally.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Regulation 18 of the *Local Government (Functions and General) Regulations 1996* RESOLVES to ACCEPT the tender submitted by the Walcott Group for Tender 15-13/14 Management of Cossack Historical Town Site for the tender sum of \$590,000 ex GST and implement the tendered conditions from the March 2014.

Option 3

That Council by SIMPLE Majority pursuant to Section 18 of the *Local Government (Functions and General) Regulations 1996* RESOLVES to DEFER this matter pending a further investigation as determined by Council.

CONCLUSION

The Evaluation Panel recommends that the tender from The Walcott Group for the management of the Cossack Historical Town Site not be accepted based on the Officers Evaluation as detailed in the attached Confidential Evaluation Report; in particular due to the substantial increase to the Shire of Roebourne in the operating deficit of the Cossack Historical Town Site.

OFFICER'S RECOMMENDATION

1. That Council by SIMPLE Majority pursuant to Regulation 18 of the *Local Government (Functions and General) Regulations 1996* RESOLVES to NOT award any tender for Tender 15-13/14 Management of Cossack Historical Town Site;
2. That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to:
 - a) CONTINUE to manage the Cossack Historical Town Site through Shire appointed caretakers; and
 - b) INVESTIGATE the opportunity to incorporate the management of the Cossack Historical Town Site into the current Visitor Centre Review, with the recommendations of the review to be presented to Council in March 2014.

10.3 PERMANENT SHADE STRUCTURES BUDGET AMENDMENT

File No:	CP.561
Responsible Executive Officer:	Director Community Services
Reporting Author:	Community Project Officer
Date of Report:	28 November 2013
Applicant/Proponent:	Leisure Services
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To seek Council endorsement of a budget amendment to the 2013/14 Permanent Shade Structure program of \$58,270.

BACKGROUND

The 2013/14 Shire budget allowed for two shade structures to be built at Church Way park and at the Karratha Leisureplex outdoor play space development site. Through Tenderlink, Shire Officers called for tenders from suitably qualified contractors between 5 October 2013 to 23 October 2013 to fabricate and install the two shade structures. Unfortunately the Shire received no submissions for this tender.

Shire officers then issued a Request for Quotation on 31 October 2013 which was distributed to seven companies. The Request for Quotation closed on 21 November 2013 and the Shire received three quotations.

The quotations received were from Rare Earth Construction, Earthcare Landscapes and Karratha Contracting. During the evaluation process it was found that all three quotations were over budget and two of these companies did not comply with all of the compliance criteria of the Request.

Therefore the evaluation panel has selected a preferred contractor for the works and is requesting a budget amendment.

LEVEL OF SIGNIFICANCE

In the context of Council Policy *CE-8 Significant Decision Making Policy*, this matter is considered to be Significant due to the positive impact on the community when permanent shade structures are built in Shire play spaces. Additionally, this matter will not affect Council's ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

Councillor Miller was updated on the indicative project timeline through the Director Community Services prior to evaluation of the received quotations. The evaluation panel was represented by Shire officers from Strategic Projects, Building Maintenance and Leisure Services. Through this panel the approach to seek a budget amendment has been supported.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Section 6.8 of the *Local Government Act 1995* requires Council approval to incur expenditure from Council’s municipal fund.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Council has allocated funds towards the fabrication and installation of a shade structure at Church Way park and at the Karratha Leisureplex outdoor play space. Based on the outcome of the evaluation of the quotations received the expected costs for the Play Space Shade Structures project is outlined below:

FUNDS ALLOCATED	Ex GST
Church Way park shade structure	\$120,000
Karratha Leisureplex shade structure	\$120,000
Project Management costs	\$19,200
Contingency	\$24,000
TOTAL FUNDS	\$283,200
PREFERRED QUOTATION	Ex GST
Church Way park shade structure	\$159,297
Karratha Leisureplex shade structure	\$130,084
Project Management costs	\$23,150
Contingency	\$28,938
TOTAL COSTS	\$341,470
DIFFERENCE	\$58,270

Shire Officers will suggest the budget shortfall of up to \$58,270 is obtained through the March 2014 Budget Review as a priority.

STRATEGIC IMPLICATIONS

This item is relevant to the Council’s approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

- Our Program: 1.a.2.6 Operate Community Facilities
- Our Services: 1.a.2.4.1 Implement Sports, Recreation and Leisure Strategic Plan

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council have previously endorsed budget amendments for projects that have exceeded anticipated costs.

VOTING REQUIREMENTS

Absolute Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 6.8 of the *Local Government Act 1995* RESOLVES NOT to ENDORSE the budget amendment to allocate \$58,270 from the Infrastructure Reserve account 11025560 and transfer the funds into the Church Park Shade Shelter account 934206.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to modify the scope of works to enable the existing budget to be sufficient. Council APPROVES the following amendment to the scope of works

CONCLUSION

Shire officers released a Tender for the Play Space Shade Structures project on 5 October 2013 and did not receive any submissions. A Request for Quotation was issued on 31 October 2013 and after evaluating the three quotations received, Shire officers have selected a preferred contractor for the scope of works. However, due to the quotation being over budget Shire Officers are requesting Council endorse a budget amendment of \$58,270.

OFFICER'S RECOMMENDATION

That Council by ABSOLUTE Majority pursuant to Section 6.8 of the *Local Government Act 1995* RESOLVES to:

1. **ENDORSE** the full scope of works for the Permanent Shade Structure program, this being, installing compliant permanent shade structures over Church Way park and the Karratha Leisureplex play space
2. **NOTE** the project budget for the above scope is \$58,270 above current budget allocations which includes internal project management costs and contingencies will be funded from the infrastructure reserve and will be considered at the March 2014 Budget Review.

11 DEVELOPMENT SERVICES

11.1 KARRATHA FORESHORE MANAGEMENT PLAN, GNOOREA (40 MILE) FORESHORE MANAGEMENT PLAN AND POINT SAMSON FORESHORE MANAGEMENT PLAN

File No:	EM.12
Responsible Executive Officer:	A/Director, Development Services
Reporting Author:	Manager Planning Services
Date of Report:	2 December 2013
Applicant/Proponent:	Shire of Roebourne
Disclosure of Interest:	Nil
Attachment(s)	<ol style="list-style-type: none">1. Karratha Foreshore Management Plan Overview Map2. Point Samson Foreshore Management Plan Overview Map3. Gnoorea (40 Mile) Foreshore Management Plan Overview Map4. Summary of key recommendations5. Schedule of Submissions6. Late submission on Point Samson FMP7. Plan showing proposed 40 Mile exploration licence8. Responses to DoP comments9. Schedule of Modifications <p>Full copies of all three Foreshore Management Plans will be available for viewing at the Councillor Briefing and Ordinary Council Meeting.</p>

PURPOSE

For Council to consider:

1. submissions made during public advertising of the foreshore management plans for Karratha, Point Samson and Gnoorea (40 Mile) and other public comments received; and
2. the recommendations for all three foreshore management plans to be adopted and implementation plans to be prepared.

BACKGROUND

Council resolved at its 19 August 2013 Ordinary Council meeting to endorse these three foreshore management plans (FMPs) for public advertising. The public advertising period has now closed. Council now needs to consider submissions made on each FMP and determine whether they will be adopted as a guide to future decision making, development and management of the subject foreshore areas and if so, any revisions required. These FMPs have been prepared with Coastwest funding assistance. The Shire has also contributed cash and in-kind resources.

The recently completed Pilbara State of the Environment Report 2013 highlights the need to address coastal recreation and access as a priority, with an immediate focus required on existing recreation areas. With the population of the Shire forecast to increase considerably over the next 20 years, there will be increasing pressures placed on the coastline, particularly the more popular coastal areas. All three FMPs have the following aims:

1. Contribute to the implementation of local and regional planning objectives and coastal strategies.
2. Consolidate community partnerships and build community capacity and ownership of the area including working with the area's traditional owners.
3. Foster the sustainable recreational and tourist use of the area through a plan that protects the environmental and cultural values of the area and identifies access arrangements and long term infrastructure needs.

Attachments 1, 2 and 3 are the plan overviews for each FMP. There are more detailed plans contained in each FMP for recreation nodes identified on each plan overview. **Attachment 4** provides a summary of key recommendations for each FMP. The FMPs also include recommended actions for implementation. Recommended actions are rated high, medium or low priority. Below is a list of recommended high priority actions.

Karratha (Attachment 1)

- Joint management between Shire and Ngarluma
- Dual use path between Searipple Road and Back Beach
- Walk trails through conservation area and between Off-Road vehicle area and Searipple Road
- Car parks at Balmoral Road and Maitland Road
- Shelters and seating at Searipple Road
- Signage to control access and activity
- Obtain funding for detailed planning, design and construction of Millars Road Off-Road Vehicle Park
- De-silting maintenance works at Back Beach boat ramp

Point Samson (Attachment 2)

- Joint management between Shire, community and Ngarluma
- Close Town Beach foreshore road and turnaround area in front of tavern
- Rehabilitate Town Beach foredune with appropriate fencing and vegetation
- Fenced pedestrian access to Sam's Beach, Town Beach, Honeymoon Beach and outside caravan park
- Define walk trail between Sam's Beach and John's Creek including concrete footpath where necessary
- Provide shade, seating and BBQs at Town Beach
- Fish cleaning table and bin at harbour

Gnoorea (40 Mile) (Attachment 3)

- Delineate camping areas and provide for short and long term stays at Gnoorea Point and Quarry. Restrict camping outside these areas;
- Business case for operation and management;
- Car parks and designated day use areas at Gnoorea Point, Fenceline and Pelican Point;
- Aboriginal culture and business opportunities at Gnoorea Point;
- Dry composting toilets at Gnoorea Point (x4) and Quarry (x2);
- Separate pedestrian beach access at Quarry, Fenceline and Pelican Point;
- Close undesirable tracks at 40 Mile, Mangrove Beach and into pastoral stations.

Following Council adoption of the FMPs, implementation plans will be prepared to set out in more detail a 10 year program for delivery of priority actions.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of moderate significance. While the FMPs will not result in a substantial one-off cost in the immediate future, they will guide decisions about future investment in foreshore improvements and management. The foreshore management plans will therefore have implications for the future well-being of the Shire.

COUNCILLOR/OFFICER CONSULTATION

Officer consultation has occurred throughout preparation of the FMPs, particularly Ranger Services and Infrastructure Services. Both identified the need for improved guidance regarding management of foreshore areas. Internal consultation will continue as part of preparing implementation plans.

The Shire President attended the community forum held in Karratha on Tuesday 9 April, 2013 at the Frank Butler Community Hall. Councillors were given a briefing on the FMPs at the Councillor Briefing Session on 15 August 2013. The implementation plan will also be presented to Council for adoption.

COMMUNITY CONSULTATION

The values, issues and recommendations in the FMPs are based on outcomes of the community forum. The forum was well attended by a range of community organisations and stakeholders. Consultation occurred with traditional owners; the Ngarluma people, and the Yaburara and Mardudhunera people. Input was also obtained from key agencies.

The table below lists organisations and the FMPs they commented on.

	Karratha	Point Samson	Gnoorea (40 Mile)
Ngarluma Aboriginal Corporation RNTBC and Anthropos Australia (WA) Pty Ltd	X	X	
Karratha Community Association	X		X
Darrell Hutchens, Shire of Roebourne	X		X
Point Samson Community Association		X	
Rio Tinto		X	
Hanson Construction Materials Pty Ltd			X

Main points on submissions

A detailed summary and review of all submissions is at **Attachment 5**. Relevant sections of the Karratha and Point Samson FMPs have been modified in response to comments made by the Ngarluma Aboriginal Corporation and other submitters.

Karratha

- The Karratha Community Association (KCA) wants sand mining in the vicinity of the Nickol River delta (**Attachment 1**) to cease, preferably before the lease expires in 2030. This sand mining is authorised and regulated under the *Mining Act 1972*. There are five mining leases in total in this area, all valid until at least 2030. The Shire has no power to stop this sand mining within the terms of the lease. The FMP includes comments to recognise community concerns but states that applications for basic raw material extraction require a licence from the Shire. Notwithstanding that the Shire of Roebourne doesn't have an Extractive Industry Local Law, extractive industries over Crown land are determined under the *Mining Act 1972*.
- The KCA notes that proposed boardwalks (two in Conservation Area and one in front of golf course) would be subject to inundation and strong flows and recommends a lower priority be given. The boardwalks are not included on the list of recommended actions for implementation so they are only longer term ideas. They are, however, shown on Figure 4 (**Attachment 1**) and Figure 5. Figures 4 and 5 should be modified to refer to the boardwalks as "Possible location for boardwalk/decking".

Point Samson

- The Point Samson Community Association seek a higher priority for a boardwalk from the Point to Honeymoon Cove, construction of a boat house at Town Beach and rehabilitation of dunes and weed management at Town Beach, the Point and Honeymoon Cove. Figures 5 (**Attachment 2**) and 9 only show a boardwalk/decking at the Point. The idea of a boardwalk from the Point to Honeymoon Cove is something recommended by the Point Samson Foreshore Enhancement Plan – Masterplan (UDLA, 2013). There is already a path between the Point and Honeymoon Cove. While the Community Association's interest in this project is understood, higher priority should be placed on fixing coastal processes and unmanaged foreshore access first, as recommended in the FMP. Equally, higher priority should be given to addressing these issues than constructing the boat house, which is intended to serve a tourist and beach recreation function. That said, the priority of both these implementation actions has been raised to medium after considering the submission. Dune rehabilitation on Town Beach is already a high priority implementation action.
- Rio Tinto highlights the risk that some of the study area (especially the Point) may be contaminated with asbestos and recommends this be acknowledged and factored into implementing recommendations. Text has been added to address this, although reference to the Department of Health Guidelines for the Assessment, Remediation and Management of Asbestos-Contaminated Sites in Western Australia (2009) should be included to ensure appropriate procedures are followed in undertaking earthworks in the study area.
- Rio Tinto also expresses concerns about the inclusion of Cape Lambert as an area where sand extraction has unearthed Aboriginal remains. Rio Tinto is not aware of any such disturbance. Reference to Cape Lambert has been removed. The last paragraph of this section refers to basic raw material extraction requiring a Shire licence. Notwithstanding that the Shire of Roebourne doesn't have an Extractive Industry Local Law, extractive industries over Crown land are determined under the *Mining Act 1972*.

Late submission

- On 5 November 2013, a late submission with attached petitions was received from Ian Banks and John Potten (**Attachment 6**). This submission and petitions object to two aspects of the FMP:
 1. Proposed short term car park/amenity/beach access at the Meares Drive/McCourt Street intersection and near the Look Out (73 signatures); and
 2. Systematic removal of Tamarisk trees and the proposed strategy for managing beach sand movement (241 signatures).
- In relation to point 1, it is clear that there is community concern about formalising and encouraging people to park and access the beach along the north-eastern section of Meares Drive. There is already an informal car park at that site referred to as the Look Out, although much of this is now located over a freehold lot. The Point Samson Foreshore Enhancement Plan (UDLA, 2013) recommends a beach access track at the Meares Drive/McCourt Street intersection. The Shire's FMP does not show this beach access track so under this FMP, no car park/amenity/beach access will be constructed at the Meares Drive/McCourt Street intersection. Both the UDLA foreshore masterplan and the FMP recommend a decked lookout and shade structure and fenced pedestrian beach access at Sam's Beach (Look Out). The detailed planning for this area can be considered in more detail as part of preparing the FMP implementation plan, as well as the Point Samson Structure Plan if required.
- In relation to point 2, the community has concerns about removal of the Tamarisk trees and the effectiveness of recommended sand movement barriers. Removal of the Tamarisk trees is a recommendation of the UDLA foreshore masterplan. Removal is recommended to allow for more natural rehabilitation of the foredune. Tamarisk trees are exotic and prevent any natural understorey from growing. The intention in relation to removal would be to select specific trees to remove and then rehabilitate before moving onto another area. Section 3.2.3 of the Shire's FMP quotes this recommendation and comments that removal of the Tamarisk trees will improve the connection between the beach and the new linear park. Figure 8 of the Shire's FMP also highlights the need for systematic removal of Tamarisk trees. It is recommended that the Shire's FMP be revised to note that although the UDLA foreshore masterplan recommends systematic removal of the Tamarisk trees, there are community concerns about this recommendation and that any removal and rehabilitation will only occur when the community is generally in favour of removing of specific trees. This position should also be reflected on Figure 8.
- Further consultation will be undertaken with the Point Samson community early next year as part of preparing the Point Samson Structure Plan which will give them a further opportunity to raise these matters if they wish.

Gnoorea (40 Mile)

- The advertised FMP suggested a six week maximum length of stay. The KCA recommends 14 days. The concern with placing such limitations on length of stays is that it may discourage tourists from coming to these areas and in so doing, undermine capacity to manage use of the area. It is recommended that length of stay be considered as part of preparing the business case for managing the campsite.
- The KCA stresses the importance of installing toilets. The importance of having appropriate facilities at these popular coastal recreation nodes is acknowledged. The ability to install toilets depends on having sufficient funding for installation and the capacity to manage and maintain these facilities. An implementation plan will be prepared to determine a program of works. The installation and maintenance of toilets needs to be considered as part of preparing the business case for managing the campsite.
- The KCA recommends options for providing water for travellers be considered including coin operated refill stations in towns and a water tank on the highway,

adjacent to Apache gas plant. These ideas have merit however they do not relate directly to the FMP. The submission does not suggest a water supply in the study area. The implementation action to investigate a water supply for the study area, added in response to the submission, should be removed. Providing water for travellers is something that should be considered as part of preparing a tourism strategy.

- In response to KCA comments regarding need for more attention to management and comments from Darrell Hutchens about a booking system, fees and facilities maintenance, all of these matters should be considered as part of preparing the business case.
- Hanson Construction Materials Pty Ltd advises that it has an application for an exploration licence with the Department of Mines and Petroleum for sand mining at 40 Mile. The proposed exploration licence area includes the Fenceline recreation node (**Attachment 7**). In its submission, Hanson acknowledges the purpose of the FMP and the importance of the area to the community. Hanson states the sand resource at 40 Mile is limited in its availability. Hanson would like Council to consider opportunities that may be created for future development of this coastal node through allowing extraction of basic raw materials. The only circumstances under which mining should be considered at Gnoorea (40 Mile) are where it can be demonstrated that: the impact of mining on recreation and conservation values is acceptable; Aboriginal Heritage and Native Title approvals have been obtained; and there will be long-term benefits for the area as a result of the mining. This position should be conveyed in the FMP.

STATUTORY IMPLICATIONS

Where necessary, recommendations of the FMPs (eg. mining in coastal recreation nodes) will be incorporated into the Local Planning Strategy and considered as part of the Scheme review. The FMPs can be used as the basis for community grant submissions and community contributions from developers and industry proponents that either have operations that will impact the coast, or wish to contribute towards community infrastructure.

POLICY IMPLICATIONS

All plans have regard for relevant plans and policies as set out below:

- State Planning Policy 2.6: State Coastal Planning Policy (amended) (WAPC, 2013)
- Pilbara Planning and Infrastructure Framework (WAPC, 2012)
- Shire of Roebourne Town Planning Scheme No.8
- Shire of Roebourne Coastal Management Strategy Position Paper (Landvision, 2011)

Karratha

- Karratha City of the North
- Karratha 2020 Vision and Community Plan
- Off road vehicles in the Shire of Roebourne (Trail Bike Management, 2012)
- Karratha Coastal Vulnerability Study
- Mulataga Development Plan
- Mulataga Strategic Foreshore Management Plan

Point Samson

- Point Samson Foreshore Enhancement Plan – Masterplan (UDLA, 2013)
- Point Samson Stormwater and Coastal Management Plan (draft)

Gnoorea (40 Mile)

- Gnoorea Coastal Management Plan (draft) (Astron, 1998)

The Department of Planning has considered each of the FMPs and provided comments. All comments have been considered and the FMPs have been revised where necessary (**Attachment 8**).

The study area boundary for the Karratha FMP, as advertised, currently runs along Balmoral and Searipple Roads. In the vicinity of the Karratha City Centre the study area boundary needs to be revised to follow the alignment of the future Northern City Bypass Road. Table 1 also needs to be revised to remove reference to reserves no longer included in the study area (ie. site of the new Health campus).

It is also noted that the study area for the Gnoorea (40 Mile) FMP adjoins a portion of Karratha Station (not Mardie Station) that is subject to an agreed Pastoral Lease exclusion effective from 2015. The Gnoorea FMP should be revised to note this significant impending change.

FINANCIAL IMPLICATIONS

Financial implications of the FMPs will be considered as part of preparing implementation plans. The cost of preparing implementation plans has been factored into the 2013/14 budget. Implementation plans will establish a forward capital works program for subsequent years.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provides for this activity:

- | | | |
|---------------|-----------|--|
| Our Program: | 3.d.1.1 | Promote and implement responsible use of resources for environmental sustainability. |
| | 2.a.4.1 | Maintain and promote nature based camping within approved areas of the Shire. |
| | 1.a.3.1 | Provide open spaces which cater for the communities needs. |
| | 1.a.2.4 | Maintain Shire infrastructure necessary to meet the community needs. |
| Our Services: | 3.d.1.1.2 | Partner with other agencies for development of the Foreshore Management Plans. |
| | 2.a.4.1.1 | Provide caretaker support and infrastructure to nature based camping during the approved season. |
| | 1.a.3.1.3 | Maintain and renew Shire's parks, gardens, streetscapes, properties, bushland and facilities to improve the overall appearance of the Shire LGA. |
| | 1.a.2.4.3 | Continue to maintain and renew other community infrastructure (beaches, boat ramps, jetties). |

RISK MANAGEMENT CONSIDERATIONS

Risk management is addressed in FMPs, Schedule of Submissions and preceding sections of this report.

IMPACT ON CAPACITY

Implementation of FMP recommendations will have some impact on capacity, especially in terms of managing and maintaining these coastal recreational nodes. This is something that will need to be monitored and reviewed over time. Ideally the impact on capacity can be reduced through management partnerships and operational cost recovery.

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

Officer's recommendation

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT ADOPT the Karratha Foreshore Management Plan, Point Samson Foreshore Management Plan and Gnoorea (40 Mile) Foreshore Management Plan.

CONCLUSION

The FMPs for Karratha, Point Samson and Gnoorea (40 Mile) have been prepared based on available technical information, plans and policies as well as community input. The FMPs have been advertised and submissions have been considered, including the late submission in relation to the Point Samson FMP. Where necessary, the FMPs will be revised. It is recommended that the FMPs be adopted as plans for managing increased use of these three popular foreshore areas in a way that retains cultural and natural values.

Once the FMPs have been adopted, implementation plans will be prepared to guide future implementation of each FMP. Once the implementation plans have been adopted by Council (expected in 2014/15 financial year) they will guide the future works programs for these foreshore areas.

