



## **ORDINARY COUNCIL MEETING**

# **MINUTES**

**The Ordinary Meeting of Council was held  
in the Council Chambers, Welcome Road, Karratha,  
on Monday, 18 November 2013**

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**CHRIS ADAMS  
CHIEF EXECUTIVE OFFICER**



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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

The Ordinary Meeting of Council held in the Council Chambers, Welcome Road, Karratha on 18 November 2013 was declared open at 6:35 pm. Cr Long acknowledged the traditions of the Ngarluma people, on whose land we are gathered here today.

## 2 PUBLIC QUESTION TIME

Nil.

## 3 RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE

**Councillors:**  
Cr Peter Long [President]  
Cr John Lally [Deputy President]  
Cr Geoff Harris  
Cr Nerida Kickett  
Cr Janine Miller  
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  
Mitchell Cameron      Airport General Manager  
Linda Franssen         Minute Secretary

**Apologies:**            Nil

**Absent:**                 Cr Michael Saylor

**Leave of Absence:**    Cr Garry Bailey  
Cr Harry Hipworth

**Members of Public:** Lachlan Bensen - Karratha Aeromodellers  
Allan Brown - Karratha Aeromodellers  
Ross O'Donovan - Northfleet  
Bart Parsons - Blanche Bar  
Michael Simm - Northfleet

**Members of Media: Peter de Kruijff - Pilbara News  
Kate Hodges – Pilbara News  
Ebony Swetman – Pilbara News**

## 4 DECLARATIONS OF INTEREST

Cr Vandenberg declared an interest in the following Items:

- Financial interest in Item 9.7 Tender 12-13/14 – Purchase of Staff Housing as Cr Vandenberg is the General Manager of Finbar Karratha, a property development company.
- Financial interest in Item 11.3 Proposed Change of Use from 'Entertainment Venue' to 'Tavern' - Unit 119, Lot 555 Sharpe Avenue (Pelago West), Karratha as Cr Vandenberg is the General Manager of Finbar Karratha, a property development company.

Cr White-Hartig declared an interest in the following Item:

- Impartiality interest in Item 10.3 Construction of a War Memorial in Roebourne as Cr White-Hartig is a member, representing Council, on the Shire's Roebourne Advisory Group (RAG).

## 5 PETITIONS/DEPUTATIONS/PRESENTATIONS

Mr Bart Parsons, Managing Director of the Blanche Bar provided a brief presentation in relation to Item 11.3 Proposed Change of Use from 'Entertainment Venue' to 'Tavern' - Unit 119, Lot 555 Sharpe Avenue (Pelago West), Karratha. Mr Parsons sought to reassure Council that mitigating measures proposed would achieve compliance with the noise levels of the *Environmental Protection (Noise) Regulations (1997)* and that the current level of parking bays was satisfactory, noting the Blanche Bar's core trade occurs between 6.30 pm and 8.30 pm. *For further detail please refer Item 11.3 of these Minutes.*

Mr Michael Simm of Northfleet addressed Council outlining his concerns regarding the viability of the Onmi bus airport transport service offered by Northfleet. Mr Simm expressed disappointment that Northfleet's request for extended parking and approval to place a fold out temporary sign in the parking area where people can wait for their airport transfer had been denied due to Council policy. Furthermore, Mr Simm highlighted that taxis currently have unlimited time to park and wait for customers at the airport directly out the front of the airport, whereas other operators, like Northfleet are required to drive in circles and incur considerable parking fees. The Chief Executive Officer indicated that the existing policy on this matter would be reviewed through appropriate Council process.

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

**RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 152665  
 MOVED : Cr Lally  
 SECONDED : Cr Vandenberg

**That the Minutes of the Ordinary Meeting of Council held on Monday 28 October 2013, be confirmed as a true and correct record of proceedings.**

**CARRIED**

FOR : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
 AGAINST : Nil

**7 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION**

01/10/2013 - Meeting with Horizon Power - Perth
01/10/2013 - Meeting with the Department of Planning - Perth
02/10/2013 - Meeting with the Premier of Western Australia

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**COUNCIL RESOLUTION**

**Res No** : 152666  
**MOVED** : Cr White-Hartig  
**SECONDED** : Cr Miller

**That Council bring forward Item 11.3 Proposed Change of Use from ‘Entertainment Venue’ to ‘Tavern’ - Unit 119, Lot 555 Sharpe Avenue (Pelago West), Karratha.**

**CARRIED**

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**FOR** : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil

Cr Vandenberg declared a financial interest in Item 11.3 Proposed Change of Use from ‘Entertainment Venue’ to ‘Tavern’ - Unit 119, Lot 555 Sharpe Avenue (Pelago West), Karratha as Cr Vandenberg is the General Manager of Finbar Karratha, a property development company.

At 6.45 pm Cr Vandenberg left the Chambers.

**11.3 PROPOSED CHANGE OF USE FROM ‘ENTERTAINMENT VENUE’ TO ‘TAVERN’  
– UNIT 119, LOT 555 SHARPE AVENUE (PELAGO WEST), KARRATHA**

**File No:** P3397  
**Responsible Executive Officer:** Director Development Services  
**Reporting Author:** Senior Statutory Planner  
**Date of Report:** 22 October 2013  
**Applicant/Proponent:** Bart Parsons  
**Disclosure of Interest:** Nil  
**Attachment(s)**

1. Floor Plan
2. Acoustic Assessment Report
3. Schedule of Submissions
4. Harm Minimisation Plan:
  - a) Code of Conduct
  - b) House Management Policy
  - c) Management Plan - Blanche Bar

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**PURPOSE**

For Council to consider an application for a Change of Use from ‘Entertainment Venue’ to ‘Tavern’ for the Blanche Bar, Unit 119, Lot 555 Sharpe Avenue (Pelago West), Karratha.

## **BACKGROUND**

### Location

The tenancy is located on the corner of Warambie Road and the new extension of Sharpe Avenue, which runs between the Pelago towers.

### Previous Approvals

- On 11 March 2011 Planning Approval (P2302) was issued under delegated authority for the Pelago Mixed Use development; and
- On 16 April 2012 Council approved (Res No: 151984) an application (P2783) for a Change of Use from 'Restaurant' to 'Entertainment Venue'.
- The Blanche Bar currently has a Small Bar licence (Licence No. 634014437) issued by the Department of Gaming, Racing and Liquor (DGRL). This Licence limits the number of patrons to 120.

### Proposed Development

The proprietor of the Blanche Bar, has submitted an Application for Planning Approval for a Change of Use from an 'Entertainment Venue' to 'Tavern'. The Change of Use to 'Tavern' will allow the applicant to apply for a Tavern Restricted Licence from DGRL to permit 200 patrons on the premises at any one time.

The remaining key elements listed below remain unchanged:

- Operating hours are proposed to be 6am to midnight Monday to Saturday and 10am to 10pm on Sunday;
- Food will be available during operating hours up until 1 hour before close;
- The sale of packaged liquor for consumption off-site is prohibited; and
- No increase in the internal or alfresco floor area (Refer Attachment 1).

## **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 need to be separated.

## **OFFICER CONSULTATION**

The application was referred to Environmental Health with the following comments provided:

- Separate to planning approval considerations, the Blanche Bar has a Public Building occupancy capacity of 126 people within the building. The entire premises (including alfresco) must not to exceed 197 people in total;
- The existing toilet facilities on site permit up to 200 people to be on site at one time;
- The existing Small Bar licence (Licence No. 634014437) issued by the Department of Gaming, Racing and Liquor (DGRL) currently limits patronage to 120; and
- DGRL approval includes a condition that the proponent must demonstrate how compliance with the assigned noise levels of the *Environmental Protection (Noise) Regulations (1997)* will be achieved.

The Blanche Bar has been the subject of noise complaints in regard to both music and patrons. During July 2013 noise measurements showed the noise limits were being exceeded and the levels of noise were mostly due to patrons in the alfresco area. Further noise measurements taken on 20 September 2013 (from a residential unit) also exceeded the assigned limits as per the regulations. On 30 September 2013 a Noise Abatement Direction (NAD) was served on the proponent. On 4 October 2013 a further noise measurement was carried out at the same residential unit. The assigned noise limits were still being exceeded, albeit at a reduced level. This complainant and the

applicant have reached a negotiated outcome and on 17 October 2013 the complaint was withdrawn.