OFFICER'S RECOMMENDATION

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

1. **ACKNOWLEDGE** submissions in accordance with the attached Schedule of Submissions;
2. **REFER** a copy of the Schedule of Submissions to submitters so they can see the outcome in relation to matters raised;
3. **ADOPT** the Karratha Foreshore Management Plan, Point Samson Foreshore Management Plan and Gnoorea (40 Mile) Foreshore Management Plan subject to modifications in accordance with the attached Schedule of Modifications;
4. **AUTHORISE** the Chief Executive Officer to undertake any other minor modifications required to finalise the Foreshore Management Plan documents;
5. **REFER** a copy of the adopted Foreshore Management Plans to the Department of Planning in accordance with Coastwest requirements;
6. **PREPARE** implementation plans for all foreshore management plans as a guide to future works programs; and
7. **CONSULT** further with the Point Samson community as part of preparing the Point Samson Structure Plan.

11.2 KARRATHA CITY CENTRE INFRASTRUCTURE WORKS PROJECT – CITY CENTRE ROAD CLOSURES, ROAD DEDICATIONS, RESERVE RELINQUISHMENTS AND RESERVE MANAGEMENT ORDERS

File No:	LP.110
Responsible Executive Officer:	A/Director Development Services
Reporting Author:	Lands Officer
Date of Report:	19 November 2013
Applicant/Proponent:	Appian/ Landcorp/ Shire of Roebourne
Disclosure of Interest:	Nil
Attachment(s)	1. Road Closures Plan (Plan 1) 2. Road Dedications Plan (Plan 2) 3. Reserve Relinquishments Plan (Plan 3) 4. Reserves for Parks, Recreation and Drainage Plan (Plan 4) 5. Reserves for Drainage and Parking Plan (Plan

PURPOSE

To consider the land adjustments required to facilitate the Karratha City Centre Infrastructure Works all in order to progress the staged implementation of the Karratha City Centre Master Plan (CCMP) (including implementing endorsed amendments from the November Council Meeting)

BACKGROUND

Following the adoption of the Karratha City of the North Plan in June 2010, the KCCIW Project Team commenced the implementation of the CCMP which included the formation of a new network and hierarchy of streets and as a result the Karratha City Centre Road Layout Plan was prepared. The Council at its Ordinary meeting of the 24 October 2011 resolved among other things to (Resolution No. 151868):

1. *ENDORSE the Karratha City Centre Road Layout Plan which will establish:*
 - a. *Sharpe Avenue as the main street and key pedestrian spine so that it facilitates change in the nature of the built form on adjacent land parcels to create a quality pedestrian environment and improvement of access to the city centre for both pedestrians and vehicular traffic;*
 - b. *A network and hierarchy of streets that provides permeability and legibility and creates an accessible and legible city centre destination; and*
 - c. *An integrated and functional movement network that ensures the safe and pleasant movement of pedestrians and cyclists with suitable facilities, and vehicles.*

In response to the endorsed Road Layout Plan, LandCorp was provided with Royalties for Regions funding to implement the works (Karratha City Centre Infrastructure Works) which includes numerous administrative actions that are needed to facilitate road closures, road dedications, relinquishment of reserves and amendments to existing reserves. The proposed

land adjustments the subject of this report is a key step in progressing these administrative actions.

The Council at its Ordinary meeting of November 2013 resolved (Resolution No. 152682) as follows:

That Council by SIMPLE Majority pursuant to Section 3.18 of the Local Government Act 1995 RESOLVES to ENDORSE the amended Karratha City Centre Road Layout Plan dated 2 October 2013.

This support above for an amended Karratha City Road Layout now needs a further resolutions to implement the changes as follows.

- closure of Barlow Place and portions of Sharpe Avenue, Sherlock Crescent, Macroy Street, Owen Road, Hedland Place, Morse Court, Balmoral Road and Searipple Road as identified in orange colouring on Road Closures Plan (Plan 1);
- dedication of the new roads for the future extension of Sharpe Avenue through to proposed Nickol Bay Road, the realignment of Balmoral Road, Searipple Road, Warambie Road, Morse Court and Klenk Street, and the creation of the new roads (proposed Karratha Terrace, Nickol Bay Road, Macroy Street, Owen Road, Basset Crescent, Crane Street and Barlow Lane) as identified in red colouring on Road Dedications Plan (Plan 2);
- relinquishment of surplus portions of Crown Reserves 33666, 40196 and 41119 as identified in pink colouring on Reserve Relinquishments Plan (Plan 3) with the intent to dedicate these portions as road
- relinquishment of surplus portions of Crown Reserves 33666 and 36458, as identified in pink colouring on Reserve Relinquishments Plan (Plan 3) with the intent to amalgamate this land with adjoining land owners as and when required by the project
- vesting of new reserve management orders for the purpose of Parks, Recreation and Drainage of new Crown reserves as identified in blue colouring on Reserves for Parks, Recreation and Drainage (Plan 4);
- amendments to the existing purposes of the management orders for Crown reserves 33666, 36458 and 41119 to be for the purpose of Parks, Recreation and Drainage as identified in green colouring on Reserves for Parks, Recreation and Drainage (Plan 4); and
- vesting of new reserve management orders for the purpose of Drainage and Parking as identified in blue colouring on Reserves for Drainage and Parking Plan (Plan 5).

All in order to progress the staged implementation of the now amended Karratha City Centre Master Plan (CCMP).

These road names above are indicative name descriptors but it is likely that Nickol Bay Road will be the only road name that may require any renaming consideration, which if this occurs has already been delegated to the CEO as part of the road naming resolution number 152648 from the Ordinary October 2013 meeting.

It is the objective for the implementation of the CCMP to be staged in nature. This will allow for each action to be undertaken as and when the Works Packages are commenced and required. The intent is to have these actions completed in both the short term and long term with the overall goal being to achieve the CCMP vision.

The Reserves for Parking and Drainage, as created by the new Reserves for Management Orders as vested with the Shire, have been included in this report as a measure to enable these sites to be leased until such time as the land is potentially amalgamated as a result of future development.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy *CE-8 Significant Decision Making Policy*, this matter is considered to be of high significance on the following criteria:

Any transfer of ownership or control or the construction, replacement or abandonment of a strategic asset.

This decision flows logically and consequently from significant decisions already made by Council in relation to pursuing implementation of the CCMP.

The matter will have implications for the present and future social, economic, environmental and cultural well being of the Shire.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place through the established KCCIW Place Team. The KCCIW Project Team has met with the Place Team regularly through the detailed design phase and has provided a number of design iterations for the Place Team's consideration. The Place Team has included representation from strategic and statutory planning, works and technical services, parks and gardens, economic and community development, and communications. Council has endorsed the amended City Centre Road Layout Plan on which this report is based. The KCCIW Project Team has regularly attended the Elected Members Briefings and provided project updates and information pertaining to the implementation of the CCMP.

COMMUNITY CONSULTATION

Extensive community consultation has previously been undertaken as part of the KCN Plan. The KCCIW Project provides regular community updates in various forms of media such as newspaper and radio. The KCCIW Project has also established a City Centre Traders Reference Group where members of the local business community attend regular meetings to discuss the implementation of the CCMP.

Upon preparation of the preliminary road layout plans LandCorp Project Managers, with the support of an external property and real estate specialist, initiated a consultative process with the key City Centre landowners whose landholdings will be impacted upon by the realignment of existing roads and/or the creation of new roads. The KCCIW Project Team continues to meet with landowners.

In respect to the proposed road closures, the road closure process includes 35 days of advertising and referral to the relevant servicing agencies before the matter is referred to State Land Services to obtain the approval of the Minister for Lands to close the relevant portions of road where they can then be amalgamated into adjoining lots or reserves.

The KCCIW Project Team will continue ongoing community consultation in accordance with the KCCIW Project Communications Plan.

STATUTORY IMPLICATIONS

The proposed road closures will be undertaken pursuant to Section 58 of the *Land Administration Act 1997*.

The dedication of new roads will be undertaken pursuant to either Section 28 or Section 56 of the *Land Administration Act 1997*.

The relinquishment of Management Orders will be undertaken pursuant to Section 50 of the *Land Administration Act 1997*.

The amendment of reserve boundaries will be undertaken pursuant to Section 51 of the *Land Administration Act 1997*.

POLICY IMPLICATIONS

Future policies prepared by the Shire will need to have regard to the proposed road layout as identified in the amended Karratha City Centre Road Layout Plan.

FINANCIAL IMPLICATIONS

The Shire will be responsible for the care, control and management of the:

- new roads upon dedication (which may be staged over a number of years):
 - extension of Karratha Terrace from Searipple to Frinderstein Way;
 - Barlow Lane;
 - Extension of Klenk Street through to Karratha Terrace;
 - extension of Balmoral Road;
 - Nickol Bay Road (Road 2);
 - Owen Road;
 - Basset Crescent;
 - extension of Sharpe Avenue;
 - Macroy Street; and
 - extension of Crane Street to Jewel Lane.
- portions of land being vested with their management for the purpose of drainage & parking, as identified on Reserve for Drainage and Parking (Plan 5)
- portions of land being vested with their management for the purpose of parks, recreation and drainage, as identified on Reserve for Parks, Recreation and Drainage (Plan 4).

This is likely to result in some minor financial impact associated with maintaining these new assets. Technical Services support the dedication of the proposed roads and vesting of management orders and have taken these maintenance costs into consideration.

STRATEGIC IMPLICATIONS

This item is relevant with the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2012-2013 provided for this activity:

Our Program:	1.d.3.1	Liaise with key stakeholders including LandCorp and Government Agencies for implementation of Karratha City Centre Master Plan (KCCMP) and Infrastructure Works Program (IWP).
Our Services:	1.d.3.1.1	Liaise with LandCorp to finalise Planning Scheme Amendment/s and land assembly for Karratha City Centre Master Plan (KCCMP) and Infrastructure Works Program (IWP)

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

There are no significant impacts on the Shire's capacity to implement the recommendation.

RELEVANT PRECEDENTS

A related precedent relevant to the Karratha City Centre plan is the already approved Dampier Road precinct that included the creation of the GP superclinic site and extension of Sharpe Avenue through to the Dampier Highway (Resolution No. 152572).

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT:

1. ADVERTISE the proposed closure of portions of Sharpe Avenue, Morse Court, Owen Road, Klenk Street, Hedland Place, Balmoral Road and Searipple Road identified on Plan 1 – Road Closures, for a minimum period of 35 days in accordance with section 58 of the *Land Administration Act 1997* and regulation 9 of the *Land Administration Regulations 1998*;
2. REQUEST the Minister for Lands to close those portions of Sharpe Avenue, Morse Court, Owen Road, Klenk Street, Hedland Place, Balmoral Road and Searipple Road as identified in orange colouring on Road Closures Plan (Plan 1), subject to Council receiving no objection to the proposed road closures as referred to in (1) above;
3. REQUIRE that should any objection be received in response to the statutory advertising of the proposed road closures referred to in (1) above, that it be referred back to the Council for consideration;
4. REQUEST the Minister for Lands to dedicate those portions of land identified in red colouring on Road Dedications (Plan 2) pursuant to either section 28 or section 56 of the *Land Administration Act 1997*;
5. RELINQUISH the Management Orders for Reserve 35269 (Drainage and Parking) and those portions of Reserve 36458 (Park and Recreation), Reserve 40196 (Drainage, Park and Parking) Reserve 33666 (Drainage) as identified in pink colouring on Reserve Relinquishment Plan (Plan 3) pursuant to *Section 50 of the Land Administration Act 1997*.
6. REQUEST the Minister for Lands to cancel Reserve 35269 (Drainage and Parking) , and those portions of Reserve 36458 (Park and Recreation), Reserve 40196 (Drainage, Park and Parking) Reserve 33666 (Drainage) as identified in pink colouring on Reserve Relinquishments Plan (Plan 3) pursuant to *Section 51 of the Land Administration Act 1997*.
7. REQUEST the Minister for Lands to amend the Management Order over remaining portions of Reserves 33666 (Drainage), 36458 (Park & Recreation) and a portion of 41119 (Drainage) as shown in green colouring on Reserves for Parks, Recreation and Drainage Plan (Plan 4), to the purpose of Recreation and Drainage;

8. REQUEST the Minister for Lands to create a Reserve over the area coloured dark blue (Parks, Recreation and Drainage Plan – Plan 4) for the purpose of “Parks Recreation and Drainage” and to issue a Management Order to the Shire of Roebourne;
9. REQUEST the Minister for Lands to create a reserve over the area coloured light blue (Reserves for Drainage and Parking Plan – Plan 5) for the purpose of “Drainage and Parking”;
10. REQUEST the Minister for Lands to issue a Management Order over the proposed reserves referred to in Item 9 above to the Shire with power to lease for a period of up to 10 years, subject to the prior written consent of the Minister for Lands pursuant to *Section 79 of the Land Administration Act 1997*; and
11. REQUEST the Chief Executive Officer to take all necessary steps under the *Land Administration Act 1997* and *Section 3.58 of the Local Government Act 1995* with regard to the action referred to in (2), (4), (5), (6), (7), (8), (9) & (10) above.

CONCLUSION

In order to progress the implementation of the CCMP, the Shire has prepared and endorsed the Karratha City Centre Road Layout Plan. These land adjustments by way of road closures, road dedications, reserve relinquishments, Reserve amalgamations and reserve dedications, are the final stages in progressing the staged implementation of the CCMP.

OFFICER’S RECOMMENDATION

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

1. **ADVERTISE** the proposed closure of portions of Sharpe Avenue, Morse Court, Owen Road, Klenk Street, Hedland Place, Balmoral Road and Searipple Road identified on Plan 1 – Road Closures, for a minimum period of 35 days in accordance with section 58 of the *Land Administration Act 1997* and regulation 9 of the *Land Administration Regulations 1998*;
2. **REQUEST** the Minister for Lands to close those portions of Sharpe Avenue, Morse Court, Owen Road, Klenk Street, Hedland Place, Balmoral Road and Searipple Road as identified in orange colouring on Road Closures Plan (Plan 1), subject to Council receiving no objection to the proposed road closures as referred to in (1) above;
3. **REQUIRE** that should any objection be received in response to the statutory advertising of the proposed road closures referred to in (1) above, that it be referred back to the Council for consideration;
4. **REQUEST** the Minister for Lands to dedicate those portions of land identified in red colouring on Road Dedications (Plan 2) pursuant to either section 28 or section 56 of the *Land Administration Act 1997*;
5. **Relinquish** the Management Orders for Reserve 35269 (Drainage and Parking), and those portions of Reserve 36458 (Park and Recreation), Reserve 40196 (Drainage, Park and Parking) Reserve 33666 (Drainage) as identified in pink colouring on Reserve Relinquishments Plan (Plan 3) pursuant to Section 50 of the *Land Administration Act 1997*.

6. **REQUEST the Minister for Lands to cancel cancellation of Reserve 35269 (Drainage and Parking), and those portions of Reserve 36458 (Park and Recreation), Reserve 40196 (Drainage, Park and Parking) Reserve 33666 (Drainage) as identified in pink colouring on Reserve Relinquishments Plan (Plan 3) pursuant to Section 51 of the *Land Administration Act 1997*.**
7. **REQUEST the Minister for Lands to amend the Reserve Management Order over remaining portions of Reserves 33666 (Drainage), 36458 (Park & Recreation) & a portion of 41119 (Drainage) as shown in green colouring on Reserves for Parks, Recreation and Drainage Plan (Plan 4), to the purpose of Recreation and Drainage;**
8. **REQUEST the Minister for Lands to create a reserve over the area coloured dark blue (Parks, Recreation and Drainage Plan – Plan 4) for the purpose of “Parks, Recreation and Drainage” and to issue a Management Order to the Shire of Roebourne;**
9. **REQUEST the Minister for Lands to create a reserve over the area coloured light blue (Reserves for Drainage and Parking Plan – Plan 5) for the purpose of “Drainage and Parking”;**
10. **REQUEST the Minister for Lands to issue a Management Order over the proposed reserves referred to in Item 9 above to the Shire with power to lease for a period of up to 10 years, subject to the prior written consent of the Minister for Lands, pursuant to section 79 of the *Land Administration Act 1997*; and**
11. **REQUEST the Chief Executive Officer to take all necessary steps under the Land Administration Act 1997 and Section 3.58 of the Local Government Act 1995 with regard to the action referred to in (2), (4), (5), (6), (7), (8), (9), (10) & (11) above.**

11.3 LOCAL GOVERNMENT HERITAGE INVENTORY

File No:	LP.28
Responsible Executive Officer:	A/Director Development Services
Reporting Author:	Senior Strategic Planner
Date of Report:	20 November 2013
Disclosure of Interest:	Nil
Attachment(s)	Extract of Local Government Heritage List 2013

PURPOSE

For Council to consider the recommendation to endorse the Shire of Roebourne Local Government Heritage Inventory (LGHI) and for uploading onto the Shire website and placing several copies into each library.

BACKGROUND

The Shire of Roebourne's existing Municipal Heritage Inventory (1996) is currently available on the Shire website. This inventory has 56 entries as well as a volume which describes the major historic themes in the Shire's development.

A review of the 1996 inventory was conducted during 2012 and the result of this review is a draft revised LGHI. Part of the 1996 inventory was a review list which is open for members of the community to request additions to the inventory.

The draft revised LGHI is in two volumes. The first volume is a summary of the broad historic themes and events which have shaped the Shire and the second is a collection of 73 heritage place records. The heritage place records include photographs, locations including GIS coordinates, descriptions of the history and archaeology of the site and the level of significance of the site. These sites are cultural assets and may form the basis for future industries in tourism and education.

Places on the LGHI are not necessarily buildings. They can be sites of former buildings, activities or events, as well as built structures such as mines, wells or roads. They can also comprise heritage places, heritage areas or "precincts" may be included on the LGHI.

The LGHI focuses on the post-contact history of the area. As such, some of the heritage places and areas included on it have an Aboriginal historical association. Whilst these places are of significance to the Ngarluma/Yindjibarndi community, there are other Aboriginal sites and places of significance in the area that are not included in the LGHI. A number of these other Aboriginal sites are included in the Register of Aboriginal Sites (The Register) maintained by the Department of Aboriginal Affairs (DAA). The Register contains information about places that are defined as Aboriginal sites under Section 5 of the *Aboriginal Heritage Act 1972* (AHA), which is the principal Act protecting Aboriginal heritage sites in Western Australia.

Attachment 1 provides the place record list which shows the 55 sites which are identified as category A or B. It is proposed that the places listed as management category A and B will be included on the Heritage List which will form part of the planning scheme review which is anticipated to begin 2014/2015. Each of the effected land owners will be notified during the planning scheme review.

The implications of listing as category A or B are shown below.

LEVEL OF SIGNIFICANCE	DESCRIPTION	DESIRED OUTCOME
Management Category A: Exceptional significance	Essential to the heritage of the locality. Rare or outstanding example.	The place should be retained and conserved. Any alterations or extensions should reinforce the significance of the place, and be in accordance with a Conservation Plan (if one exists for the place).
Management Category B: Considerable significance	Very important to the heritage of the locality. High degree of integrity/authenticity.	Conservation of the place is highly desirable. Any alterations or extensions should reinforce the significance of the place.

Placing both volumes of the LGHI on the Shire website as well as providing three hard copies in each Shire library will provide the community with an important resource and begin the consultation process leading to the planning scheme review. Community members will also be able to recommend other sites for consideration and request them to be placed on the Review List. The Review List provides valuable input for the next review.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between officers from Development Services, Community Services, Library and history librarian.

COMMUNITY CONSULTATION

Providing this information to the community is the first step of a process to be continued in the context of review of the planning scheme which is due to begin in 2014/15.

STATUTORY IMPLICATIONS

The preparation of this Local Government Heritage Inventory is required under Section 45 of the *Heritage of Western Australia Act 1990*.

The Register of Aboriginal Sites maintained by the Department of Aboriginal Affairs (DAA) contains information about places that are defined as Aboriginal sites under Section 5 of the *Aboriginal Heritage Act 1972*, which is the principal Act protecting Aboriginal heritage sites in Western Australia.

POLICY IMPLICATIONS

The preparation of a heritage policy will be considered as part of the review of the planning scheme which is due to begin 2014/15. The management and maintenance of the Shire's interests at Cossack are beyond the scope of this inventory.

FINANCIAL IMPLICATIONS

There are no financial implications.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	1.b.2.4	Review and update Local Planning Policies
Our Services:	1.b.2.4.1	Heritage list for Planning scheme

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to *Section 45 Local Government Act 1995* and *Section 45 of the Heritage of Western Australia Act 1990* RESOLVES to NOT endorse the Shire of Roebourne Local Government Heritage Inventory (LGHI).

CONCLUSION

This Heritage Inventory identifies sites considered to be cultural assets of the Shire and may form the basis for future industries in tourism and education. The planning scheme will offer some protection to the sites of exceptional and considerable significance. Uploading these documents onto the Shire's website will allow the community to access these important records of the Shire's history and development. Community members will also be able to recommend other sites for consideration and request them to be placed on the Review List.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to *Section 45 Local Government Act 1995* and *Section 45 of the Heritage of Western Australia Act 1990* RESOLVES to ENDORSE the Shire of Roebourne Local Government Heritage Inventory.

11.4 RECONSIDERATION OF AN APPLICATION FOR A CHANGE OF USE FROM ‘ENTERTAINMENT VENUE’ TO ‘TAVERN’ – UNIT 119, LOT 555 SHARPE AVENUE (PELAGO WEST), KARRATHA

File No:	P3397
Responsible Executive Officer:	A/Director Development Services
Reporting Author:	Coordinator Statutory Planning
Date of Report:	26 November 2013
Applicant/Proponent:	Bart Parsons
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To provide clarification to Council on the possible implications of including a condition allowing Council to revoke approval at a later time, if warranted in respect of Item 11.3 – Proposed Change of Use From ‘Entertainment Venue’ to ‘Tavern’ – Unit 119, Lot 555 Sharpe Avenue (Pelago West), Karratha.

BACKGROUND

At the November 2013 Ordinary Council Meeting, Council resolved as follows in respect of Item 11.3 (Resolution 152667):

“That Council lay this item on the table until the December 2013 Ordinary Council Meeting pending further clarification by Officers.”

Reason:

“Council required further clarification, in particular on the possible implications of including a condition allowing Council to revoke approval at a later time, if warranted.”

The adoption of a condition allowing Council to revoke approval at a later time is considered unfair and unreasonable.

In considering the validity of specific conditions of approval, Council must ensure that a condition is:

1. imposed for a planning purpose;
2. fairly and reasonably related to the development for which permission is given; and reasonable, that is, be a condition which a reasonable planning authority, properly advised, might impose.

This approach was adopted by the State Administrative Tribunal (SAT), and other appeal bodies in Australia in the case of *Newbury DC v Secretary of State for the Environment (1981) AC578* when considering the validity of specific planning conditions.

In considering whether or not it is appropriate for the Council to impose a condition of approval that would, effectively, give the Council the power to revoke Blanche Bar’s approval in the event of non-compliance with one or more of the conditions of approval, it is perhaps

important to first focus on, and discuss, the implications for the Council in the context of the third test of validity.