Should further complaints be received and upon the Shire monitoring, noise levels are confirmed to exceed the assigned levels, the Shire may serve an Environmental Protection Notice. Failure to comply with the assigned noise levels after serving of the Notice may result in prosecution. Environmental Health Services consider an increase in the number of patrons from 120 to 200 is expected to result in an increase of noise levels.

In response to the above comments the proponent has advised the following mitigation measures will be implemented:

- *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 (Refer Attachment 2);*
- *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.*

Section 4.7 (g) of the Acoustic Assessment Report states:

*“It is highlighted that although not considered a part of the entertainment aspect of the Venue, 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. The Venue must develop a Management Plan Strategy to effectively deal with any such occurrences.”*

Should the application be approved it is recommended the following condition be included:

- A Management Plan Strategy be endorsed by the Shire’s Planning Services prior to the issuance of the Certificate of Local Planning Authority – Section 40.

### **COMMUNITY CONSULTATION**

Community Consultation was carried out between the 16<sup>th</sup> and 30<sup>th</sup> September 2013 with 13 submissions received, four objecting and nine in support of the proposal. In addition a petition with 39 signatures in support of the application was received.

All submissions are fully addressed in the Submissions Table (Refer Attachment 3). The four objections to the application relate to a potential increase in noise, anti-social behaviour and the demand for parking. The remaining submissions and the petition support the expansion of the Blanche Bar as an entertainment option in Karratha.

### **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.

#### Scheme Objectives

The objectives of the City Centre include:

- b) *“to create a vibrant and safe City Centre with diversity of land uses including residential, commercial, retail and civic uses”*

The specific objective of the Commercial Precinct is:

*“To promote a diversity of development in the Commercial Precinct with active ground floor uses facing the street. Whilst the predominant use is envisaged to be offices, other tenancies with a gross floor area of less than 1,000m<sup>2</sup> comprising retail, showrooms and other commercial uses are also encouraged. Multiple Dwellings are encouraged on upper levels and may be permitted to face secondary streets where Council considers active commercial uses are not required.”*

Planning Approval P2302 for the overall Pelago Mixed Use development contains numerous office tenancies at ground level and the Council approved Change of Use to Small Bar was considered an appropriate commercial use that meets the objectives of the precinct. It was considered the location of the Small Bar was suitable given the broader context of the site in the City Centre. It is located on the periphery of the Entertainment Precinct and also within a signature building, Pelago, which may be considered a focal point in the transformation of the Karratha City Centre.

### **POLICY IMPLICATIONS**

#### Shire of Roebourne DP 1 – Karratha City Centre Development Requirements

The application has been assessed having regard to the Shire’s DP1 Policy – *City Centre Development Requirements (Draft)*. The policy predominantly relates to ensuring suitable built form outcomes are achieved in the City Centre and only includes minor considerations in relation to proposed land uses beyond the broader objectives set out in TPS 8 for the City Centre precincts. The relevant matters are considered below.

#### Impacts on Sensitive Land Uses

The policy includes the following relevant consideration:

*When considering applications for accommodation or potentially noise generating activities in close proximity to sensitive land uses, Development Services will assess the suitability of the proposal in relation to the subject site’s use and the adjoining use(s) or potential uses of adjoining land. Dependent on the above assessment, an acoustic consultant may be required to undertake a noise impact assessment and submit a report to accompany the development application. Noise attenuation measures may be required (including the location and construction materials) with respect to acceptable noise levels as determined by the Environmental Protection (Noise) Regulations 1997. Costs associated with this exercise will need to be borne by the applicant.*

The Blanche Bar is located below apartments within the Pelago Towers and has had an impact on the amenity of residences as detailed in the Officer Consultation and Community Consultation Sections of this report. The Acoustic Assessment Report submitted by the applicant only addresses noise levels generated internally, not noise levels generated from the alfresco area.