Reasonable or Unreasonable?

A condition may be unreasonable because it is unduly restrictive.

It is not uncommon for Decision Makers to impose a continuing restriction on the use of land – as long as there are good planning reasons for that restriction. However, it should not be imposed if the restriction effectively nullifies the benefit of the approval.

For example, it may be reasonable to limit the hours during which the tavern venue may be open so as not to affect the amenities of the locality (i.e. breaching the noise regulations). It would be unreasonable, however, to do so to such an extent as to make it impossible for the owner/operator to run the business properly.

In simple terms, any condition of approval should be within ‘the gift’ of the applicant. If it appears that an approval for the tavern could only be given subject to conditions that effectively remove the benefit of the approval, then the application should be refused.

To this end, Council’s attention is drawn to the comments and recommendations of the Shire’s Environmental Health Coordinator (see ‘Councillor/Officer Consultation’ section of this report) who advised *that the noise measurements taken at Blanche Bar on three occasions have all exceeded the recalculated assigned levels for the time zones between 7pm and 10pm and from 10pm till 7am the following morning.*

Therefore, by allowing patrons to remain outside in the alfresco area until 9.30pm, Council is effectively permitting patrons to be in that area and creating noise which has been demonstrated not to comply with the assigned levels under the *Environmental Protection (Noise) Regulations (1997)*.

It is, of course, at the Council’s discretion whether to approve the application or not.

In the event the Council approves the application and Shire officers are required to respond to complaints, officers will be obliged to investigate same which may, in turn, result in the Shire having to instigate legal action against the owner/operator under the relevant provisions of the *Planning and Development Act 2005* and other ancillary regulations. This may place a heavy burden on the Shire’s resources. It may possibly also have serious ramifications for the owner/operator under the *Liquor Control Act 1988*.

On the balance of the facts and, on the basis of the above, it is recommended Council refuse to approve the application.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy *CE-8 Significant Decision Making Policy*, this matter is considered to be of medium significance because it involves land use conflict between noise generating inner City activities and inner City living and raises questions about whether those conflicts can be adequately managed or whether the conflicting uses need to be separated.

COUNCILLOR/OFFICER CONSULTATION

Following the Council’s resolution in November, the application was referred to the Shire’s Environmental Health Coordinator with the following comments provided:

To confirm our discussion this morning, the following comments are provided re the application by Blanche Bar to amend its current status from an entertainment venue to a tavern.

There are two options in the item before Council. Option 1 is to not approve the application. Option 2 is to approve the application subject to a number of conditions. One of the conditions is that the proponent submit a Management Plan Strategy (MPS). The MPS must include noise mitigation measures for the alfresco area. They are:

1. The outside ring of tables in the licensed alfresco area will be cleared and its use not permitted after 21:30.

This office has a concern around the implementation of this measure and how effective it will be. The maximum occupancy for the interior of the bar is 126 patrons. If the application is approved, the liquor license will permit up to 200 patrons to be on site (inside and outside). If the bar is at capacity (126 patrons), and there are a number of patrons sitting outside, how does the owner propose to get these patrons to leave at 21:30? Patrons may still remain on the site. They will not be able to enter the bar, as this will exceed the maximum occupancy for the bar. They will continue to contribute to noise from the premises. In the worst case scenario they may be unhappy to leave and resort to anti-social behaviour when leaving the venue.

The Environmental Protection (Noise) Regulations 1997 (Regulation 8) prescribes assigned noise levels. These levels relate to time zones and may not be exceeded. The time zones are from 7am till 7pm, from 7pm till 10pm and from 10pm till 7am the following morning. The noise measurements taken at Blanche Bar on three occasions have all exceeded the recalculated assigned levels for the times zones between 7pm and 10pm and from 10pm till 7am the following morning. By approving patrons to remain outside in the alfresco area until 21:30 Council would be effectively permitting patrons to be in the alfresco area and creating noise which has been demonstrated not to comply with the assigned levels. Patrons at a bar are there to enjoy themselves and this includes loud conversations and laughter and whilst alcohol is being consumed, the noise levels may increase significantly.

2. Music will not be played in the alfresco area after 21:30.

This office does not have any concern in this regard. Music can be managed by turning the volume down or off altogether. On the other hand, patron noise is not that easy to manage.

3. All measures in the Acoustic Assessment Report (dated 19 July 2012) will be adhered to at all times.

This office is in agreement with this, but please be advised that the report specifically states that “the sound of voices from patrons in the alfresco area, particularly raised voices is likely at times during the day and evening to generate excessive noise levels at some apartments in proximity to the venue”. (This has been confirmed during 3 separate noise measurements at the apartment above). “The Venue must develop a Management Plan Strategy to effectively deal with any such occurrences”. The proponent has not yet submitted a MPS and steps taken thus far have not resulted in compliance with the assigned levels as per the Regulations.

4. A noise limiter to be placed (if required) on the sound system...

From observations at the venue during noise measurements, although it may contribute to the overall noise levels, the music is not the main problem. The music volume has been turned down and is just audible at the apartments above. The patron noise in the alfresco area is the real problem at this venue.

From the above it can be seen that the main issue is the noise generated by patrons. It is not easy to manage this. The owner of the venue will have little or no control to ensure patrons do not generate excessive noise. During the consumption of alcohol, patrons often become louder than normal. This is a contributor to the noise problem.

By approving this application, the venue will be able to host 80 more patrons than under the current liquor license (the current license limits the patrons at the venue to 120). If the bar area is at capacity (126 patrons), the remaining 74 patrons will have to be in the alfresco area. This is the area where patron numbers should be reduced, not increased.

COMMUNITY CONSULTATION

Community Consultation was not considered necessary in relation to the recommendations of this report.

STATUTORY IMPLICATIONS

The application has been considered in relation to Town Planning Scheme No 8 (TPS 8) and the relevant provisions relating to the 'City Centre – Precinct 2 Commercial' zone. A 'Tavern' may be approved at the discretion of Council in the zone.

POLICY IMPLICATIONS

The following Local Planning Policies apply to this proposal:

1. Shire of Roebourne DP 1 – Karratha City Centre Development Requirements (Draft); and
2. Shire of Roebourne DP 18 – Karratha City Centre Parking Policy.

FINANCIAL IMPLICATIONS

There are no direct financial implications for the Shire of the recommendations of this report.

STRATEGIC IMPLICATIONS

This item is relevant with the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016.

Community Goal - Create aesthetically attractive and liveable towns.

Our Outcome:	1.e	Planned towns and city that responds to the environmental, social, economic, and cultural conditions and aspirations of the Pilbara.
Our Response:	1.e.1	Create aesthetically attractive and vibrant towns.

RISK MANAGEMENT CONSIDERATIONS

A decision to refuse this application could be subject of an application by the applicant for review by the State Administrative Tribunal.

Public liability has been addressed through the imposition of a condition on the previous approval requiring the applicant to obtain public liability insurance to cover both the operator of the Small Bar and the Shire of Roebourne in regard to use of the public domain for alfresco dining.

IMPACT ON CAPACITY

There is no impact on capacity or resourcing to carry out the Officer's recommendation. If Council approves this Change of Use application, the Shire will bear responsibility for responding to complaints, monitoring, regulating and prosecuting noise that exceeds the *Environmental Protection (Noise) Regulations 1997*.

RELEVANT PRECEDENTS

On 17 September 2012 Council resolved (Res No: 152243) to approve a Change of Use from 'Restaurant' to 'Tavern' on Lot 2609 (No 1) Sharpe Avenue, Karratha (Icon Restaurant). There are no residential uses in the vicinity of that premises. Car parking was an issue in relation to that proposal.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to clause 4.5 of the Shire of Roebourne Town Planning Scheme No. 8, RESOLVES to APPROVE Application for Planning Approval P3397 for a Change of Use from 'Entertainment Venue' to 'Tavern' – Unit 119, Lot 555 Sharpe Avenue (Pelago West), Karratha, subject to the following conditions:

1. The Change of Use hereby permitted taking place in accordance with the approved plan stamp dated 3 September 2013.
2. Prior to the issuance of the Certificate of Local Planning Authority – Section 40, the applicant shall submit a Management Plan Strategy for endorsement by Planning Services. The Management Plan Strategy shall include but not be limited to the following noise mitigation measures for the alfresco area:
 - The outside ring of tables in the licensed alfresco area will be cleared and its use not permitted after 9.30pm;
 - Music will not be played in the alfresco area after 9.30pm;
 - All measures in the Acoustic Assessment Report (dated 19 July 2012) will be adhered to at all times; and
 - A noise limiter to be placed (if required) on the sound system to ensure the venue meets the Environmental Protection Act guidelines at all times.

Once endorsed the Management Plan Strategy shall form part of this approval.

3. A Parking Management Plan being prepared and endorsed by the Shire's Planning Services that addresses the shortfall of parking bays below the target rate and achieves the minimum number of parking bays required under DP 18.

Advice Notes

- I. This decision to approve will expire if the development has not substantially commenced and is in continuation within two [2] years of the date of this decision. Planning Services will consider extensions to the approval period for up to two [2] years provided a written request is received no later than the original or extended date of expiry.
- II. Noise generated by the operation of the Tavern use, including the alfresco area, is required at all times to comply with the *Environmental Protection (Noise) Regulations 1997 (WA)* or such equivalent regulations as might replace them.
- III. Should the approval holder be aggrieved by this decision, or any of the conditions imposed, there is a right of review under the Planning and Development Act 2005.

An application for review must be submitted in accordance with Part XIV of the Planning and Development Act 2005 within 28 days of the date of this decision to: the State Administrative Tribunal, GPO Box U1991, Perth, WA 6845. Further information regarding this right of review is available on the SAT website www.sat.justice.wa.gov.au or by phoning 1300 306 017.

CONCLUSION

Officers have conveyed to Council in November the fact that the Blanche Bar has been the subject of a number of noise complaints in regard to noise levels from both music and patrons in the alfresco area. Noise measurements taken by Environmental Health Services have on each occasion exceeded prescribed noise levels under the *Environmental Protection (Noise) Regulations 1997*. It is considered that the increase in the number of patrons from 120 to 200, as a result of a change of Department of Racing Gaming and Liquor Licence from Small Bar to Tavern Restricted will result in increased noise levels.

An unduly restrictive condition placed on the approval is likely to nullify the benefit of the approval. This approach is not supported at officer level.

The risk to the Shire in approving the application is ongoing land use conflict and issue resolution. It is therefore recommended that the application be refused.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to clause 4.5 of the Shire of Roebourne Town Planning Scheme No. 8, RESOLVES to REFUSE to approve the application for Planning Approval for a Change of Use from 'Entertainment Venue' to 'Tavern' - Unit 119, Lot 555 Sharpe Avenue (Pelago West), Karratha for the following reasons:

- 1. As a result of a number of complaints from owners and tenants of units in this building, the Shire has been required to monitor noise levels from this venue on numerous occasions. Noise levels measured by the Shire from the current approved use (Entertainment Venue – 120 patrons) have exceeded noise levels prescribed by the *Environmental Protection (Noise) Regulations 1997 (WA)*. If the use of this premises changes to Tavern, then the number of patrons permitted under a Tavern Restricted licence would increase to 200 patrons. Council is not prepared to support such an increase in the number of patrons given noise levels measured from the current approved use, the number of additional patrons that would result from the proposed use and the land use conflict that would result.**
- 2. The proposal is inconsistent with the orderly and proper planning of the locality.**

11.5 APPLICATION FOR PLANNING APPROVAL TO EXTEND TIME LIMITED APPROVAL FOR TRANSIENT WORKFORCE ACCOMMODATION DEVELOPMENT LOCATED AT LOT 250, LOT 4471 AND LOT 4931 SEARIPPLE ROAD, BULGARRA

File No:	P3406
Responsible Executive Officer:	A/Director Development Services
Reporting Author:	Coordinator Statutory Planning
Date of Report:	25 November 2013
Applicant/Proponent:	Rowe Group on behalf of Fleetwood Corporation Ltd
Disclosure of Interest:	Nil
Attachment(s)	1. Location Plan 2. Zoning Plan 3. Social Impact Management Plan 4. Draft Karratha Foreshore Management Plan - Plan for 'Node 4: Searipple Road'

PURPOSE

For Council to consider an application for an extension to the time limited approval for the Transient Workforce Accommodation (TWA) development known as 'Searipple Village' located at Lot 250, Lot 4471 and Lot 4931 Searipple Road, Bulgarra.

BACKGROUND

Council received an application on 1 August 2013 from Rowe Group Planning Consultants on behalf of the operators of Searipple Village, Fleetwood Pty Ltd, for an extension to the time limited approval for the approved, and operative, TWA development located at Lot 250, Lot 4471 and Lot 4931 Searipple Road, Bulgarra (hereafter referred to as 'the subject site').

The subject site is located in Bulgarra approximately 2 kilometres north east of Karratha Town Centre and in close proximity to Nickol Bay. A location plan is attached as Attachment 1.

The majority of the subject site is zoned 'Tourism' under the Shire of Roebourne Town Planning Scheme No.8 (the Scheme) with a portion of Lot 250 and the entire Lot 4931 reserved 'Conservation, Recreation and Natural Landscapes'. A plan identifying the lots and depicting the zoning of the subject land is attached (Attachment 2).

Fleetwood Corporation Ltd entered into a lease with the State of Western Australia for the use of Lot 4471 and Lot 4931 specifically for the purpose of 'Transient Workforce Accommodation'.

History of uses and existing approvals

Fleetwood has operated the subject site since 1987, firstly as a caravan park and from 2003 onwards as a transient workforce accommodation facility.

A total of five (5) planning approvals associated with the TWA were issued between April 2003 and May 2008. The following table contains a summary of the 5 planning approvals:

Application Number	Address	Date Approved	Details of Approved Development
1307D	Lot 1481 and Part Reserve 34922 and Part Lot 4471 Searipple Road	30/04/2003	Accommodation for 939 persons, access road, car park, kitchen/diner, wet canteen, office/linen store, male/female toilet block
1643D	Lot 1481 and Lot 4930 Searipple Road	24/09/2007	Accommodation for 116 persons, manager residence, 2 executive accommodation suites, conversion of recreation room to dining room, cool room, freezer, dry store, laundry, cleaning store, bin compounds and ancillary works
1646D	Lot 441, 4930, 4931 and Part Abutting Lot 4929 Searipple Road	26/09/2007	Accommodation for 244 persons, 4 laundries, barbeque area with shade sails, 2 washdown bays, bus pick up area and bulk earthworks
1763D	Lot 4471 Searipple Road	26/10/2007	Accommodation for 164 persons, kitchen, 3 laundries, swimming pool and ancillary building works
1881D	Lot 4931 Searipple Road	19/05/2008	Accommodation for 288 persons, additions to kitchen/dining facility, 6 laundries, 2 recreation rooms, gymnasium, swimming pool, shade sails and 73m ² roofed area

In November 2012, the Shire received an application from Fleetwood requesting an extension to the time limited approval of the 5 planning approvals until 22 January 2022. Instead of granting an extension of time until 22 January 2022, the Shire issued a consolidated approval extending the time for all the approvals until 16 May 2014. This consolidated approval was issued on 15 December 2012. A copy of this approval can be made available to Council upon request.

In a cover letter that accompanied the aforementioned planning approval, the Shire advised the proponent that if they wish to continue to operate the facility beyond 16 May 2014, an application for planning approval for the entire Searipple Village TWA facility must be submitted to the Shire no less than 100 days prior to the expiry date. The letter added that should such application not be received by the due date, the approval would then be deemed to have expired. The letter further advised the proponent that this period of extension (until 16 May 2014) would provide sufficient time for them to compile information which would allow the Shire to make a proper assessment of any proposal for longer term transient workforce accommodation on the site – which is zoned Tourism in the Scheme and intended for that purpose in the future.

The applicant was also advised that, since the various approvals were first given to the facility, key changes have been made to the planning framework for Karratha that will guide the transformation of Karratha into a vibrant City of the North with significant permanent residential population and wide diversity of housing stock. Another salient point made in the

letter was that the Shire generally has a growing concern for the social impact of transient workforce on the local community.

The Shire's Position on FIFO and Transient Workforce Accommodation Facilities

The Shire made a submission on FIFO to the Standing Committee on Regional Australia on 7 October 2011. In that submission, the Shire acknowledged that Transient Workers, and by association Transient Workforce Accommodation 'camps', are necessary to the resource sector and the national economy. In so doing the Shire made a clear distinction between transient workers and operational workers, the latter which it considered should and must be accommodated in traditional accommodation in one of the serviced towns.

The Shire also made it clear that it did not support the transitioning of 'temporary camps' to 'permanent camps' or industry or government policy that as a standard supports a reliance on FIFO for operational purposes.

Recently, at the September 2013 Ordinary Council Meeting, the Council resolved (Resolution 152617) to advise the Minister for Lands and Woodside Energy Limited that Council is not willing to support any extension to the Gap Ridge Village Workforce Accommodation Facility beyond its existing lease provisions as:

- "a) The Shire has been provided with no evidence from the parties of the need for this facility to remain for an extended period; and*
- b) The Shire is unable to make an informed decision on the long term use of this facility as it is yet to receive clarity on Woodside's Accommodation Strategy for their operational, maintenance and construction workforces."*

The current lease conditions permit Woodside to operate as a commercial accommodation provider, a condition which has recently been exercised and which is causing some angst and concern amongst local hoteliers and short stay accommodation providers.

The Proposal

The applicant requests the TWA remains operative for the time frames as per the *Lease of Crown Land applicable to the subject site.

* Fleetwood Corporation entered into a lease with the State of Western Australia for the use of Lot 4471 and Lot 4931 for the purpose of 'Transient Workforce Accommodation'. The lease commenced on 1 February 2012 for a period of three (3) years with an option for a further term of three (3) years, plus a further option term for four (4) years.

On 11 September 2013, the Shire requested further information to support the application in the form of a Social Impact Assessment (SIA) and Management Plan (SIMP) to demonstrate the need for, and desirability of this facility to remain operational and to quantify the overall benefits of the operation to the community beyond the current planning horizon. An SIA and SIMP for Searipple Village was received on 20 November 2013.

The SIA endeavours to identify and discuss current positive impacts and current/potential negative impacts of the facility on the town of Karratha through an analysis of known and identified social, economic, transport and environmental considerations. The SIMP identifies the key impacts across each consideration. It then identifies an objective for each key impact, followed by a management strategy to achieve the objective. The principal management strategies identified in the SIMP are as follows:

- To construct formal access from the Searipple Village facility to Nickol Bay foreshore to formalise access and recreation areas within two (2) years from issue of planning approval; and
- Contribute to maintenance of pedestrian path between Searipple Village and Bulgarra Sports Complex.

Because Searipple Village is an existing TWA facility, the other identified impacts are ongoing and it is not considered necessary to replicate those issues in this report. A copy of the SIMP is attached as Attachment 3.

The Karratha Foreshore Management Plan (KFMP) is presented for adoption at this Council Meeting. The Searipple Village fronts a section of the Karratha foreshore. The KFMP identifies this section of foreshore as 'Node 4: Searipple Road' (refer to Attachment 4). The KFMP recommends the following works for Node 4:

- Establishment of a single formal beach pedestrian access way through dunes with steps;
- Construct shelters and parking area fronted by a low limestone wall;
- Providing signage to identify Aboriginal and environmental values of the area;
- Close alternate footpaths to beach and undertake dune revegetation and restoration; and
- Establish a walk/dual use path on top of the dune and close access to vehicles.

Searipple Village is a large TWA camp that fronts directly onto this section of the Karratha foreshore. The Node 4 foreshore works are in the immediate vicinity of Searipple Village. There is a need to manage foreshore access around Searipple Village and future guests of Searipple Village would benefit from upgraded foreshore facilities in the area. After being made aware of preliminary indicative costs of Node 4 foreshore works (\$816,000.00), the owner of Searipple Village has offered to make a \$50,000.00 'Without Prejudice' contribution towards these works. Given the nexus between Searipple Village and the foreshore works for Node 4, it is considered reasonable for the owners of the facility to increase their contribution to recognise the shared responsibility and future benefits of these works. The applicant is aware of concerns with the amount offered.

The Shire is in the process of preparing a Local Planning Strategy to guide its growth and development over the next 20 years. It is intended that the Local Planning Strategy will provide the strategic framework for future population and economic growth and development and the associated demand for a range of housing options, employment opportunities, recreational, leisure, entertainment, retail and community facilities.

A number of growth scenarios based on high, medium and low growth have been investigated with the preferred scenario being based on planning and future proofing for the medium to high population growth projects. Within this context, transient workforce accommodation has been observed to operate as a buffer or 'shock absorber' during period of peak construction and as such has been included in the spectrum of housing and accommodation typologies.

The draft strategy is being based on a strong evidential base of technical research and analysis. One of the technical studies titled 'FIFO Labour' (draft Aug 2013) concludes that the expectation is for some increase in operational workforce to 2020 but a very substantial decrease in construction workforce as projects are completed. It is estimated that the FIFO workforce that has fluctuated between 8,000 and 10,000 over the past few years will decline to between 3,000 and 4,000 by 2020 with a result declining demand for transient workforce accommodation facilities. A study by the Pilbara Development Commission (2012) counted

13,048 beds across the Shire that can be classed as TWA's with growth of another 6,526 beds proposed by 2015.

Key Considerations

There are three key issues to be considered in determining whether or not the request to extend the time limited approval for the Searipple Village TWA warrants an approving decision. These are:-

- Whether or not, in the context of the Scheme and the current strategic and policy framework, the TWA warrants an extension of time;
- If Council considers an extension of time is appropriate and warranted, the period of time Council considers appropriate; and
- Consideration of the transition of the use from TWA to Tourism, at least for the Tourism zone.

Each of these questions is considered below.

Scheme and Policy Framework

Clause 6.5.3 and 6.5.4 of the Scheme infers that TWAs outside the TWA zone are considered to be temporary (that is "time limited") and will be required to convert to a subsequent use which is consistent with the Scheme zoning when the time limited approval expires.

Is an extension of the time limited approval warranted?

Any extension of time should only be granted where it can be demonstrated, to the satisfaction of the Shire, that the facility is required to support a construction project or multiple construction projects.

It is understood that the owners have contracts in place for accommodation with employers in state government, road maintenance and residential construction. It would therefore be unreasonable to not give the owners time to transition to another use. The question is then the amount of time to give the owners to transition. In this regard, the Shire's position on TWAs for operational workers is relevant. As the Shire does not support TWAs being used for operational workforces, the timeframe for transition should be sufficient for transition but nothing more. An approval until 1 February 2018 would coincide with a point of renewal for the lease and provide time to transition.

It is questionable whether all of the units are required at this point in time as the Shire has not been provided with information that demonstrates that there is a need for all of the units.

Transition of TWA Use to Tourism Use

It is a key objective in the Shire's Local Planning Policy DP10 to discourage TWAs in the Tourism zone.