Shire of Roebourne DP 18 – Karratha City Centre Parking Policy

The Table below shows the requirements for car parking bays for ‘Tavern’ under DP18 – *Karratha City Centre Parking Policy* approved by Council on 18<sup>th</sup> March 2013.

USE	REQUIRED MIN BAYS	REQUIRED MAX BAYS
Tavern	1 per 4.4m <sup>2</sup> bar floor area. = 2.1	1 per 2.2m <sup>2</sup> bar floor area. = 4.2
	1 per 8.8m <sup>2</sup> lounge floor area. = 12	1 per 4.4m <sup>2</sup> lounge floor area. = 24
	1 per 13.4m <sup>2</sup> of outdoor entertainment area. = 5.7	1 per 6.7m <sup>2</sup> of outdoor entertainment area. = 11.49
<b>Total</b>	<b>19.8</b>	<b>39.69</b>

Under DP 18, a minimum of 20 bays and a maximum (target) of 40 bays are required.

The table below summarises the change in parking requirements between the previous ‘Restaurant’ use, the approved ‘Entertainment Venue’ and the proposed use of ‘Tavern’. It should be noted that previous approvals were assessed under Appendix 4 of TPS 8, not the current DP 18.

Land Use	Parking Requirement set out in Appendix 4 of TPS8	Required No. Bays		Bays provided on-site	Shortfall
Restaurant (previous Approval)	One per 6m <sup>2</sup> of dining space	17.25		17	Nil
Entertainment Venue (previous Approval)	One per three square meters of entertainment area	39		17	22
Tavern (Restricted)	‘As above – DP18’	Min – 20	Max- 40	17	<b>23</b>

The number of bays provided and approved for both the previous Restaurant and the current Entertainment Venue use is 17. This was well below the required 39 bays for the Entertainment Venue use and is well below the target under DP 18 for the proposed Tavern use. It does not even meet the minimum requirement of 20 bays under DP 18. Under DP 18, the intention is to not go below the minimum number of bays. The change of use to Tavern should not be approved without requiring the applicant to prepare a Parking Management Plan that addresses the shortfall of bays below the target rate and achieves the minimum number of bays required under DP 18.

**FINANCIAL IMPLICATIONS**

There are no financial implications.

**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 for review by the applicant to 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, 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](http://www.sat.justice.wa.gov.au) or by phoning 1300 306 017.

#### **CONCLUSION**

The proposal would result in an additional 80 patrons being permitted at this venue. There have been a number of submissions and a petition received in support of the increase. There have also been submissions of objection received on grounds of noise, anti-social behaviour and parking.

If approved the proposed change of use would provide added vibrancy in the City Centre. This is considered to be in line with the objectives of Karratha City of the North and the City Centre zone.

However, 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 (WA)*. It is considered that the increase in the number of patrons from 120 to 200, as a result of a change of DRGL Licence from Small Bar to Tavern Restricted will result in increased noise levels.

The applicant has put forward mitigation measures to reduce the level of noise from the alfresco area. While this is commendable it relies on self regulation from the operator. The risk to the Shire in approving this change of use is ongoing land use conflict and issue resolution. It is therefore recommended that the application be refused.

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**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.

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**COUNCIL AMENDMENT / RESOLUTION**

Res No : 152667  
MOVED : Cr White-Hartig  
SECONDED : Cr Miller

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

**CARRIED**

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FOR : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr White-Hartig  
AGAINST : Nil

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.

At 6.55 pm Cr Vandenberg re-entered the Chambers.

## **8 EXECUTIVE SERVICES**

### **8.1 SISTER CITIES LETTER OF INTENT**

<b>File No:</b>	<b>ED.18</b>
<b>Responsible Executive Officer:</b>	<b>Chief Executive Officer</b>
<b>Reporting Author:</b>	<b>Manager Marketing and Communications</b>
<b>Date of Report:</b>	<b>5 November 2013</b>
<b>Applicant/Proponent:</b>	<b>Not applicable</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Letter from Qingdao Foreign Affairs Bureau</b>

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#### **PURPOSE**

To seek Council approval for a letter of intent to be sent to the Huangdao District in China as the first step in the potential establishment of a Sister City relationship.