Given that the Searipple Village facility has operated as a TWA for a considerable time (since 2003), officers are of the view that the operators of the facility should be encouraged to consider options for the land to be used consistent with the objectives of the Commercial zones (this includes the Tourism zone) and in particular the objectives of DP13 – Tourism Zone Development Requirements.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATIONNotification of the Proposal

The zoning table of the Scheme lists a TWA as an 'SA' use in the Tourism zone. An SA use means the development is not permitted unless the Council has granted planning approval after giving notice of the proposal in accordance with the provisions of Clause 4.3 of the Scheme. A notice relating to this application was published in the Pilbara News and on the Shire's website for a period of 14 days from 3 October 2013 until 17 October 2013. No submissions were received.

STATUTORY IMPLICATIONSShire of Roebourne Town Planning Scheme No.8

The Scheme defines 'transient workforce accommodation' as *dwelling intended for the temporary accommodation of transient workers and may be designed to allow transition to another use or may be designed as a permanent facility for transient workers and includes a contractor's camp and dongas.*

Under Part V - Development Objectives and Land Use Planning Policy, the subject site is located in the Karratha Precinct (Clause 5.9).

The objective statements under Clause 5.9 indicate the Council's preferred land use and development outcomes within the precinct and provide additional guidance for Council when determining applications for planning approval.

Development requirements for transient workforce accommodation are described under Clause 6.5 of the Scheme.

Clause 7.5 of the Scheme establishes requirements within the Storm Surge Risk Special Control Area and, with reference to certain sensitive categories in the zoning table of the planning scheme (i.e. residential, commerce or health, welfare and community) specifies Council's ability to consider development proposals within an area of land known to be affected by a 100 year ARI storm surge event.

"7.5.1 When considering applications for planning approval, Council shall have regard to information about the land prone to 1 in 100 year storm surge events and may permit, with or without conditions, or refuse proposals at its discretion.

7.5.2 When considering applications for planning approval, Council shall consult the relevant agencies regarding the most-up-to-date information available about potential storm surge events and sea level rise which may affect the proposals subject to application.

7.5.3 Development within the Residential, Commerce or Health, Welfare and Community categories in the zoning table is not permitted within an area known to be subject to 1 in 100 year storm surge events. Council may approve other development categories subject to considering:

- (a) The sensitivity of the proposal to risk;*
- (b) Protection measures to be constructed; and*
- (c) Social and cultural values."*

In Resolution 152151 of the Ordinary Council Meeting held on 16 July 2012, Council resolved to initiate Amendment No.27 to bring the Scheme into alignment with:

- (a) the current policy approach to storm surge risk as recognised within the WAPC's draft State Planning Policy 2.6 State Coastal Planning Policy and associated guidelines (WAPC February 2012);
- (b) current State Planning Policy 3.4 Natural Hazards and Disasters; and
- (c) the Karratha Coastal Vulnerability Study (KCVS).

Amendment No.27 seeks to amend Clause 7.5 of TPS 8 to provide Council with discretionary powers to consider and approve development proposals in the Storm Surge Risk Special Control Area which in the opinion of the Council incorporate risk management and mitigating measures which demonstrate that risks to human life and health, property, utility and service infrastructure and social, cultural and environmental values are suitably avoided, remedied or mitigated.

Amendment No.27 was approved for Final Adoption by Council at the June 2013 Ordinary Council Meeting (Resolution 152541).

POLICY IMPLICATIONS

Revised Draft Transient Workforce Accommodation Local Planning Policy (DP10)

The application has been submitted having regard to the requirements of Council's revised Draft Local Planning Policy DP 10, including the preparation of a SIA and SIMP. In general terms the application complies with the provisions of Draft DP 10.

Draft Storm Surge Risk Special Control Area Local Planning Policy DP19

Council resolved to adopt for advertising a Storm Surge Risk Special Control Area Local Planning Policy (DP19) at the Ordinary Council Meeting held on 16 July 2012 (Resolution 152151) with the following objectives:

- To provide guidance on the application of TPS 8 Clause 7.5: Storm Surge Risk Special Control Area'
- To establish procedures for the identification of areas where land may be prone to 100 year ARI storm surge events.
- To provide guidance for applicants in relation to the information required to support development applications for sites in the Storm Surge Risk Special Control Area that are known to be subject to 100 year ARI storm surge events.
- To apply State Planning Policies 3.4 and 2.6 and associated policy guidelines in the assessment of Development Applications in the Storm Surge Risk Special Control Area.
- To provide decision guidelines, assessment procedures and development standards for the assessment of development proposals within a known 100 ARI storm surge area.

If the draft policy is adopted by Council and approved by the Western Australian Planning Commission, Council may consider a range of mitigating measures, as follows:

- a mandatory minimum finished and habitable floor level of 0.5m above the identified 100 year ARI storm surge or overland flow contour line; and/or
- a storm surge protection wall or barrier to the satisfaction of relevant authorities;
- adequate drainage provision for storm surge and overland flow events in accordance with an approved stormwater management plan; and/or
- other measures as set out in relevant State Planning Policies and related guidelines; and/or
- other measures as identified by a certified coastal/marine engineer and approved by relevant agencies.

FINANCIAL IMPLICATIONS

A reasonable contribution to surrounding foreshore works needs to be determined. The owner's offer of \$50,000.00 is not considered reasonable given the estimated cost of works and the nexus between Searipple Village and the Node 4 foreshore works.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity to be delivered in 2014:

Our Programs:	4.a.1.2	Implement highest standards of Customer Service.
Our Programs:	1.e.2.1	Liaise with key stakeholders including LandCorp, government agencies and developers for support in strategic community projects.
Our Services:	4.a.1.2.11	Provide timely decision making on development applications and other land use planning and approvals.
Our Services:	1.e.2.1.2	Negotiate appropriate responses through development assessments for social impact assessment (SIA), impact management (SIMP) and legacy contributions.

RISK MANAGEMENT CONSIDERATIONS

Any alternative use for this site will need to have regard for the storm surge and flooding risk associated with this area.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

At the Ordinary Council Meeting held on 16 September 2013, Council resolved in respect of Item 11.6 (Resolution 152617) to advise the Minister for Lands and Woodside Energy Limited that it is not willing to support any extension to the Gap Ridge Village Workforce Accommodation Facility beyond its existing lease provisions as:

- a) The Shire has been provided with no evidence from the parties of the need for this facility to remain for an extended period; and
- b) The Shire is unable to make an informed decision on the long term use of this facility as it is yet to receive clarity on Woodside's Accommodation Strategy for their operational, maintenance and construction workforces.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That the Council by SIMPLE Majority pursuant to Part 5 of the *Planning and Development Act 2005* RESOLVES to REFUSE an extension to the time limited approval for the Transient Workforce Accommodation (TWA) development known as 'Searipple Village' located at Lot 250, Lot 4471 and Lot 4931 Searipple Road, Bulgarra for the following Reason:

Council does not believe there is an ongoing need for the number of Transient Workforce Accommodation beds within the Shire to accommodate construction workforces and does

not support Operational Workforces being accommodated in Transient Workforce Accommodation Camps within or within close proximity of existing residential communities.

Option 3

That Council by SIMPLE Majority pursuant to clause 4.5 of the Shire of Roebourne Town Planning Scheme No. 8, RESOLVES to APPROVE the application for an extension of the time limited approval for the Transient Workforce Accommodation facility located at Lot 250, Lot 4471 and Lot 4931 Searipple Road, Bulgarra, submitted by Rowe Group on 1 August 2013, for a period of one (1) year from 1 February 2014, subject to the following conditions:

1. A commitment, by signed agreement, to the date and details of rehabilitation and conversion of the site shall be submitted to the Shire within 60 days of the date of this approval; and
2. The applicant shall demonstrate compliance with State Planning Policy 2.6 - State Coastal Planning Policy and State Planning Policy 3.4 - Natural Hazards and Disasters. Such compliance and any mitigation measures are to be submitted and endorsed by the Shire of Roebourne within 60 days of the date of this approval.
3. A Transition Plan, prepared to the satisfaction to the Shire, indicating how and when the development will be removed and the site rehabilitated or developed for a different use intended for the zone, to be submitted to the Shire at least 12 months prior to the cessation of the Planning Approval.

ADVICE NOTE:

Note 1: The Shire wants to contribute to creating a sustainable community and this requires a higher proportion of permanent residents. The Shire recognises the important role of transient workforce accommodation as a means of meeting demands for peak construction workforces. The Shire is not supportive of the transitioning of 'temporary camps' to 'permanent camps'.

Note 2: Shire of Roebourne Town Planning Scheme No.8 defines 'Transient Workforce Accommodation' as dwellings intended for the temporary accommodation of transient workers. Approval to Transient Workforce Accommodation does not include a hotel, motel, short term accommodation, tourist accommodation, permanent residential accommodation or caravan park.

Note 3: If the applicant is aggrieved by this decision, as a result of approval or by a determination of refusal, there may be a right of review under the provisions of Part 14 of the Planning and Development Act 2005.

A review must be lodged with the State Administrative Tribunal, and must be lodged within 28 days of the decision being made by the Shire.

CONCLUSION

Searipple Village is a large scale TWA and has operated as a TWA since 2003. Throughout this period it has supported major resources projects that have contributed billions of dollars to the State and the Commonwealth economy. The current approval for the facility expires in May 2014. It would be inappropriate to not extend the approval beyond that date. On this basis, it is appropriate for Council to extend the existing time limited approval.

TWAs have always been intended to accommodate peak construction workforces and as the economy moves into more of an operational phase, the need for such a large TWA becomes less apparent. To recognise this change and the Shire's preference for sustainable

communities with a higher proportion of local residents, it is recommended approval for Searipple Village be extended until 1 February 2018, which coincides with a renewal timeframe for the lease of Crown Lots 4471 and 4931, to allow sufficient time for the owner to transition the use to something that reflects the intention of the Scheme.

The Karratha Foreshore Management Plan identifies works that need to be undertaken in the adjoining foreshore reserve. While it is not the intention to get the owner of Searipple Village to pay the full cost of these works, there is a large disparity between the cost of these works and the contribution offered by the owner of Searipple Village. Given the nexus between Searipple Village and the Searipple foreshore node, it is recommended that a larger contribution towards foreshore works be sought to recognise the shared responsibility and future benefits.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to clause 4.5 of the Shire of Roebourne Town Planning Scheme No. 8, RESOLVES to APPROVE the application for an extension of the time limited approval for the Transient Workforce Accommodation facility located at Lot 250, Lot 4471 and Lot 4931 Searipple Road, Bulgarra, submitted by Rowe Group on 1 August 2013, for a period of four (4) years from 1 February 2014, subject to the following conditions:

- 1. The applicant submit, to the satisfaction of the Shire, a revised Social Impact Management Plan for endorsement within 60 days of the date of this approval addressing the contribution towards foreshore infrastructure as set out on Figure 9 of the Karratha Foreshore Management Plan - 'Node 4: Searipple Road' as follows:**
 - a) Establishment of a single formal beach pedestrian access way through dunes with steps;**
 - b) Construct shelters and parking area fronted by a low limestone wall;**
 - c) Providing signage to identify Aboriginal and environmental values of the area;**
 - d) Close alternate footpaths to beach and undertake dune revegetation and restoration; and**
 - e) Establish a walk/dual use path on top of the dune and close access to vehicles.**
- 2. The applicant shall demonstrate compliance with State Planning Policy 2.6 - State Coastal Planning Policy and State Planning Policy 3.4 - Natural Hazards and Disasters. Such compliance and any mitigation measures are to be submitted and endorsed by the Shire of Roebourne within 60 days of the date of this approval.**
- 3. A Transition Plan, prepared to the satisfaction of the Shire, indicating how and when the development will be removed and the site rehabilitated or developed for a different use intended for the zone, to be submitted to the Shire at least 18 months prior to the cessation of the Planning Approval.**

ADVICE NOTE:

- Note 1:** The Shire wants to contribute to creating a sustainable community and this requires a higher proportion of permanent residents. The Shire recognises the important role of transient workforce accommodation as a means of meeting demands for peak construction workforces. The Shire is not supportive of the transitioning of 'temporary camps' to 'permanent camps'.
- Note 2:** Shire of Roebourne Town Planning Scheme No.8 defines 'Transient Workforce Accommodation' as dwellings intended for the temporary accommodation of transient workers. Approval to Transient Workforce Accommodation does not include a hotel, motel, short term accommodation, tourist accommodation, permanent residential accommodation or caravan park.
- Note 3:** In relation to Condition 1, as you are aware the Shire has prepared a schedule of estimated indicative costs for works set out on Figure 9 of the Karratha Foreshore Management Plan – 'Node 4: Searipple Road'. These works have a nexus with Searipple Village in terms of location, the need for management and future use by Village guests. The Shire does not expect the owner of Searipple Village to pay for all of these works and accepts there is broader responsibility and benefit. The Shire does not accept the 'Without Prejudice' offer as adequately reflecting the shared responsibility for and future benefits from the foreshore management works in the immediate vicinity of Searipple Village.
- Note 4:** There is no guarantee that the Shire will grant a further extension. The merits of a request for further extension will be considered based on the applicant demonstrating a need for the extension tied to a construction workforce.
- Note 5:** If the applicant is aggrieved by this decision, as a result of approval or by a determination of refusal, there may be a right of review under the provisions of Part 14 of the *Planning and Development Act 2005*.

A review must be lodged with the State Administrative Tribunal, and must be lodged within 28 days of the decision being made by the Shire.

11.6 CAT MOU AND ASSOCIATED FUNDING FOR SAFE

File No:	EM.18
Responsible Executive Officer:	A/Director Development Services
Reporting Author:	A/Director Development Services
Date of Report:	29 November 2013
Applicant/Proponent:	Saving Animals From Euthanasia
Disclosure of Interest:	Nil
Attachment(s)	SAFE business plan and request

PURPOSE

For the Council to consider a request for additional funding for Saving Animals From Euthanasia (SAFE) for the organisation to undertake the rehoming of domesticated cats, and amend the current Dog Memorandum of Understanding to reflect the inclusion of cats.

BACKGROUND

The Shire of Roebourne and SAFE have operated a Memorandum of Understanding for the past 10 years to rehome impounded dogs which have been deemed suitable to be released into the community by the Shire's Ranger Service. To assist in the management of this program, vet costs and accounting fees, the Shire has provided \$29,000 in funding for SAFE. \$25,000 of these funds were to assist with veterinary costs and in funding staff involved in the rehoming of dogs. A further \$4,000 was provided to assist with veterinary bills and euthanasia of cats.

This year 73 impounded dogs have been re-homed to SAFE, with only 27 being euthanized by Rangers Services at the 7 Mile Landfill. Were this agreement not in place, all impounded dogs not collected within 5 days would be euthanized. SAFE are seeking a modification of the MOU to incorporate the rehoming of cats and operate in the same manner as the current dog MOU.

The new Cat Act has similar impounding requirements whereby a domestic cat who's owner can be identified (via micro chipping) must be retained for 7 working days, whereas a domestic cat who's owner cannot be identified needs only to be held for 3 days. Once the holding period is completed, arrangements need to be made to dispose of the cat, either through re-homing or euthanasia. The Ranger Services preferred option is to arrange for re-homing through SAFE as in the majority of cases, these cats are healthy, and will be sterilised if not already done.

SAFE are seeking an additional \$15,000 per year from the Shire to assist in rehoming cats, including use for veterinary costs, animal freighting costs and accounting. Together these costs account for nearly 50% of the SAFE expenditure budget, with vet costs alone exceeding \$100,000 last year. The current funding of SAFE by the shire equates to approximately 10% of their income. With the additional funding sought by SAFE this would increase to approximately 15% of their income.

In response to officer concerns as to the long term viability of the organisation, SAFE have developed a Strategic Plan and were working towards completion of a business plan to project growth of the organisation for the coming years, and identify income streams and possibilities to a point where they become self sufficient. SAFE’s current income streams are primarily from individual, company and adoption donations (approx 70%). SAFE are investigating other streams of income from larger resource companies, small to medium business, increasing donations from the public and bequests. It is possible that in time, SAFE will become less reliant on Shire funding, however there are benefits to retaining the MOU and re-homing domestic cats and dogs via SAFE. By limiting the duration of the additional funding, the Shire can commence a process whereby reliance on our funding will be reduced over time and will drive SAFE to source more secure revenue streams and become a more efficient organisation.

There are obvious benefits for staff involved in this project in that Rangers will not have to euthanize healthy domestic cats which could be rehomed, similar to the current arrangement with the dogs. This also creates positive views within the larger community, with residents being aware that if a dog or cat is surrendered for what-ever reason, it may be rehomed, rather than put down.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required. Councillors have previously been provided with information from SAFE, including their Strategic Plan.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

There are no statutory implications.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Acc No	Job No	Account/Job Description	Current Budget (Year/Year)	(Inc)/Dec	Proposed Amended Budget	Reason
13802120	3601	Law, Order Public Safety – Animal Control (Contributions)	\$29,000.	(\$7,500)	+\$36500 – monies to be sourced from savings at March budget review	Monies to fund rehoming of cats (pro-rata for 2013/14 financial year)
		Total	\$29,000	\$7,500	\$36,500	

NOTE – Deficit of +\$7,500 will be found from savings in the March Budget Review.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program: 4.b.1.12 Promote responsible companion animal ownership within the Shire.
Our Services: 4.b.1.12.2 Continue programs to reduce abandoned feral animals.

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations applicable.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

An MOU currently exists between the Shire and SAFE. This report seeks to expand this MOU and provide additional funding.

VOTING REQUIREMENTS

Absolute Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.1 of the *Local Government Act 1995* RESOLVES to REFUSE the application for additional funding to SAFE for adoption of impounded cats.

CONCLUSION

The Shire and SAFE currently operate an MOU where impounded dogs which can be rehomed are released to SAFE to find new owners. With the implementation of the Cat Act, SAFE is proposing to operate a similar program for cats. Due to increasing costs, especially associated with Veterinary bills, they are seeking additional funding from the Shire.

OFFICER’S RECOMMENDATION

That Council by **ABSOLUTE** Majority pursuant to Section 3.1 and 6.8 of the *Local Government Act 1995* **RESOLVES** to:

1. **ENTER** into a revised Memorandum of Understanding with Saving Animals From Euthanasia, to expand the current MOU to include cats.
2. **PROVIDE** an additional \$15,000 per financial year of funding to assist with increased veterinary fees for a period of 5 years, after which the funding arrangement is to be reconsidered.

Acc No	Job No	Account/Job Description	Current Budget (Year/Year)	(Inc)/Dec	Proposed Amended Budget	Reason
13802120	3601	Law, Order Public Safety – Animal Control (Contributions)	\$29,000.	(\$7,500)	+\$36500 – monies to be sourced from savings at March budget review	Monies to fund rehoming of cats (pro-rata for 2013/14 financial year)
		Total	\$29,000	\$7,500	\$36,500	

11.7 FUNDING FOR “AUSTRALIAS NORTH WEST” TOURISM

File No:	ED.3
Responsible Executive Officer:	A/Director Development Services
Reporting Author:	A/Director Development Services
Date of Report:	22 November 2013
Applicant/Proponent:	Australia’s North West Tourism
Disclosure of Interest:	Nil
Attachment(s)	E-mail from Australia’s North West Tourism

PURPOSE

For Council to consider re-instating funding for Australia’s North West Tourism to provide additional marketing of the tourism attributes of the Shire and engagement with tourists.

BACKGROUND

Australia’s North West Tourism (ANW) is a not for profit, non government, member based organisation whose role is to effectively market the Pilbara and Kimberley regions as attractive tourism destinations. A memorandum of understanding developed for 2010/2011 between the Shire and ANW provided \$20,000 for ANW in return for marketing of the Shire and its attractions as a significant tourism destination, ensuring the sustainability of the Warlu Way project and associated indigenous training and development, general business support and partnership recognition/branding.

In October 2010 ANW closed its Pilbara office, and relocated staff resources to Broome. While ANW advised the Shire that they could continue to effectively conduct the role from the Broome Office, the Shire sought a proposal from ANW as to the expected benefit to the Shire from the operations of ANW and specific projects, so as to provide for this in the 2011/2012 budget. Correspondence was forwarded to ANW in October and December 2010, and March 2011, however the requested information was not forthcoming.

As a result of recent discussions between the Shire President and the Manager of the Karratha Visitor Centre, the potential for re-joining the organisation was raised. The Shire has contacted ANW requesting clarification as to the extent of funding expected from the Shire and what benefits the Shire would receive in return for providing the funding. ANW’s CEO has responded with an overview of the marketing activities that ANW can provide. These include:

- Cooperative marketing campaigns with partners
- Stand-alone ANW marketing campaigns
- Attendance at consumer shows, such as caravan and campaign shows
- Attendance at tourism trade events to promote the region to the wider industry
- Visitation to the region by a range of journalists to create positive media stories.
- Production of collateral such as the Kimberley and Pilbara Holiday Planner
- An informative website
- A range of social media activities which incorporates Facebook, Twitter and email
- Education of the tourism trade by providing familiarisation trips to the region
- PR opportunities and the ability to leverage these to gain the best outcome for tourism

While this does have its merits, any funding for any tourism or marketing program to attract visitors to the Shire needs to be anchored back to a tourism strategy which will define tourism and visitor marketing priorities with the community for the future through aligning the Strategic Plan with a clear direction for the Shire. Prior to any funding being distributed, an understanding of what projects this is being put toward, and how the project aligns with the Shire’s tourism goals and aspirations is required. To provide funding attached to key performance indicators which are not aligned to a tourism strategy may result in the Shire not getting value for money, or targeting the wrong area.

PDC are currently undertaking works to develop a tourism strategy for the Pilbara region so to provide monies to this or any other organisation before clear goals are established is premature. Concerns are held that without the strategy for the funding to align to, the Shire would not be getting value for money. Once the tourism strategy is completed, this and other advertising options can be considered in the 2014/15 budget.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Consultation has occurred between the Manager Karratha Visitor Centre and the Shire President. Internal consultation has taken place with the Economic Development Advisor.

COMMUNITY CONSULTATION

Community consultation has not occurred and is not required.

STATUTORY IMPLICATIONS

There are no statutory implications.

POLICY IMPLICATIONS

There are no policy implications, however there is a draft tourism policy being developed currently which will be firmed up in parallel to the development of a Tourism strategy during 2014.

FINANCIAL IMPLICATIONS

If Council were to adopt the alternate recommendation, the following financial implications would apply:

Acc No	Job No	Account/ Job Description	Current Budget (Year/Year)	(Inc)/Dec	Proposed Amended Budget	Reason
13022020	3100	Economic services – Tourism and Area Promotion	0.00	(\$25000)	+\$25000 – monies to be sourced from savings at March budget review	Monies to fund either ANW or the development of the Shire of Roebourne Tourism Strategy
		Total	0	(\$25000)	+\$25000	

NOTE – Deficit of +\$25,000 will be found from savings in the March Budget Review.

STRATEGIC IMPLICATIONS

This item is relevant to the Council’s approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

- Our Program: 2.a.3.1 Continue to support Tourism and Visitor Centre Development.
- Our Services: 2.a.3.1.2 Continue to identify Shire of Roebourne’s role in tourism.

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be Moderate to the Shire in terms of Reputation.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

ABSOLUTE Majority if allocating monies not already included in the 2013/14 budget.

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by ABSOLUTE Majority pursuant to Section 3.1 and 6.8 of the *Local Government Act 1995* RESOLVES to:

1. PROVIDE \$25,000 funding to Australia’s North West Tourism to promote the Shire of Roebourne and its tourist attractions;
2. DEVELOP a Memorandum of Understanding with Australia’s North West Tourism to determine the focus of the spend of Shire funding, and key performance indicators.
3. PROVIDE funding of approximately \$25,000 to develop the strategy.

Acc No	Job No	Account/ Job Description	Current Budget (Year/Year)	(Inc)/Dec	Proposed Amended Budget	Reason
13022020	3100	Economic services – Tourism and Area Promotion	0.00	(\$25000)	+\$25000 – monies to be sourced from savings at March budget review	Monies to fund either the development of the Shire of Roebourne Tourism Strategy or ANW.
		Total	0	\$25000	+\$25000	

Option 3

That Council by ABSOLUTE Majority pursuant to Section 3.1 of the *Local Government Act 1995* RESOLVES to:

1. REFUSE to provide funding to Australia’s North West;
2. TAKE no further action to develop a Tourism Strategy.

CONCLUSION

The Shire has been approached to fund Australia's North West, a regional tourism industry body, to promote the tourism opportunities within the district. The Shire had previously funded this organisation, but made a decision to discontinue the relationship when ANW withdrew its Karratha based marketing person a number of years ago. Prior to re-engaging with ANW, a tourism strategy first needs to be developed so that the Shire's role in tourism development is well understood and defined before allocating funding to third party organisations.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 3.1 of the *Local Government Act 1995* RESOLVES to ADVISE Australia's North West Tourism that no funding will be considered until such time as the tourism strategy has been developed.

12 STRATEGIC PROJECTS & INFRASTRUCTURE

12.1 TIP SHOP OPERATION AT THE 7 MILE TRANSFER STATION

File No:	CP.410
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Manager Waste Services
Date of Report:	19 November 2013
Applicant/Proponent:	N/A
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To inform Council of the operating model for the Tip Shop at the new 7 Mile Waste Transfer Station and seek endorsement of the proposed opening hours.

BACKGROUND

The Tip Shop is part of the Waste Transfer Station currently under construction at the 7 Mile landfill site. The purpose of the Transfer Station is to:

- Increase recycling options for the community by providing drop off facility for glass containers, paper/ cardboard, steel/aluminium cans and recyclable plastics;
- Divert green waste from landfill through providing green waste reprocessing area for shredding and reuse;
- Improve safety for residents utilising waste disposal facility through provision of hard stand drop off areas;
- Contribute to achievement of the WA Waste Strategy landfill diversion targets;
- Reduce emissions associated with landfilling waste through increasing diversion and recovery;
- Recover re-usable items for re-sale via the Tip Shop.

Through the Tip Shop, the Shire aims to:

- remove the maximum volume of material from the waste stream,
- educate the public about reducing, reusing and recycling effectively,
- generate an income stream to offset the costs of operating the facility, and
- provide a resource to the community.

A Tip Shop operations manual has been developed detailing the procedures and conditions of use to ensure safe and efficient operation of the facility. An additional position is required to operate the Tip Shop in accordance with the operations manual procedures. It is proposed that the position of Tip Shop Site Attendant initially be advertised as 12 month contract role. This will give Council the opportunity to establish base line data over the first year of operations and inform the business case for future internal versus external operational models.

At its meeting of 19 August 2013, Council resolved to approve the Shire of Roebourne Workforce Plan 2013-2018. This plan made provision for an additional position in Waste Services commencing 2014/15 for the purpose of operating the Tip Shop. It is expected that the Tip Shop will be ready for operation in March/April 2014 and the position will be required at that time.

Principles of Operation

- Proposed opening hours 7:30am to 4:00pm Friday – Sunday (excluding Christmas Day, New Years Day and Good Friday). Stock will be prepared for re-sale by Tip Shop attendant each Wednesday & Thursday prior to opening to the public on Fridays.
- Tip shop to be run internally for first 12 months to establish baseline operational data. Once established, opportunities for outsourcing operation to be explored.
- Items shall be sold for a nominal price based on condition, with pricing structure to be determined by the tip shop attendant in collaboration with the Waste Management team. Once determined, prices will be fixed and not subject to negotiation. Benchmarking against pricing at similar Tip Shop operations will be used as a guideline where available.
- Goods are sold without warranty and refunds on purchases will not be provided.
- Any electrical goods will be tested and tagged prior to being offered for sale.
- Petrol powered items such as mowers, blowers and whipper snippers are not tested and are sold on the assumption that they require repair.
- Re-sale items include; household goods, building products, bicycles, sporting goods, BBQs, paint, clothing, tools, machinery, car parts, furniture, kitchen items and general bric-a-brac.
- Items which will not be sold include; Child restraints for motor vehicles, motorcycle helmets, children's cots, baby walkers, prams and gas bottles that are out of date.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of moderate significance in terms of environmental issues related to Council and the changes for residents when disposing of domestic waste at the tip site.

COUNCILLOR/OFFICER CONSULTATION

This project is being reported through the Waste Advisory Group (WAG) bimonthly meetings. SOR Waste Services team members have been involved with researching similar operations to assist in developing a cost effective and practical operating model for the Tip Shop.

COMMUNITY CONSULTATION

No community consultation is required at this stage of the project's development. Community consultation is to occur following the construction of the new domestic waste transfer station to assist in educating effective and safe use of the new facility.

STATUTORY IMPLICATIONS

The Shire of Roebourne must endeavour to comply with guidelines and regulations issued by the relevant authorities in relation to the operation of the Tip Shop. The relevant guidelines and regulations include Occupational Safety and Health Regulations, *Consumer Affairs Act 1971* and *Electricity Act 1945*.

Goods collected under a local government recycling scheme are not treated as second hand goods for the purposes of the Pawnbrokers and *Second Hand Dealers Act 1994* and therefore the Tip Shop does not require a licence to sell these goods.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The position required to run the Tip Shop from March-June 2013 is anticipated to be funded from any savings in the 2013/2014 Salaries & Wages Budget and offset by income received through sales over that period. Funding for the position in 2014/15 will need to be included in next year’s budget. A separate income account will be established for the sale of items through the Tip Shop.

STRATEGIC IMPLICATIONS

This item is relevant with the Council’s approved Strategic Community Plan 2012-2022, Corporate Business Plan 2012-2016 and Operational Plan 2013-14.

Our Outcomes:	3b	A sustainable and thriving natural environment.
Our Response:	3.b.1	Explore options to reduce reuse or recycle our waste and minimise our carbon footprint.
Our Programs:	3.b.1.1.7	Progressively implement recycling capabilities.
Our Programs:	3.b.1.1	Manage Waste Services.
Our Services:	3.b.1.1.5	Provide Waste Disposal service to commercial and residential customers through a 7 Mile waste collection facility.
Our Projects	3.b.1.1.7	7 Mile Waste Facility Redevelopment Project – Transfer Station.

RISK MANAGEMENT CONSIDERATIONS

The level of risk associated with the operation of a Tip Shop the project is considered to be low to the Shire in terms of compliance to relevant Legislative requirements.

IMPACT ON CAPACITY

An additional site attendant will be required to operate the Tip Shop as detailed in the Shire’s Workforce Plan.

RELEVANT PRECEDENTS

Council has previously been advised of the waste management planning for the 7 mile waste facility with the implementation of these upgrades recommended in the Shire Operational plan.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT ENDORSE the principles of operation for the Tip Shop and the proposed trading hours and PROPOSE alternative trading hours.

CONCLUSION

The Tip Shop is an integral part of the new 7 Mile transfer Station and will contribute to the WA Waste Strategy landfill diversion targets as well as provide a service to the community. Procedures and conditions of use to ensure safe and efficient operation of the Tip Shop have been detailed in an Operations Manual. An additional resource is required to operate the Tip Shop and this position was approved in Council's Workforce Plan 2013-2018.

OFFICER'S RECOMMENDATION

That Council by **SIMPLE Majority Section 3.18 of the *Local Government Act 1995*** **RESOLVES to ENDORSE the Principles of Operation for the Tip Shop:**

1. **Proposed opening hours 7:30am to 4:00pm Friday – Sunday (excluding Christmas Day, New Years Day and Good Friday). Stock will be prepared for re-sale by Tip Shop attendant each Wednesday & Thursday prior to opening to the public on Fridays.**
2. **Tip shop to be run internally for first 12 months to establish baseline operational data. Once established, opportunities for outsourcing operation to be explored.**
3. **Items shall be sold for a nominal price based on condition, with pricing structure to be determined by the tip shop attendant in collaboration with the Waste Management team. Once determined, prices will be fixed and not subject to negotiation. Benchmarking against pricing at similar Tip Shop operations will be used as a guideline where available.**
4. **Goods are sold without warranty and refunds on purchases will not be provided.**
5. **Any electrical goods will be tested and tagged prior to being offered for sale.**
6. **Petrol powered items such as mowers, blowers and whipper snippers are not tested and are sold on the assumption that they require repair.**
7. **Re-sale items include; household goods, building products, bicycles, sporting goods, BBQs, paint, clothing, tools, machinery, car parts, furniture, kitchen items and general bric-a-brac.**
8. **Items which will not be sold include; Child restraints for motor vehicles, motorcycle helmets, children's cots, baby walkers, prams and gas bottles that are out of date.**

12.2 KARRATHA AIRPORT TERMINAL UPGRADE PROJECT

File No:	TT.89 / TT.98
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Project Manager
Date of Report:	29 November 2013
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	1. Final Design Floor Layout 2. Confidential Detailed Project Budget 3. Confidential Karratha Airport Business Case: Amended Scenarios

PURPOSE

For Council to consider proceeding to tender for construction of the Karratha Airport Terminal Upgrade (KATU) project.

BACKGROUND

At its meeting held on the 18 March 2013 Council by SIMPLE Majority pursuant to section 3.57 of the *Local Government Act 1995* RESOLVES to:

1. ENDORSE the Concept Design for the Karratha Airport Upgrade Project as depicted in drawing as Attachment 1.
2. NOTES the current forecast project costs as prepared by WT Partnership for the project based on the Concept Design is \$32,359,098.
3. DELEGATES Authority to the Chief Executive Officer to negotiate with Sanders Turner Ellick Architects Pty Ltd and WT Partnership Pty Ltd a revised fee structure to apply to any future design works associated with Karratha Terminal Upgrade Project and given that revised fees will be payable due to the scope and value of works having been varied, and execute the next stage of the contracts.
4. CONSIDER a budget allocation of \$1,124,625 to complete the Schematic, Detailed Design and Documentation stage of the project in the 2013/2014 financial year.

Design Development report

Sanders Turner Ellick Architects (STEA) has submitted a Design Development Report which includes the specialist sub consultants input into required services for the project. The Report has been reviewed by the Airport General Manager and the Project Manager and is deemed to meet the requirements of the project.

The Report outlines the approach to design and points to several key design elements. It includes use of materials to provide for flexibility and to permit long term future adaptation to the changing environment without disruption to terminal operations, and with minimum capital expenditure. The main elements outlined include:

Possible Future Expansion

The terminal upgrade is designed with a future expansion in mind, and has been established in such a way as to support the continual growth of the airport without the need to abandon the existing terminal, or to make significant modifications to completed work.

Construction

Construction, material types and structure have been selected to offer the maximum opportunity of modification of internal layouts to suit changed functional requirements whilst being of durable quality.

Ecologically Sustainability

Ecologically sustainable development options to reduce the recurrent energy costs have been investigated and incorporated throughout the project design. Data logging of external and internal energy consumption of the terminal has been undertaken. Given the exceedingly high ambient air temperatures in summer the installation of energy saving options such as pre-cooling of intake air have been incorporated using the data logging as a base.

Clear storey lighting and ventilation is considered in the roof design to facilitate venting of the 100% outside air cycle at appropriate external temperatures and to provide day lighting throughout the terminal. Appropriate shading to all glazing is included.

High efficiency lighting and a stepped switching of lights controlled by the BMS will be utilised. This will reduce lighting levels when the availability of natural light meets pre-set lux levels via photocell readers. This will reduce the electrical consumption during day light hours.

The terminal will be serviced by both Potable and Recycled water. The recently completed hydraulics upgrade project provides a continuous supply of recycled water which will be reticulated into the new W.C and urinals to reduce the consumption of potable water. This will have a cost saving and an environmental benefit to the airport.

Check In Area

The scope of works has been extended to include a refurbishment of the existing check-in area. The works will now include the replacement of flooring & ceiling finishes and general decoration to all areas. This will provide an aesthetic consistency of finishes to the complete airport interior. The surface mounted ductwork will be relocated behind a bulkhead and the use of jet throws will be used to circulate the chilled air. The front façade of the check-in area will be extended outwards to be located adjacent to the existing column line. This will create better circulation to the check-in area and gain floor space in excess of 110m²

Concept Plan to Detailed Design, Changes

The design process has seen the Endorsed Concept Plan develop through the Schematic & Detailed design stages whilst being challenged and reviewed at each stage to ensure the layout is both cost effective and meeting the design brief and Client / Stakeholder requirements.

The significant changes from Concept to Final layout can be summarised as:

- Baggage Makeup layout:
Consultation with both baggage handling companies identified various design issues that had the potential to cause operational restriction with the forecast increased passenger numbers.

- **Fire Compartmentation:**
The design process highlighted the need to segregate the current check-in area from the West end of the main terminal to be complaint. The introduction of automatically operated full height fire doors have been designed to meet this requirement.
- **Re-configured International Swing Lounge:**
The complete area of the swing lounge has been redesigned to achieve an area that now has a dual function. It can provide a private serviced space suitable for conferencing purposes when not in international operations mode.
- **Boarder Agency Facilities:**
Following direct discussion and correspondence with the various Boarder Agencies the proposed facilities have been reworked to accommodate a layout that meets the minimum requirements for international operations. This can be expanded upon if the requirement for international flights increases. The layout has been designed based on a one / two flights a week scenario.
- **First Floor Lounges:**
The first floor area has increased by approximately double. The rationale behind the increase being that the cost and opportunity to expand in the future would prove too problematic and the anticipated cost would not reflect the value of return.
- **Baggage Reclaim:**
The configuration of the baggage reclaim belts has been redesigned to achieve a single belt offering two peninsulas. This allows for collection of baggage to domestic passengers whilst the international arrivals are serviced from a dedicated reclaim device located within the security immigration zone. The layout now provides the ability to service three arrivals simultaneously to individually dedicated peninsulas.

The Final Design floor plan for the redevelopment of the KATU is submitted as Attach 1.

The detailed developed design was presented to the Project Reference Group and invited guests by the architect and appointed sub-consultants. This was a means of providing an opportunity to value engineer and fully understand the rationale behind the design and the new systems to be incorporated prior to full documentation. Various feedback was provided and incorporated into the design for full documentation. Following this consultation process the Client signed off on the design.

The KATU project has considered two forward works packages essential to the success of the project, these have been identified as:

- Relocation of the Karratha Airport Management Office
- Procurement of the Baggage Handling Systems

The first package, the Relocation of the Karratha Airport Management Office was offered for tender in August 2013. The works were successfully completed on 15 October 2013 and the relocation of the Shire staff followed. The new location provides office accommodation for 13 staff, two meeting rooms and a kitchenette.

The second package is procurement of the baggage handling system (BHS). Following discussions with various BHS suppliers it was recognised that due to the long lead time required to design, develop, manufacture and supply a new BHS the timing for the anticipated installation dates would be exceeded. The replacement of one reclaim carousel being a critical early works item in the construction program. The intent being to call tenders

for the supply and installation of a BHS before the calling tenders for the construction of the main terminal upgrade. The successful BHS supplier will be engaged by Council to design, develop, manufacture and supply the system. The contract will then be novated to the main contractor on award of the construction tender to enable full coordination of the installation and responsibility for the complete works as one package.

Staging Plans

Under the current contractual requirements with the architect, staging plans for the construction works are required to be documented and issued as part of the Tender documents. To assist in this matter and to have an independent view point into the buildability of the project an experienced builder was engaged as a direct consultant to the project team. The adopted staging plans were developed as a joint venture between STEA and the consultant builder.

The consultant builder was able to advise and document a proposed construction sequence and time frame to be allowed for in the actual construction works. This information is critical to the process of applying to the Office of Transport and Security to establish airside construction areas called Special Event Zones (SEZ).

Special Event Zones (SEZ)

The Stage Plans form the basis for the application to the Office of Transport & Security (OTS) to request a redefining of areas of land currently designated as airside to allow for normal construction activities to be undertaken and be exempt from aviation security requirements. The construction works will be carried out in areas classified as SEZ. The application process is underway with regular discussion to advise and clarify the mitigating strategies that will be implemented during the construction phase to maintain a compliant and secure airside area.

The staging plans will be issued as a guiding document to prospective Tenderers on the basis that the sequencing of works and the areas required to undertake the works will be subject to approval by the Office of Transport & Security. The Staging Plans will heavily influence the construction sequence, whilst the establishing of the SEZ will be predefined responsibility to sequence and construct the works within the approved areas will be carried by the Tenderer.

Future Proofing

IATA Airport Development Reference Manual rates levels of service for airport terminals from A to F. Common practice for regional domestic airport terminals in Australia is to adopt level C from the IATA Level of Service framework which is described as follows: "Good level of service. Conditions of stable flow, acceptable delays and good levels of comfort."

In general the upgraded terminal is designed to be likely to be adequate to accommodate approximately 1.4 million passengers per annum (mppa) at IATA Level of Service C to 1.6 mppa at Level of Service D or below. In the assumed high-growth scenario (5.5% passenger growth p.a.) this is likely to provide sufficient capacity for the next 5 to 8 years. In the assumed medium growth scenario (4% passenger growth p.a.), the terminal may provide sufficient capacity for approximately the next 10 to 15 years.

Project Timetable

The current project timetable has been agreed and issued to the Project Architect for the next stage of the project summarised in the following table:

Event	Completion
Full Documentation	25 November 2013
Pre-Tender Cost Estimate	6 December 2013
Preparation of Tender Documentation	10 December 2013
Council Meeting – To call Tenders	16 December
Advertise Tender (via Tenderlink)	4 January 2014
Close Tenders	26 February 2014
Evaluation Process	10 March 2014
Council Meeting – Award of Tender	17 March 2014
Construction Commencement	1 April 2014
Construction Completion	1 June 2015

Procurement Options

At the July 2012 Council Meeting, resolved via Resolution 152160, in part; ENDORSES the utilisation of AS4000-1997 General conditions of contract for the KATU project and APPOINTS Mr Sean Isaac Shields, Project Manager as Superintendent.

The procurement method determined for the project is a Construct Only procurement, to be tendered on the design documentation developed by the Project Architect and managed under AS4000.

LEVEL OF SIGNIFICANCE

In the context of Council Policy CE-8 Significant Decision Making Policy, the significance of this project is considered to be of high importance. The airport is considered to be a significant Shire asset and a gateway to industry development and diversification. High growth in passenger numbers in recent years has placed considerable pressure on the functionality of the terminal building. The project allows for further growth in passenger numbers and consideration to international operations to accommodate the City of North Plan aspirations of the Shire.

COUNCILLOR/OFFICER CONSULTATION

A Project Reference Group (PRG) has been established to have overview of all aspects of the design and documentation and the construction process.

The PRG has been pivotal in the feedback and review process of the project to date. The architect has twice been invited to present the various stages of development to the PRG assisted by the sub-consultants. This has given a clear understanding of the functionality of the design as well as the architectural layout. The PRG feedback has guided the design to be a more user friendly facility whilst considering the life cycle cost of the building.

The PRG reports to Council through the Airport Advisory Group who are briefed bimonthly on the status of the project. In addition the newly elected Council were briefed on the project on the 14 November 2103.

COMMUNITY CONSULTATION

Community consultation has taken place throughout the design process including stakeholder workshops with existing tenants and general community.

A detailed project Communications Plan has been developed through the PRG that provides for future communication to all relevant stakeholders throughout the life of the project.

Tenant Consultative Group

A Tenant Consultative Group representing the stakeholders within the Terminal and Airport has been established. This group has had iterations of the plans for review at key stages of the design.

STATUTORY IMPLICATIONS

Tenders are to be called in accordance with Section 3.57 of the *Local Government Act 1995* which states that a local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.

POLICY IMPLICATIONS

Council Policy CS-12 Public Art Policy:

An allocation of funds for public art is to be included within each new Development or Re-development of a Council capital works project, of a size valued above \$1M.

Up to 2% of the intended construction cost of each Council capital works project (valued at \$1 million or more) will be allocated to public art. These funds are to be incorporated by Council in the Project budget and primarily used for the specific artistic component of the Project (see Public Art Management Procedure for further detail including provision for coordination, installation etc.).

Currently 1% of the projected construction costs have been allocated to public art.

Council Policy CE13 – Tender Evaluation

Where the tendered amount is expected to be in excess of \$1M ex-GST, then the invite for tender, scope of works and the evaluation criteria need to be put to Council for determination.

The proposed evaluation criteria has been prepared to be consistent with this policy and includes;

Relevant Experience	20%
Capacity to Deliver	20%
Demonstrated Understanding	20%
Price	40%

Due to the value of the proposed works being in excess of \$1m Council is required to endorse this selection criteria.

FINANCIAL IMPLICATIONS

Based on the documented design details provided by appointed project Architect STEA, and with the assistance of appointed Quantity Surveyors WT Partnership, the KATU Project Budget has been revised to \$34,459,352. This is comprised of:

- \$27,060,954 Pre-tender Construction estimate incorporating, preliminaries, design contingencies, escalation costs and location loading.
- \$5,140,655 Project Costs including, construction contingencies, consultant fees, approved forward works and compliance costs
- \$2,257,743 Direct Project Costs including; public art and direct (internal) project and administration management costs

The project is proposed to be funded by the Aerodrome Reserve and loans. Details of the budget breakdown are contained in the attachment: Confidential – Detailed Project Budget.

The Airport Development Business Plan (ADBP) was adopted by Council, subject to public consultation, at the August 2013 Ordinary Council Meeting (Resolution number 152595). No submissions were received during the consultation process, and the ADBP is now proposed to be adopted.

Since this time Council Officers have been monitoring airport movements at Karratha Airport as they are critical in forming the basis to the assumptions contained with the ADBP. In recent times it is noted that there has been a softening in passenger numbers which has necessitated proposed amendments to the assumptions underpinning the basis of the ADBP. This review and revised assumptions are detailed in the attachment Confidential – Karratha Airport Business Case: Amended. In summary four scenarios have been modelled for this report:

Scenario 1: the historical model without changes: including an anticipated passenger growth of 5.5%.

In addition three new scenarios have been prepared based on a softening of passenger numbers at a flat rate for the next 10 years. These scenarios also take into account:

- Actual Airport Reserve balance of \$13M as at 1 July 2013.
- Removal or deferral of other capital projects in the instance of no growth of, or reduction in passenger numbers.

Scenario 2: this scenario has softening passenger growth of -1.6% which represents the recent year on year adjustment. Going forward the passenger growth rate has been calculated as 0% growth (flat) until 2022/23. No fee increases are included during the project years till 2015/2016, after which CPI of 2.8% has been factored in going forward from 2015/16

Scenario 3: in addition to the fees and CPI assumptions of scenario 2, this scenario considers a forced reduction of passenger numbers to 650,000 by 2022/23 and reduction in revenue for concession, lounges and car booths in the terminal.

Scenario 4: provides what is arguably the worst case model in that it accelerates the reduction of passenger numbers to 650,000 in three years (2015/16). All other Capex and Opex reductions included in scenarios 2 and 3 have also been encompassed in this scenario.

For the purposes of adopting the Karratha ADBP and agreeing to progress to tenders for the KATU, Council Officers are recommending that the assumptions in the underpinning Scenario 2 are endorsed. The key assumptions include 1.6% reduction in passenger numbers commencing 2013/14, flat passenger growth until 2022/23, no increase in fees until 2015/16, CPI increases post 2015/16 of 2.8%, removal or deferral of selected capital projects and the KATU being primarily funded by aerodrome reserve. These changes to the original model result in reduced loan funds of up to \$5M for a term of less than 5 years.

Current Budget

The current 2013/14 project budget is \$1,374,625. This includes an amendment adopted by Council in August (Resolution 152596) of \$151,172 for the relocation of the Shire Airport Office. An additional 2013/14 budget amendment is anticipated following completion of the tender process for the BHS and the construction. At this time the budget amendment will be submitted to Council for adoption with the recommendation to award the tender. The remaining project budget for 2014/15 and 2015/16 will be considered in the annual budget process.

STRATEGIC IMPLICATIONS

This item is relevant with the Shire's approved Strategic Community Plan 2012 - 2022 and Corporate Business Plan 2012 - 2016. In particular the Operational Plan 2012-2013 provides for this activity:

Our Program:	1.a.2.2	Operate Karratha Airport to achieve a Commercial Outcome.
Our Services:	1.a.2.2.1	Provide facilities and terminal accommodation for anticipated passenger densities to service out community and customers.
Project:		Commence Planning Karratha Airport Terminal Redevelopment.

RISK MANAGEMENT CONSIDERATIONS

Provision of the Baggage Handling System (BHS) is integral to the project construction schedule. In order to have the system available for installation at the appropriate time it is necessary to order the item prior to awarding the construction contract. For this reason the contract will be split into purchase (contract direct with Council) and installation. The installation part of the contract will be novated to the appointed construction contractor.

The Project Reference Group has developed a Project Risk Register for this project which is reviewed on a monthly basis by the group.

The Project Architect will also have a key role in managing the risk register throughout the project lifecycle.

IMPACT ON CAPACITY

Karratha Airport, and specifically the airport terminal will remain operational throughout the project. The basis for the detailed planning of the Terminal Upgrade has been to minimise the impact and potential disruption to normal operations as the key priority. The works have been staged to allow the airport to maintain a normal service whilst the construction can proceed within the anticipated programmed time frames.

The staging of the works has been a joint venture between the Shire appointed consulting builder, the architect and stakeholders. The consideration and understanding of the needs of each major stakeholder have been incorporated into the staging. The Airport General Manager and management staff have been consulted and have provided input into the stage plans. All comments have been considered and where appropriate amendments have been made to ensure that operations are maintained and as normal a service as possible is offered.

The intent behind the construction staging plan is to keep the number of changes to passenger flows to a minimum and the duration of the changes to as long a period as possible, this will create an environment that is recognisable to regular passengers as they move through the airport.

The decommissioning of existing services, facilities and the catering outlet will require the project to plan for temporary replacement services. These have been considered and either designed into the project for the main contractor to manage, e.g. temporary toileting and air conditioning, or to be provided by licence agreements directly with the airport, e.g. temporary static catering facilities. The intent of these works is to provide as close as possible to a like for like service during the works and the placement of the service to be maintained in the same location until the new services are available. The impact and disruption to passengers is seen to be adequately managed in the staging plans and have been accepted by the management team.

Having regard to the complexity of the project, there will be considerable pressures placed particularly on Airport staff and Strategic Projects staff.

The scope calls for the Terminal to be operational 24/7 despite the upgrade and extensions taking place. The issues which have been considered to be the key areas to maintain and manage include:

- Maintaining Airport compliance
- Security
- Aborted works
- General disruption to passenger comfort
- Construction noise
- External Communications and Consultation

It is inevitable that additional work loads will be placed on the airport staff during the construction phase of such a major project. Regular and detailed programs of works will be issued to the Airport General Manager and the Airport Coordination team to give prior notice of the pending works and to advice on what preventative measures can be taken to minimise the impact to each of the impacted areas of operation. This line of regular and detailed communication is seen to be required to minimise the potential for issues arising that may cause inconvenience to passengers.

In addition a communication plan has been implemented to assist coordination between the project team and the airport staff. The plan includes based on a RACI which pre-plans a matrix responsibility, accountability, consultation and how people are informed.

Airport staff and the Project Manager will be required to liaise carefully at all times to minimise and issues that might occur. The Project Manager will then work with the Project Design team and Contractor to mitigate issues. It can be assumed that the Project Manager will have to spend a substantial amount of time on site participating in the resolution of issues as they emerge. Strategic Projects support staff will also be called upon to ensure all contractual records are maintained accurately and as up to date as possible.

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:

Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to NOT AGREE to call tenders for the construction of the Karratha Airport Terminal Upgrade Project at this time.

CONCLUSION

The final design has been submitted and the design achieves the objective that the project set out to achieve which include:

- Addressing identified shortfalls and operational issues experienced now within the existing terminal building;
- Delivering improved amenity, look and feel;
- Providing new facilities based largely on reconfiguring the exiting terminal footprint;
- Affording international operations capability;
- Adding a first floor to create new airline lounge(s) for the terminal; and
- Ecologically sustainable development options included to reduce the recurrent energy costs

The significant changes from Concept to Final included detailed development of:

- Baggage Makeup layout;
- Fire Compartmentation;
- Re-configured International Swing Lounge;
- Boarder Agency Facilities;
- First Floor Lounges; and
- Baggage Reclaim.

The final design as attached, maintains possible future expansion options.

The cost manager has submitted a pre tender estimate of \$27,060,954. The detailed project budget has been prepared at a cost of \$34,459,352.

In order to proceed, Council is required to consider the budget implications for the project and resolve to proceed to tender for the KATU.

OFFICER'S RECOMMENDATION

1. That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to:
 - (a) AGREE to call tenders for construction of the Karratha Airport Terminal Upgrade (KATU) Project;
 - (b) ENDORSE the tender selection criteria as follows;

Relevant Experience	20%
Capacity to Deliver	20%
Demonstrated Understanding	20%
Price	40%
 - (c) NOTE the forward works package for the Baggage Handling System was tendered 27 November 2013 and a report is anticipated to be presented at the January 2014 to consider submissions.

2. That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to:
 - (a) NOTE the pre-tender estimate of \$27,060,954 provided by WT Partnership based on the detailed design and documentation;
 - (b) ADOPT the Project Budget of \$34,459,352 which includes all Fees and Shire direct costs to deliver the project; and
 - (c) AGREE to execute the next stage of the appointed architects Sanders Turner Ellick Architects Pty Ltd (STEA) and cost manager WT Partnership contracts; and
 - (d) NOTE that a budget amendment to the 2013/14 Financial Year will be required upon appointment of the successful contractor. This increase in capital budget expenditure will be funded from the Aerodrome Reserve.

3. That Council by SIMPLE Majority pursuant to Section 3.59 of the *Local Government Act 1995* RESOLVES to ADOPT the Karratha Airport Business Case 2013-2023 and the associated assumptions with the following amendments:
 - 1.6% reduction in passenger numbers commencing 2013/14;
 - flat passenger growth until 2022/23;
 - no increase in fees until 2015/16;
 - CPI increases post 2015/16 of 2.8%;
 - removal or deferral of selected capital projects; and
 - the KATU Project being funded primarily by Aerodrome Reserve in 2014/15 and 2015/16 resulting in reduced loan funds of up to \$5M for a term of less than 5 years.

12.3 KARRATHA AIRPORT REQUEST FOR TENDER FOR LICENCE TO OPERATE TEMPORARY CATERING FACILITIES

File No:	TT.410
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Airport Commercial Coordinator
Date of Report:	26 November 2013
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To seek Council's consideration of a proposal to call for Tenders to provide and operate two (2) temporary catering facilities throughout the period of the Karratha Airport Terminal upgrade under Licence Agreements with the proponents.

BACKGROUND

The upgrade of the Karratha Airport Terminal is part of an integrated redevelopment strategy for Karratha Airport previously considered by Council at the June 2013 Council Meeting, and consistent with the 2013-2033 Airport Master Plan and Land Use Plan.

Throughout the staged upgrade, provision will be made for up to two (2) temporary catering services providing non-conflicting food and beverage offerings. These facilities will be operated outside of the secure or sterile area in the publicly accessible area of the existing terminal.

Currently there is one licenced food and beverage facility, the Tien Tsin Inne (TTI) Café and Bar at Karratha Airport, which is owned and operated by the Shire of Roebourne. The TTI offers a limited range of ready to serve foods, beverages and a bar service restricted to mid-strength alcohol under a Special Facility Licence.

The proposed Tender is aimed at identifying suitable proponents to provide and operate these two temporary food and beverage catering facilities.

Note: Due to the licencing requirements it is not currently proposed to offer a bar service during the term of the Licence Agreements. Therefore there will be no alcohol available for purchase at the airport for a period during the Karratha Airport Terminal upgrade and until the new concessions (bar and possibly café) open for business.

The Scope of the Licence Agreement is proposed to include:

- Successful proponent(s) to provide own temporary catering food and beverage services from their demountable/catering van arrangement that they will provide;
- Catering facility must remain in situ for the duration of the Licence Agreement;
- Catering facility must contain both a food preparation and servery area, compliant with Shire guidelines relating to Registration of a Food Premises;
- Operating hours to align with arriving and departing passengers/flights;
- Grease trap or waste arrestor to be fitted by proponent(s) if required;

- Proponent(s) to provide cyclone tie-downs to comply with Shire guidelines;
- Shire of Roebourne / Karratha Airport will provide tables and chairs in an area adjacent to the location of the proponent(s) facility.
- Proponent(s) responsible for clearing and cleaning tables, emptying rubbish bins and stacking furniture for cleaning within the catering area;
- Shire of Roebourne / Karratha Airport will provide access to water, power and drainage and include these utilities within any rental amount recovered from the proponent(s).

To assess the Tender, the following evaluation criteria is proposed:

	Criteria	Weighting
1.	Consideration Offered	20%
2.	Sustainability, quality and relevance of the brand/offer	20%
3.	Quality and relevance of the demountable/catering van arrangement and service delivery methodology	20%
4.	Evidence of financial capability	20%
5.	Demonstrated experience in a relevant food and beverage or retail outlet(s)	20%

While the above table sets a range of evaluation criteria, the key driver for the Shire is to ensure passengers have the availability of food and beverage services during (and for the life of) the Karratha Terminal project. The Tender Assessment Panel’s key goal is therefore to make sure the successful proponent(s) provide a quality service to the best of their ability given they will be operating in an active renovation project site, which has determined why the weighting has been set at equal scales for all aspects of the offer.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CE-8 Significant Decision Making Policy, this matter is considered to be of high significance in terms of Council’s potential to enter into partnership with the private sector to carry out significant activities at the Karratha Airport.

COUNCILLOR/OFFICER CONSULTATION

The Tender Assessment Panel to include:

- Airport General Manager
- Airport Commercial Coordinator
- Tien Tsin Inne Supervisor

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

The proposed Licence will be required to comply with the *Local Government Act (1995)*, Section 3.58 Disposal of Property and under the management order for the site, it is a requirement that all licences are endorsed by the Minister of Lands. Advertising to dispose of the property is required.

POLICY IMPLICATIONS

Policy CE-13 Tender Evaluation criteria is applicable. Proposed criteria is not consistent with the policy and hence requires Council consideration. The proposed criteria is designed to assess capable organisations to delivery quality service and commercial outcomes to the airport.

FINANCIAL IMPLICATIONS

In responding to the Tender, proponent(s) will be requested to provide surety to Council in the form of a Bond. This will provide a guarantee from the tenant to ensure they remain on site throughout the period of the redevelopment and avoid vendors removing their demountable/catering van arrangements during events such as FeNaCING. This Bond arrangement would be captured in the form of a lump sum pre-payment or Bank Guarantee.

To facilitate this, it is proposed to charge proponent(s) rent in advance. In accordance with the current staging, the term for the temporary catering would be a minimum of 34 weeks – with the potential to increase or decrease the length of their opportunity to operate under the licence being dependent on the building works programme.

STRATEGIC IMPLICATIONS

The Concession spaces to be operated are integral to the immediate foreseeable Terminal Upgrade.

This item is relevant with the Council's approved Strategic Community Plan 2012-2022 and Corporate Business Plan 2012-2016. In particular the Operational Plan 2013-2014 provided for this activity:

Our Program:	1.a.2.2	Operate Karratha Airport to achieve a Commercial outcome.
Our Services:	1.a.2.3	Provide strategic planning for the Airport

RISK MANAGEMENT CONSIDERATIONS

The bond arrangements recommended above have been devised to mitigate the possibility of a non-continuous food and beverage service at the airport.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council has previously endorsed a similar selection criteria at the November 2013 OCM for the Lease of Concession spaces in the upgraded Karratha Airport Terminal.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officers recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.58 of the *Local Government Act 1995* RESOLVES NOT to ENDORSE the calling of Tenders to provide and operate two (2) temporary catering facilities throughout the period of the Karratha Airport Terminal upgrade under Licence Agreements with the proponents.

CONCLUSION

A Tender for operating the two (2) temporary catering facilities throughout the upgrade of the Karratha Airport Terminal under Licence Agreement will enable consistency of service provision for Shire residents and the travelling public.

A Bond will be secured to provide surety to the Shire that the proponents will fulfil the terms of the Licence Agreement.

If endorsed, recommendations arising from the assessment of submissions received will be presented to Council seeking approval for Tender.

OFFICERS RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 3.58 of the *Local Government Act, 1995* RESOLVES to:

1. **ENDORSE** the calling of Tenders to provide and operate two (2) temporary catering facilities throughout the period of the Karratha Airport Terminal upgrade under Licence Agreements with the proponents;
2. **APPROVE** the retention of a Bond to secure tenancy; and
3. **ENDORSE** the Tender Selection Criteria as follows:

	Criteria	Weighting
1.	Consideration Offered	20%
2.	Sustainability, quality and relevance of the brand/offer	20%
3.	Quality and relevance of the demountable/catering van arrangement and service delivery methodology	20%
4.	Evidence of financial capability	20%
5.	Demonstrated experience in a relevant food and beverage or retail outlet(s)	20%

12.4 DAMPIER HIGHWAY PEDESTRIAN CROSSING UPDATE

File No:	CR.16 / NCR7971
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Director Strategic Projects & Infrastructure
Date of Report:	1 November 2013
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s)	Letter to the Minister

PURPOSE

To provide a further update to Council on the status of the Dampier Highway crossing adjacent to the Karratha Senior High School.

BACKGROUND

In February 2013 Council was presented with a report prepared for Main Roads Western Australia (MRWA) to review the pedestrian crossings on Dampier Highway at the roundabout with Broadhurst Road.

Various pedestrian crossing options were considered and included:

- (a) Relocation of the crossing points further from the roundabout
 - Reduced confusion for pedestrians caused by vehicles approaching from multiple directions and whether they are exiting or continuing around the roundabout.
 - Can be applied to both sides of the roundabout.
 - Relatively low cost.
- (b) Zebra Crossing
 - Unsuitable due to the multiple lane approaches and high speeds.
- (c) Signalised Midblock Pedestrian Crossing
 - May satisfy the MRWA warrants based on crossing movements and traffic volumes, particularly outside a school.
 - Risk that some vehicles may fail to stop when pedestrians are crossing.
 - Difficult to encourage students to cross at one location on the highway.
 - Disruptive to through traffic movements on the highway.
 - High cost.
- (d) Signalised Intersection Crossings
 - Safe crossings on all intersecting roads.
 - Very high cost but may be required in the future to replace the roundabout following increased traffic growth.
- (e) Warden Controlled Children's Crossing
 - May satisfy the warrants based on crossing movements and traffic volumes.
 - Difficult to encourage students to cross at one location on the highway.
 - Relatively low cost.

- (f) Overpass or Underpass
- Difficult to encourage students to cross at one location on the highway.
 - May not be used due to the extra walking distance.
 - Security issues with an underpass.
 - Extremely high cost.

Options (c), (d), (e) and (f) described above were to be considered if problems are identified.

The MRWA recommendations adopted and subsequently implemented were to:

- (a) Relocate the pedestrian crossings on the highway to approximately 45 metres from the outer circulatory lanes from the highway and delete the old crossings.
- (b) Connect the pedestrian crossings with the internal paths for the Karratha High School and Karratha Leisure Complex and the future shared path along the northern side of the highway. Locate the paths to conform to the pedestrian desire lines and to minimise vehicular conflicts.
- (c) Closely monitor pedestrian safety at the crossings.

At the October Meeting, Council resolved to:

1. ADVISE the State Government that current traffic arrangements at the intersection of Broadhurst Way and Dampier Highway are unacceptable;
2. NOTE that further data collection and analysis is being undertaken; and
3. REQUEST a further report for the November 2013 Ordinary Council meeting.

A letter was sent on 12 November 2013 from the Shire President to the Hon Minister for Transport Troy Buswell. A copy is attached for reference. To date no response has been provided.

MRWA Traffic Branch have confirmed their advice that they believe that a guard controlled crossing is the most effective level of protection for children crossing Dampier Highway crossing adjacent to the Karratha Senior High School.

To facilitate this outcome MRWA Pilbara Regional Office have now completed the video survey and are collating the statistics on pedestrian and vehicle movements. This information is being used to complete the WA Police (WAPOL) application for a Type A Traffic Warden controlled crossing.

Once the application is finalised and endorsed by the Shire the application will be submitted by the School to the School Crossing and Road Safety Committee, administered by WAPOL for assessment. The assessment process will likely involve a review of all pedestrian crossings across Dampier Highway and may result in further developments or modifications to the pedestrian crossings being recommended.

Following the review by the School Crossing and Road Safety Committee, either a Type A or Type B crossing may be offered. When student numbers and traffic volumes are high, a Traffic Warden is appointed (Type A). When student numbers and traffic volumes are considered 'not abnormal', a crossing that utilises a volunteer warden is offered (Type B). It is suggested that this crossing warrants a Type A outcome which additionally has Main

Roads WA install crossing pavement markings, appropriate advance warning signs and red and white bollards at the crossing.

Should approval be granted to a Type A crossing, MRWA Regional Office also propose the installation of wig wag flashing signals that would be activated by the Traffic Warden to further highlight the pedestrian crossing.

As an interim step and until such time as this development can be assessed and approved, MRWA have installed 2 variable message signs on Dampier Highway for the remainder of the 2013 school year.

Future Developments

Now that the data has been collected the Shire and MRWA Pilbara Regional Office propose to study the options for future development. The first step will be to assess the traffic data from the video survey and produce a SIDRA analysis for consideration of the need or otherwise for traffic signals. SIDRA is used for intersection (junction) and network capacity, level of service and performance analysis of traffic design, operations and to assist future planning.

LEVEL OF SIGNIFICANCE

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

COUNCILLOR/OFFICER CONSULTATION

Council has been presented with progress updates at its February and October 2013 Ordinary meetings.

COMMUNITY CONSULTATION

Consultation has taken place between the KSHS and MRWA and Shire Officers.

STATUTORY IMPLICATIONS

There are no statutory implications.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications.

STRATEGIC IMPLICATIONS

There are no strategic implications.

RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be high to the Shire in terms of reputation to be seen to facilitating progress on community safety concerns being raised.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to PURSUE a further course of action to escalate this issue to that advocated by MRWA.

CONCLUSION

Traffic data has now been collated and will be utilised to assist an application progressing for a Type A Traffic Warden and associated infrastructure to be afforded at the Dampier Highway and Broadhurst road intersection.

Further to this, MRWA are to commence SIDRA analysis utilising the data collected for consideration of the need or otherwise for traffic signals.

OFFICER'S RECOMMENDATION

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to SUPPORT the actions of Main Roads Western Australia (MRWA) to address community concerns pertaining to pedestrian and cyclist crossings at the intersection of Dampier Highway and Broadhurst Road including appointment of:

1. Type A Traffic Warden crossing; and
2. Additional wig wag lighting being installed.

13 ITEMS FOR INFORMATION ONLY

Responsible Officer: Chief Executive Officer

Reporting Author: Minute Secretary

Disclosure of Interest: Nil

PURPOSE

To advise Council of the information items for November 2013.

VOTING REQUIREMENTS

Simple

RECOMMENDATION

That Council note the following information items:

- **13.1 Shire President's Mail**
- **13.2 Register of Documents Stamped with the Shire's Common Seal**
- **13.3 Tabled Correspondence**
- **13.4 Non-Statutory Donations**
- **13.5 Building Statistics**
- **13.6 Planning Decisions Issued**
- **13.7 Joint Development Assessment Panel Applications**
- **13.8 Ranger Statistics**
- **13.9 Environmental Health Statistics**
- **13.10 Waste Services Data**
- **13.11 Reduction of speed limit on Bayly Avenue**
- **13.12 Shire of Roebourne Youth Services Delivery Update**

13.1 SHIRE PRESIDENT’S MAIL

Responsible Officer: Chief Executive Officer

Reporting Author: EA to CEO & Shire President

Disclosure of Interest: Nil

PURPOSE

To advise Council of the incoming correspondence for the Shire President

Date	From	Subject Details
06/11/2013	Lord Mayor's Distress Relief Fund	Remind council of the importance of fire breaks and fire control in general - clearance of vegetation and rubbish around the exterior of property - lord mayor's distress relief fund can offer financial support for all Western Australians who experience personal hardship and distress arising from a confirmed natural disaster
21/11/2013	Karratha Visitor Centre	Tourism meeting - propose a quarterly meeting of the aforementioned people - (Geoff Harris, Cr Peter Long, Karratha and Roebourne visitor centre's chair persons, Ruth Ellis and Barry Bazz) to discuss overlapping areas and dialog to map out a joint direction for visitor servicing with the shire of Roebourne - Karratha Visitor Centre
28/11/2013	Minister for local government & community services, seniors and volunteering, youth	Congratulations on election - local government is a network of committed and passionate individuals dedicated to building better communities - use of website resources - opportunities for training - minister for local government & community services, seniors and volunteering, youth (individual letter for Fiona White-Hartig, Evette Smeathers)
28/11/2013	Member for the Mining and Pastoral Region	Congratulations on election - best wishes for the future - member for the mining and pastoral region - (individual letters for Geoff Harris, Evette Smeathers, Nerida Kickett, Peter Long, Robin Vanderberg, John Lally, David Hipworth, Fiona Hartig-White)

**13.2 REGISTER OF DOCUMENTS STAMPED WITH THE SHIRE OF ROEBOURNE
COMMON SEAL****Responsible Officer: Chief Executive Officer****Reporting Author: EA to CEO & Shire President****Disclosure of Interest: Nil**

PURPOSE

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

DATE	DOCUMENT
18/11/2013	Net Lease of Part of the Karratha Leisureplex between the Shire of Roebourne (Landlord) and Karratha and Districts Chamber of Commerce and Industry (Inc) (Tenant)
19/11/2013	Surrender of Lease Agreement 2013 between the Shire of Roebourne (Lessor) and the Karratha Districts and Tourist Information Centre Incorporated (the Lessee)

13.3 TABLED CORRESPONDENCE

Responsible Officer: Chief Executive Officer

Reporting Author: EA to CEO & Shire President

Disclosure of Interest: Nil

PURPOSE

To advise Council of the tabled correspondence.

Date	From	Subject Details
01/11/2013	Karratha volunteer fire & rescue service	Advising that the Karratha Volunteer Fire and Rescue is planning to construct a large children's play equipment set at the rear of their station; due to space constraints a large tree will need to be removed which will eliminate the shade; with the recent demolition of the Karratha Aquatic Centre the brigade has been advised that several sets of shade poles have been set aside for disposal; request for these poles to be donated to the brigade.
04/11/2013	Australian Local Government Association	Regarding the constitutional recognition campaign - report on the issue of constitutional recognition and advising that the government has agreed to allow the Australian Local Government Association (alga) to use the federal funding provided for the referendum campaign to reimburse local government the costs incurred in the campaign, prior to the referendum being cancelled.
15/11/2013	Baynton West Primary School	Seeking donation of \$100.00 to go towards prizes / awards for the Baynton West primary school inaugural end of year concert to be held on the 12/12/2013.
21/11/2013	Department of Education	Department of Education response re Shire of Roebourne development plans for Karratha. Details provided to the Department of Education concerning Pilbara underground power project (PUPP), Karratha Entertainment Centre (KEC) demolition, revitalisation structure plans for Bulgarra, Millars Well and Pegs Creek, Roebourne pool and the oval maintenance agreement.
25/11/2013	Mount Isa City Council	Reform of Northern Australia zone allowance - produce a white paper on northern development - huge petition which will demand attention to have the case heard inadequate zone allowances - attached copy of the petition is enclosed - Mount Isa City Council.

13.4 NON STATUTORY DONATIONS FOR PERIOD ENDING 30 NOVEMBER 2013

File No: NOV13
Responsible Officer: Director Corporate Services
Author Name: Management Accountant
Date of Report: 28 November 2013
Disclosure of Interest: Nil

PURPOSE

To provide Council with a summary of Non Statutory Donations made during the specified period. The original budget amounts for 2013/14 were adopted in Council Res No. 152557 Municipal Fund Budget 2013/14.

Shire of Roebourne	<u>Current Budget</u>	<u>Actual YTD</u>	<u>Funds Remaining</u>
Non Statutory Donations	\$	\$	\$
For the Period Ending 30 November 2013			
Contribution - Dampier Community Assoc	\$ 100,000	\$ 23,536	\$ 76,464
Contribution - Pt Samson Community Assoc	\$ 100,000	\$ 30,000	\$ 70,000
Contribution - Roebourne Advisory Group	\$ 100,000	\$ 17,035	\$ 82,965
Contribution - Wickham Community Assoc	\$ 100,000	\$ -	\$ 100,000
Contribution - Karratha Community Assoc	\$ -	\$ 11,441	-\$ 11,441
Ex Gratia Contribution - Dampier Community Assoc	\$ 100,000	\$ -	\$ 100,000
Ex Gratia Contribution - Wickham Community Assoc	\$ 250,000	\$ 75,000	\$ 175,000
Ex Gratia Contribution - Roebourne Advisory Group	\$ 125,000	\$ -	\$ 125,000
Ex Gratia Contribution - Pt Samson Community Assoc	\$ 125,000	\$ -	\$ 125,000
Karratha Dampier Lions Club - Fenacldg	\$ -	\$ 17,076	-\$ 17,076
Nor West Jockey Club	\$ -	\$ 2,188	-\$ 2,188
Pilbara Multicultural Assoc	\$ 10,000	\$ -	\$ 10,000
The Salvation Army	\$ 13,000	\$ 3,975	\$ 9,025
St John'S Ambulance (Roebourne)	\$ 15,000	\$ 1,717	\$ 13,283
School Awards	\$ 2,000	\$ 150	\$ 1,850
Christmas Lights Competition	\$ 2,000	\$ -	\$ 2,000
Walkington Awards	\$ 5,500	\$ 5,145	\$ 355
Community And Youth Training Services Inc.	\$ 43,800	\$ 10,950	\$ 32,850
David Wirrpanda Foundation	\$ 25,000	\$ -	\$ 25,000
Karratha Bikers Association	\$ 1,500	\$ 1,390	\$ 110
Karratha Community House Inc.	\$ 24,285	\$ 6,071	\$ 18,214
Karratha Falcons Football & Sporting Club Inc.	\$ 5,000	\$ -	\$ 5,000
Karratha Golf Club	\$ 5,000	\$ -	\$ 5,000
Local Information Network Karratha (Link)	\$ 5,280	\$ -	\$ 5,280

Shire of Roebourne	<u>Current Budget</u>	<u>Actual YTD</u>	<u>Funds Remaining</u>
Non Statutory Donations	\$	\$	\$
For the Period Ending 30 November 2013			
The Luke Adams Foundation	\$ 50,000	\$ 27,289	\$ 22,711
Pilbara Community Legal Services	\$ 50,000	\$ 12,500	\$ 37,500
Terre Rouge Ballet Inc.	\$ 5,000	\$ 1,250	\$ 3,750
Wickham Youth Group	\$ 25,500	\$ -	\$ 25,500
State Emergency Services	\$ 9,610	\$ 2,003	\$ 7,607
Yaandina Family Centre Inc.	\$ 50,000	\$ 12,500	\$ 37,500
Sundry Donations To Community Groups	\$ -	\$ 5,876	-\$ 5,876
Fee Waiver	\$ 20,000	\$ 6,636	\$ 13,364
	1,367,475	273,729	1,093,746

13.5 MONTHLY BUILDING STATISTICS - NOVEMBER 2013

File No: GR.27

Responsible Executive Officer: Director Development Services

Reporting Author: Manager Regulatory Services

Date of Report: 29 November 2013

Disclosure of Interest: Nil

PURPOSE

To provide Council with the Building Statistics for the period specified.

Shire of Roebourne Monthly Building Approvals

November 2013

				2012 Monthly Statistics Attached for Comparison										
BUILDING PERMITS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC		
Dwellings	15	11	20	18	15	25	20	26	23	45	20	8		
Alterations & Additions	6	6	9	2	33	4	5	7	9	5	1	0		
Swimming pools & Spa	3	9	11	1	9	5	7	18	2	7	17	8		
Outbuildings	141	36	28	36	58	74	41	61	96	87	25	18		
Group Development	0	0	1	1	1	1	2	6	1	2	2	2		
Number of Sole Occupancy Units - Group Development	0	0	2	2	7	8	57	134	9	13	24	9		
Commercial	11	21	9	7	8	7	3	11	4	10	5	2		
Monthly Total	176	83	80	67	131	124	135	129	144	169	94	47		
Demolition Permits	1	1	1	4	8	7	9	5	0	0	2	1		
Building Approval Certificates														
Dwellings	0	0	0	0	0	0	0	0	1	0	0	0		
Alterations & Additions	1	0	0	0	6	0	1	0	2	0	1	0		
Swimming pools & Spa	2	0	0	0	0	0	0	0	0	0	1	0		
Outbuildings	0	1	1	0	0	3	0	1	0	0	4	0		
Group Development	0	0	0	0	0	0	0	0	0	0	0	0		
Number of Sole Occupancy Units - Group Development	0	0	0	0	0	0	0	0	0	0	0	0		
Commercial	1	1	0	0	0	0	0	0	0	1	2	0		
Monthly Total	4	2	1	0	6	3	1	1	3	1	8	0		
Monthly \$ Construction Value	\$26.8m	\$154.9m	\$57.9m	\$24.3m	\$18.3m	\$35.7m	\$23.3m	\$101.2m	\$20.4m	\$44.8m	\$26.8m	\$7.9m		
Strata Title Approvals	2	0	0	0	1	2	5	0	0	2	2	1		
YTD Total Number Building Permits Issued	1379													
Total 2012 \$ Approved	\$544.3m													

Shire of Roebourne Monthly Building Approvals

November 2013

BUILDING PERMITS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Dwellings	16	8	6	2	12	92	88	21	67	20	18	
Alterations & Additions	1	2	3	0	4	4	3	5	3	1	2	
Swimming pools & Spa	8	2	7	5	8	6	1	6	7	3	4	
Outbuildings	37	30	35	14	23	38	45	44	17	32	35	
Group Development	3	1	1	1	1	2	2	1	5	0	2	
Number of Sole Occupancy Units - Group Development	13	23	10	8	8	32	24	8	50	0	216	
Commercial	9	8	5	9	5	5	8	10	9	8	2	
Monthly Total	87	74	67	39	61	179	171	95	158	64	279	0
Demolition Permits	1	5	13	1	3	2	1	0	0	3	1	
Building Approval Certificates												
Dwellings	0	0	0	0	0	0	0	0	3	0		
Alterations & Additions	2	0	0	0	0	0	0	0	0	0		
Swimming pools & Spa	0	0	0	0	0	1	0	0	0	0		
Outbuildings	4	1	1	0	1	1	2	0	0	0		
Group Development	0	0	0	0	0	0	0	0	0	0		
Number of Sole Occupancy Units - Group Development	0	0	0	0	0	0	0	0	0	0		
Commercial	0	0	0	0	0	0	1	2	0	0		
Monthly Total	7	6	14	1	4	4	4	2	3	3	1	0
Total \$ Construction Value	\$44,375,192	\$23,774,432	\$17,866,845	\$16,885,383	\$27,868,983	\$70,899,842	\$87,711,260	\$28,249,968	\$68,744,289	\$20,838,631	\$67,166,175	
YTD Total Number Building Permits Issued	1274											
YTD Total Number Demolition Permits Issued	30											
YTD Total Number Building Approval Certificates Issued	49											
YTD Construction Value	\$474,381,000											

13.6 PLANNING DECISIONS ISSUED 7 NOVEMBER TO 2 DECEMBER 2013**File No:** TA/1/1**Responsible Executive Officer:** Director Development Services**Author Name:** Directorate Administration Officer**Disclosure of Interest:** Nil**PURPOSE**

To advise Council of the following planning and WAPC subdivision decisions issued for the above period.

APP	DECISION	OWNER	APPLICANT	ADDRESS	APP TYPE	DEVELOPMENT
P2480	APPROVED AMENDMENT	STATE OF WA	MICHAEL BEASHEL	520 MADIGAN ROAD, GR	AMENDMENT	TWA
P3295	APPROVED DELEGATE	MJ AND L E POSSINGHAM	GOLFER HOLDINGS PTY LTD	LOT 2531 COWLE ROAD, KIE	DEVELOPMENT	OFFICE AND WAREHOUSE
P3332	APPROVED AMENDMENT	ROBE RIVER MINING PTY LTD	CHARLES BERRY	LOT 56 POINCIANA PLACE, WICKHAM	DEVELOPMENT	SEA CONTAINER FOR STORAGE
P3346	APPROVED DELEGATE	T H TANIORA	RICHARD ANDERSON	676 KESTRAL WAY, BULGARRA	DEVELOPMENT	2 SEA CONTAINERS AND SHADE STRUCTURE
P3380	APPROVED COUNCIL	DRAGEI PTY LTD	BETTERLIFE WEALTH BUILDER	84 WELLARD WAY, BULGARRA	DEVELOPMENT	7 MULTIPLE DWELLINGS
P3409	APPROVED DELEGATE	TYAMFRA PTY LTD	IT CONSTRUCTIO NS (PTY) LTD	LOT 203 AUGUSTUS DRIVE, KIE	DEVELOPMENT	ROAD TRANSPORT DEPOT
P3416	APPROVED DELEGATE	ROBE RIVER MINITY PTY LTD	LAURIE PUCKETT	LOT 18 JACARANDA PLACE, WICKHAM	DEVELOPMENT	SEA CONTAINER
P3418	APPROVED DELEGATE	AZZTASH PTY LTD	J V AZZOPARDI	LOT 1487 ANDERSON ROAD, KIE	DEVELOPMENT	VETERINARY SURGICAL
P3419	APPROVED DELEGATE	S G AND M C WALKER	S G WALKER	LOT 1735 MOSHER WAY, PEGS CREEK	DEVELOPMENT	HOME OCCUPATION – STORAGE
P3420	APPROVED DELEGATE	G L AND S H WALTER	G L WALTER	LOT 385 ROSEWOOD PLACE, WICKHAM	R-CODE VARIATION	WALL HEIGHT EXCEEDS 2.4M
P3421	APPROVED DELEGATE	PETER ARNDT	THOMAS BUILDING PTY LTD	LOT 567 EMMA STREET, BULGARRA	R-CODE VARIATION	CHANGES TO PARAPET
P3422	APPROVED DELEGATE	ANDERSON EXCAVATORS AND BOBCATS PTY LTD	DAVID SCHWARZL	LOT 676 KESTRAL WAY, BULGARRA	DEVELOPMENT	SET BACKS – FRONT AND REAR OF SHED
P3430	APPROVED DELEGATE	MARITIME PROPERTIES PTY LTD	MILLER STREET	LOT 52 EXPLORATION DRIVE, GAP RIDGE	DEVELOPMENT	SIGNAGE

P3431	APPROVED DELEGATE	JULIE LEWIS	THERA	BEAUTYLICIOUS BY CHELSEA	3A BADOCK PLACE, MILLARS WELL	DEVELOPMENT	HOME OCCUPATION BEAUTY SALON	-
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13.7 JOINT DEVELOPMENT ASSESSMENT PANEL APPLICATIONS - 7 NOVEMBER TO 2 DECEMBER 2013

File No: TA/1/1
Responsible Officer: Director Development Services
Author Name: Planning Services Admin Officer
Disclosure of Interest: Nil

PURPOSE

To provide a status of the current JDAP Applications.

APPL. #	LODGEMENT DATE	OWNER	APPLICANT	ADDRESS	DESCRIPTION	JDAP MEETING DATE
P3393	30/08/13	CHEEDITHA GROUP ABORIGINAL CORPORATION	PORTSIDE ENTERPRISES LTD	LOT 48 NORTH WEST COASTAL HIGHWAY, ROEBOURNE	TRANSIENT WORKFORCE ACCOMMODATION	JANUARY 2014 MEETING

13.8 MONTHLY RANGER STATISTICS

File No: LE.245

Responsible Executive Officer: Director Development Services

Reporting Author: Manager Regulatory Services

Date of Report: 29 November 2013

	Central Zone (B/PC/MW/KIE)	West Zone (N/NW/B/BW/GRIE/D)	East Zone (R/W/PS/C)	Total
Activities on Shire Properties	0	1	0	1
Abandoned vehicles	8	7	5	20
Animal (dogs/other)	28	31	9	68
Cats	8	8	3	19
Camping	0	0	1	1
Cyclone	12	61	8	81
Fire	13	32	22	67
Litter	6	6	2	14
Parking	19	13	0	32
Off Road Vehicles	0	0	0	0
Total Action requests	94	159	50	303

Ranger recommendation of 3 Dog Applications to be approved by Council, subject to conditions

Applicant	Address	Number of dogs	Ranger recommendation
LIZA-JANE FARKAS	49 RADLEY DRIVE BAYNTON	3	Approve

Where Council does not approve the recommendation of Ranger Services, applications will be referred to the following Council meeting as a completed agenda item.

Annual statistics on following page

CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Inspections/reinspections/audits													
Activities on Shire Properties	1	0	0	1	2	1	1	1	1	4	1		13
Abandoned vehicles	15	16	77	20	32	15	21	22	25	15	20		278
Animal (dogs/etc)	86	91	95	72	94	92	102	89	50	54	68		892
Cats											19		19
Camping	3	5	3	22	13	5	8	4	6	0	1		70
Cyclone	6	8	0	0	0	0	0	0	0	0	81		95
Fire	3	2	2	1	0	0	5	8	4	2	67		94
Litter	10	22	20	12	21	12	16	12	18	17	14		173
Parking	12	17	12	37	15	13	20	22	18	7	32		205
Off Road Vehicles	3	2	2	1	1	1	1	7	3	3	0		23
Monthly total	139	163	211	166	178	139	174	165	125	102	284	0	1862
Infringements issued													
Bushfire add as needed	7	0	0	1	1	0	1	3	1	0	1		15
Activities on Shire Properties	0	0	0	0	0	0	0	1	0	0	0		1
Animal (dogs/cats/etc)	13	5	5	6	8	3	8	3	8	5	7		71
Camping	5	1	0	16	17	2	0	0	2	0	0		43
Litter	2	2	4	4	0	0	2	2	1	4	9		30
Parking	6	8	4	19	14	3	5	6	7	8	18		98
Monthly total	33	16	13	46	40	8	16	15	19	17	35	0	258
Impounded dogs													
CENTRAL	15	13	10	8	24	11	14	20	10	23	11		159
EAST	3	10	5	3	18	7	12	6	0	6	4		74
WEST	17	14	11	17	13	10	18	11	11	6	17		145
RELEASED TO OWNER	16	20	15	22	29	13	24	20	10	4	11		184
REHOMED TO SAFE	7	6	6	3	11	6	15	10	7	2	10		83
EUTHED BY RANGER	2	6	3	0	7	4	4	1	0	0	6		33
EUTHED AT VETS	0	1	0	1	2	1	0	1	0	0	3		9
Monthly total	60	70	50	54	104	52	87	69	38	41	62	0	687

CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Impounded Cats													
CENTRAL											19		19
EAST											15		15
WEST											4		4
RELEASED											1		1
REHOMED TO SAFE											9		9
EUTHED											21		21
Monthly total											69		69

13.9 MONTHLY HEALTH STATISTICS – OCTOBER 2013

File No: LE.288
Responsible Officer: Director Development Services
Reporting Author: Manager Regulatory Services
Date of Report: 29 November 2013
Disclosure of Interest: Nil

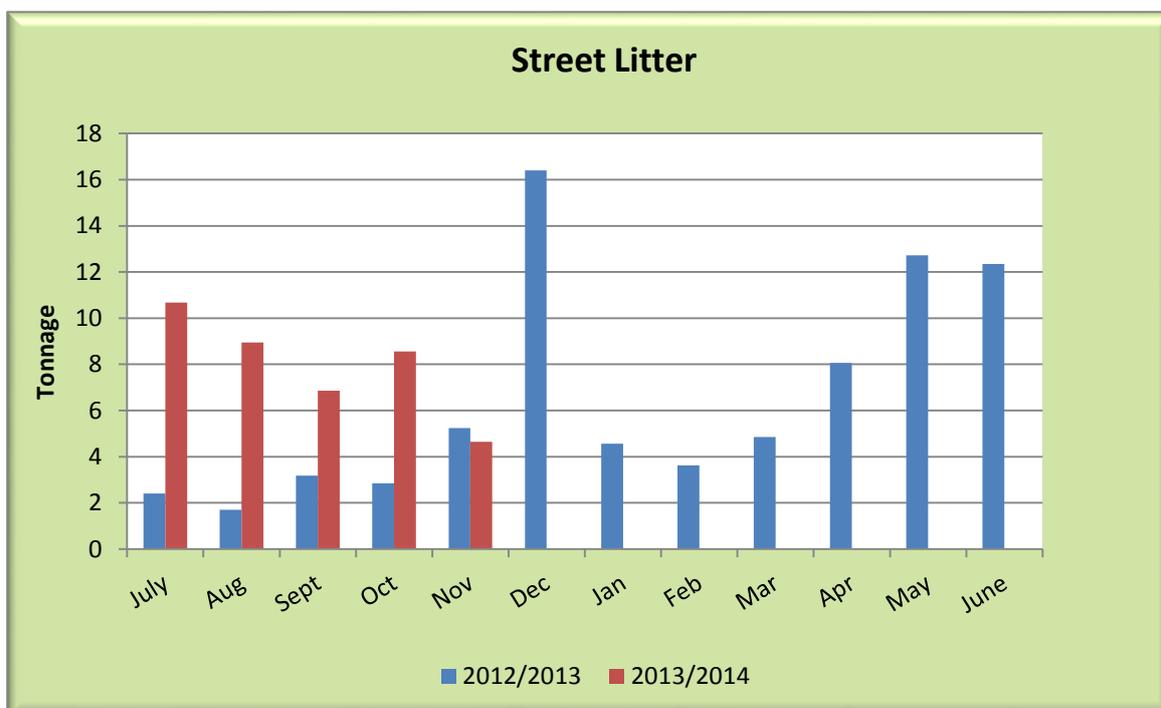
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Inspections/reinspections/audits													
Food premises inspection/reinspection	24	7	1	36	0	0	0	8	9	12	34		131
Lodging house inspection	0	0	0	1	0	0	34	6	0	0	0		41
Camping/caravan park inspection	0	0	0	0	0	0	7	0	0	0	0		7
Public building inspection	0	0	0	0	0	0	0	0	0	0	0		0
Swimming pool inspection	0	0	0	0	0	0	0	0	0	28	0		28
Hairdressers inspection	0	0	0	0	0	0	0	1	1	0	1		3
Beauty therapy/skin penetration inspection	0	0	0	0	0	0	0	1	0	2	5		8
Septic tank inspections													0
Closed premises	3	0	0	0	7	0	0	3	8	0	2		23
Monthly total	27	7	1	37	7	0	41	19	18	42	42	0	241
Health nuisances/complaints investigated													
Air Pollution	0	1	3	1	0	0	1	0	0	1	3		10
Building & Accommodation	1	1	3	3	4	3	2	0	2	1	6		26
Effluent & Water Pollution	0	0	0	0	0	0	0	0	0	0	0		0
Food Safety	5	7	9	13	5	2	1	0	0	1	0		43
Noise Pollution	4	2	2	6	5	6	2	2	3	3	0		35
Nuisance	0	1	1	1	4	1	2	1	9	6	0		26
Pest Control	8	3	4	4	4	3	0	0	1	1	5		33
Refuse & Litter	1	1	1	0	1	2	0	0	2	1	0		9
Skin Penetration	0	0	0	0	1	1	0	0	0	0	0		2
Stallholders & Traders	0	0	0	0	0	0	3	2	0	1	0		6
Other	5	14	17	15	4	11	0	0	0	0	0		66
Monthly total	24	30	40	43	28	29	11	5	17	15	14	0	256
Notifiable infectious diseases													
Ross River Virus (RRV)	0	0	0	2	2	0	0	0	0	0	0		4
Barmah Forest Virus (BHV)	0	0	5	2	2	0	0	0	0	3	0		12
Salmonellosis	0	0	0	3	0	0	0	0	0	0	1		4
Campylobacteriosis	0	0	0	0	0	0	0	0	0	0	1		1
Cryptosporidiosis	0	0	0	3	0	0	0	0	0	0	0		3
Positive isolates													0
Monthly total	0	0	5	10	4	0	0	0	0	3	2	0	24
Other health													
Assess development applications	3	9	5	7	7	10	11	3	0	2	3		60
Assess building applications	1	1	1	0	0	0	0	0	0	0	0		3
Respond to swimming pool positive detections	0	0	0	2	0	0	0	2	3	0	2		9
Healthy dog day	0	1	0	0	1	0	0	1	0	0	1	0	4
Chicken bleeding	2	2	2	3	2	2	3	2	2	2	1		23
Monthly total	6	13	8	12	10	12	14	8	5	4	7	0	99

13.10 WASTE SERVICES DATA

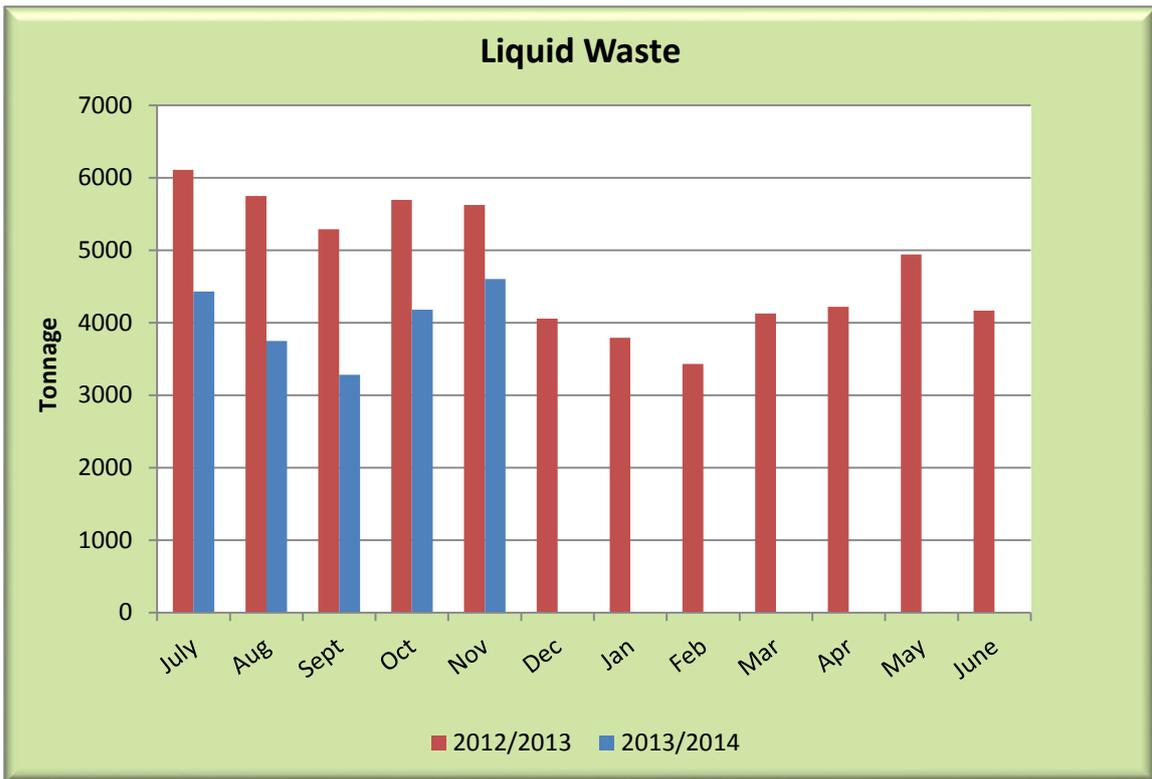
File No: WM.2
Responsible Executive Officer: Director Strategic Projects & Infrastructure
Reporting Author: Waste Services Office Supervisor
Date of Report: 1 November 2013
Disclosure of Interest: Nil
Attachment(s) Nil

PURPOSE

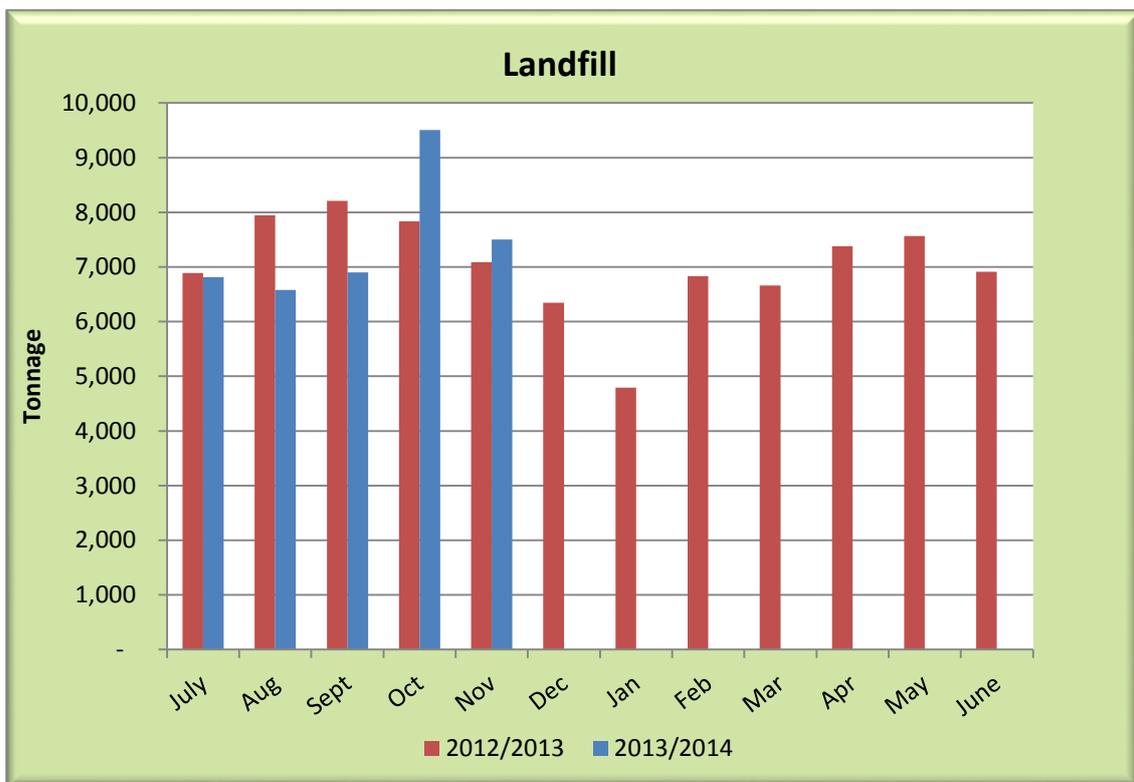
To provide an illustration of Waste Services data collected for the current month, including a comparison with the 2012/13 financial year data.



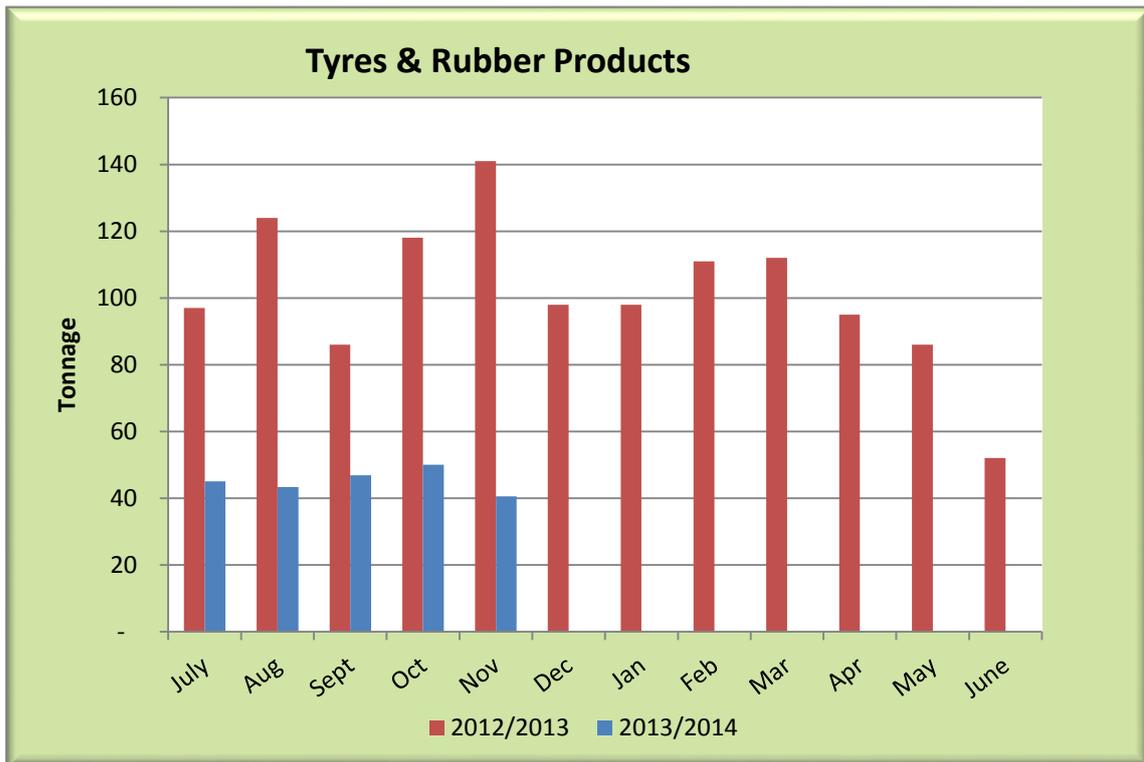
Street Litter collected from Karratha, Dampier, Roebourne, Wickham, Cossack and Point Samson and delivered to the 7 Mile Waste Facility



Liquid Waste delivered to the 7 Mile Waste Facility



Total waste, excluding liquid waste and clean fill, delivered to the 7 Mile Waste Facility



Tyres and Rubber products delivered to the 7 Mile Waste Facility. Noted reduction in the year to date volumes potentially as a consequence of introducing new fees and charges which subsequently reduces the impact on landfill.

13.11 REDUCTION OF SPEED LIMIT ON BAYLY AVENUE

File No:	CU.6
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Manager Infrastructure
Date of Report:	22 November 2013
Disclosure of Interest:	Nil
Attachment(s)	Aerial Photograph and Memorandum

PURPOSE

To advise Council of the reduction in speed limit on Bayly Avenue from 80 km/h to 60 km/h.

BACKGROUND

In June 2013 Council Officer's received a request from Toll Mining Services seeking permission to operate Restricted Access Vehicles (RAV) vehicles on Bayly Avenue for the purpose of bulk aviation fuel deliveries.

Bayly Avenue is the only sealed gazetted road servicing Karratha Airport and is a critical link to being able to maintain supply of aviation fuel to the airport.

As a result of this request Council Officer's requested Main Road Western Australia (MRWA) conduct an assessment of Bayly Road to establish its suitability for inclusion in the MRWA RAV Network. In August 2013 MRWA approved Bayly Avenue for inclusion in the RAV 7 network with the following restrictions:

- CAO7 – all operators must carry written approval from the Local Government Authority permitting use of road
- Maximum speed for RAV vehicles - 60 km/h

The restriction to 60 km/h only applied to RAV vehicles, and as the first 800 metres of Bayly Avenue is posted at 80 km/h Council Officer's identified the need for a unified speed limit to ensure consistency, minimise confusion and improve safety between RAV and light vehicles.

MRWA were requested to consider this reduction and on 11 November 2013 Council Officers received confirmation from MRWA that the reduction of the 80 km/h section to 60 km/h had been approved.

CONCLUSION

In order to maintain vital bulk deliveries of aviation fuel to the Karratha International Airport the inclusion of Bayly Avenue in the RAV network was essential. To ensure safety between RAV and light vehicles and to minimise confusion the reduction of the 80 km/h section to 60 km/h has been deemed necessary. As a consequence of the recent assessment MRWA have replaced the 80 km/h signs with 60 km/h.



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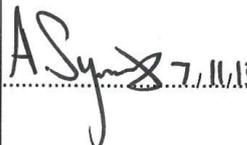


Tosh Sutcliffe
Engineering Associate
PILBARA REGION

28 October 2013

Enc.

RECOMMENDED
 31.10.13
RM

REVIEWED/ACCEPTED
 7.11.13
MTMS

APPROVED
 11.11.13
EDRNS

MTMS
submitted for your recommendation
and EDRNS approval.

7/11/13

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SPEED ZONE APPROVAL NOTICE

LOCATION; Bayly Avenue
Shire of Roebourne

[Karratha Airport]

Apply a 60 km/h speed zone, from 0.00slk to 0.89slk

82242

SPEED LIMIT; 60 km/h SPEED ZONE

APPROVED

[Signature]
.....

Executive Director Road Network Services

On behalf of
Managing Director Main Roads WA

Date.....11/11/13.....

INSTALLED;.....



SPEED ZONE approval notice - Bayly Avenue - shire of roebourne

13.12 SHIRE OF ROEBOURNE YOUTH SERVICES DELIVERY UPDATE

File No:	CS.7
Responsible Executive Officer:	Director Community Services
Reporting Author:	Youth Services Supervisor
Date of Report:	20 November 2013
Disclosure of Interest:	Nil
Attachment(s)	Nil

PURPOSE

To inform Council of increased Youth Service delivery and changes to operational hours commencing in 2014.

BACKGROUND

The Youth Shed, opened in 2012, was one of a number of *Karratha City of the North Plan* strategic community well-being and infrastructure projects designed to provide immediate improvements to public amenity and lifestyle for local residents.

Through the 2013 Annual Community Survey, youth services rated as one of the most important Shire services. Overall, Youth Services sat in the median range of performance when compared against other services.

In response to the Annual Community Survey results, the Youth Services team conducted a study tour in September 2013 to investigate opportunities, challenges and successes experienced by other youth service providers across the country. Alternative youth service delivery models, programming, staffing structures, youth operational and business plans as well as engagement and consultation processes were also discussed.

At the October Council Meeting (council resolution 152645), Council resolved to consider during future budget review processes several recommendations pertaining to Youth Services. Since the allocation of additional resources to Youth Services in July 2013, the following programs have been implemented:

‘Late Nights’

The Youth Shed is open until 10pm every alternative Friday and young people are provided with dinner. The initiative is delivered in collaboration with other service providers to provide an alternative place for young people to engage in a positive and safe environment. Other service providers include Yaandina Youth Services, Pilbara Joblink (Youth Connections), Department of Corrective Services and Crossroads West (crisis accommodation).

On average, 30 young people are utilising The Youth Shed during this time and over 80% of the young people utilising the space identify as Aboriginal young people. Officers are confident this initiative is working well and will continue to work in the future. The young people are benefiting from the extended hours.

‘Laser Tag’

This activity is offered once a month to young people at The Youth Shed. Laser Tag is one of the only charged activities at \$10.00 per game and this event generally sells out. On average, 7 sessions are run with 10 young people in each session. The Youth Shed will continue to deliver this activity in 2014.

‘Skate and Freestyle Night’

As of Thursday 6 February 2014 (commencement of term one), The Youth Shed will be offering a ‘Skate and Freestyle Night’ monthly on Thursday evenings from 5.30 – 8.00pm. The program will allow young people an alternative venue to the local shopping centre where Officers are being informed, young people are considered to be a ‘nuisance’. Skate workshops and dinner will be available to young people engaging in the evening.

‘E-Gaming Night’

The Youth Shed is open until 8.00pm once a month on a Wednesday evening to provide young people with the opportunity to engage in electronic gaming. Officers have delivered 3 gaming nights to date with an average of 12 young people attending each session. Over 90% of the young people in attendance are teenage males. This evening has proved to be popular with young people and will continue in 2014.

‘Girls Group’

In collaboration with other local service providers, Pilbara Joblink (Youth Connections), Yaandina Youth Services Karratha and Department of Corrective Services, a “Girls Group” is offered to young woman between the ages of twelve and eighteen. The program commenced in term four of 2013 at The Youth Shed. The program aims to provide young women with an array of skills, opportunities and personal attributes to assist them in becoming a leader in their community. An average of 15 young women are attending the program weekly with over 90% of the participants identifying as Aboriginal.

In addition to regular programs listed above, The Youth Shed has delivered the following events and programs in 2013/14 financial year:

July Two Week School Holiday Program <i>8-21 July</i>	267 young people were in attendance over the course of the two week program, which included laser tag, ‘Parkour’ and rock climbing.
Indigenous Hip Hop Projects (IHHP) <i>Over 12, 23-27 September</i> <i>Under 12, 16-19 September</i>	IHHP ran a two week residency at The Youth Shed. The first week saw 31 young people under the age of 12 attend; the second week there were 46 young people over the age of 12 in attendance. At the end of both weeks a dance celebration was held.
Morgan Bain <i>6 September</i>	Young West Australian musician played a live concert for approximately 40 young people.
October Two Week School Holiday Program <i>30 September-11 October</i>	208 young people attended the two week holiday program, with 73 identifying as indigenous. The activities included sessions at the Leisureplex.
Family Amazing Race <i>27 October</i>	Funded by West Pilbara Communities for Children, the Amazing race was held in collaboration with local services to promote mental health; 44 people were in attendance with the majority being local, young families. People living with disabilities also participated in the event.
Dance Party <i>8 November</i>	Held in conjunction with the Late Night initiative the Dance Party had 56 young people in attendance.

The Make a Move program has also delivered the following programs and events in the 2013/14 financial year:

Rock Climbing & Bungee
11 & 12 July Dampier

Held over two days from 11am-3pm with over 60 young people registering for the event.

AWESOME Arts
15-19 July Wickham

A week long residency with 42 registered participants. The workshops focused on creativity and teamwork.

Lunar Circus Workshops
9-10 September Dampier
14-15 September Wickham

The workshops in Dampier were held during school hours with two local high schools taking up the opportunity to take part. There were 18 students from St Luke's College, and 30 from Karratha Senior High School. The Wickham workshops had 23 attendees. The week long residency saw an average of 50 young people a day attending the workshops.

Indigenous Hip Hop Projects
7-11 October Roebourne

6 registered participants took part in both workshops.

Photography Workshops
16 & 27 November, Dampier & Karratha
NIDA Theatre Workshops
25 & 26 November, Karratha & Roebourne

A NIDA (National Institute of Dramatic Arts) facilitator ran theatre workshops in Karratha Senior High School, St Luke's College and Roebourne District High School, approximately 75 students participated.

Youth Speaker
27 November, Karratha

Nathan Hulls, A youth motivational speaker presented at St Luke's College, with students from Roebourne District High School in attendance. There were approximately 120 students in attendance.

Change to Operational Hours

Youth Services

Based on learnings from the Study tour conducted by Officers in September 2013, it was discovered that many youth services nationally are operating on a weekend and closing for one day during the week. Officers felt this model would work in the Shire of Roebourne and would help to combat the perceived issue of boredom on weekends.

At the commencement of term one, Monday 3 February 2014, The Youth Shed 'drop in' service will close on a Monday and open on a Saturday between 1pm and 5pm on a trial basis. There will be no change to the amount of hours worked by Officers and there will be no financial implications during the trial period. The operational hours will be re-evaluated after three months to determine the way forward.

Indoor Play Centre

The Youth Shed Indoor Play Centre will also close between the hours of 12pm and 2pm on a daily basis, during the week only. Officers have identified a pattern in usage statistics that support this decision. Patterns suggest that children aged 0-4 are utilising the facility in the morning and sleeping during the lunch period (12pm – 2pm) and after 2.30pm, school aged children are utilising the facility.

During school holiday periods and weekends, the opening hours of The Youth Shed Indoor Play Centre will remain uninterrupted. This change to operational hours will also commence as of Monday 3 February 2014 to allow Officers sufficient time to advertise the closures. Advertising will commence before the Christmas closure and will continue weekly through the January period. Advertising will be through local newspapers, social media and the Shire of Roebourne website. Flyers will also be on display at The Youth Shed.

CONCLUSION

Through the 2013 Annual Community Survey, youth services rated as one of the most important services delivered by the Shire of Roebourne. As a result, Officers and one Councillor embarked on an interstate study tour to capture information and best practise models from other councils around the country.

As a result, changes have been made at an operational level and were endorsed by Council for consideration. Officers have been successful in increasing the portfolio of youth service delivery in the 2013/14 financial year and will continue to implement new programs and initiatives moving forward on a trial basis. There will be no financial or operational implications to Youth Services during the trial period.

14 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

15 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

16 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

17 MATTERS BEHIND CLOSED DOORS

CONFIDENTIAL ATTACHMENT TO ITEM 10.1 NOMINATIONS TO THE ROEBOURNE ADVISORY GROUP

CONFIDENTIAL ATTACHMENT TO ITEM 10.2 TENDER 15-13/14 – MANAGEMENT OF COSSACK HISTORICAL TOWN SITE

CONFIDENTIAL ATTACHMENTS TO ITEM 12.2 KARRATHA AIRPORT TERMINAL UPGRADE PROJECT

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 Items:

17.1 - PASSENGER SCREENING AUTHORITY AT KARRATHA AIRPORT

17.2 - PROPOSED SOLAR PHOTOVOLTAIC ELECTRICITY GENERATION STATION

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

17.1 CONFIDENTIAL - PASSENGER SCREENING AUTHORITY AT KARRATHA AIRPORT

File No: TT.188

Responsible Executive Officer: Director Strategic Projects & Infrastructure

Reporting Author: Airport Compliance Coordinator

Date of Report: 25 November 2013

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s) Nil

**17.2 CONFIDENTIAL - PROPOSED SOLAR PHOTOVOLTAIC ELECTRICITY
GENERATION STATION**

File No: CP.586 / CP.589 / CP.594

Responsible Executive Officer: Director Strategic Projects & Infrastructure

Reporting Author: Project Manager

Date of Report: 27 November 2013

Applicant/Proponent: Nil

Disclosure of Interest: Nil

Attachment(s) Karratha Airport Solar Power Project Proposal

18 CLOSURE & DATE OF NEXT MEETING

The meeting closed at _____.

The date of the next meeting is to be held on Tuesday, 28 January 2014 at 6:30pm at Council Chambers - Welcome Road, Karratha.