#### **BACKGROUND**

Council has previously resolved to establish Sister City relationships to enable cultural, educational and business exchange with like minded local governments around the world. The Sister Cities Advisory group recommended that a Chinese Sister City was the highest priority and that a port city that received iron ore exported from the Shire of Roebourne would be the best fit. Council endorsed the International Relations Strategy that reflected this course of action at the October Council meeting.

Council officers have been working with the Consulate General of the People's Republic of China in Perth to identify potential cities and regions in China that would be appropriate for a Sister City relationship. Through discussion with Consular staff, the Huangdao District of Qingdao was been identified as a good match for the Shire of Roebourne, having a major iron ore port. Huangdao also has large manufacturing, services and agricultural industries. The district has a population of 1.7 million people and does not have any other Australian Sister Cities. It is serviced by the Qingdao Liuting International Airport. Huangdao District has many areas of mutual interest with the Shire of Roebourne with the potential for strong co-operation and a fruitful inter-city relationship.

The Consul-General has made representations to the Qingdao Foreign Affairs Bureau and Huangdao District Government on our behalf to gauge their interest in establishing a bilateral relationship. The Qingdao Foreign Affairs Bureau has indicated they are enthusiastic about commencing a bilateral relationship between Huangdao and the Shire of Roebourne. The first phase of investigating a Sister City relationship is a letter of intent to establish an official friendly relationship.

#### **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**

Consultation has taken place with the Sister Cities Advisory Group to establish the criteria for a Chinese Sister City. Further consultation will be undertaken once the letter of intent is endorsed by Council.

**COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

There are no statutory implications.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

The budget for the establishment of a Sister City relationship will be managed in accordance with the International Relations Strategy 2013/14 previously endorsed by Council.

**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 2013-2014 provided for this activity:

Our Program: 4.f.1.20 Continue to build the capacity of the organisation to deliver the City of the North Aspiration.

Our Services: 4.f.1.20.1 Participate in the development and implementation of the Shire's Economic Development Strategy.

**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 5.8 of the *Local Government Act 1995* RESOLVES to CONTINUE discussions with the Consulate General of China in Perth to determine other options for a Sister City in China.

**CONCLUSION**

Huangdao District has been identified by the Consulate General of China as a good match for the Shire of Roebourne to potentially establish a Sister City relationship, fulfilling the criteria set out by the Sister City Advisory Group. Huangdao District has expressed an interest establishing a bilateral relationship and a letter of intent will commence this process.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : **152668**  
**MOVED** : **Cr White-Hartig**  
**SECONDED** : **Cr Miller**

**That Council by SIMPLE Majority pursuant to Section 5.8 of the *Local Government Act 1995* RESOLVES to SEND a letter of intent to the Qingdao Foreign Affairs Bureau as the first step in establishing a bilateral relationship with the Huangdao District.**

**CARRIED**

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**FOR** : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg,  
Cr White-Hartig  
**AGAINST** : Nil



## 8.2 OUTDOOR VARIABLE MESSAGE SIGNAGE

<b>File No:</b>	<b>RD.75</b>
<b>Responsible Executive Officer:</b>	<b>Chief Executive Officer</b>
<b>Reporting Author:</b>	<b>Manager Marketing and Communications</b>
<b>Date of Report:</b>	<b>4 November 2013</b>
<b>Applicant/Proponent:</b>	<b>Councillors</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

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### **PURPOSE**

For Council to consider the location and timing of the installation of an outdoor LED variable message sign to promote Shire events.

### **BACKGROUND**

Council included an allocation of \$60,000 in the 2013/14 budget for the installation of a LED variable message sign outside the Shire offices on Welcome Road. The signage is to be used to promote Shire events to passing traffic and would be integrated into the Shire's general marketing and communication activities. Such signs are commonly used in high traffic areas by local governments to communicate with residents and visitors.

Officers have reviewed the planned signage from a marketing and communications perspective and while supportive of variable message signs as another communications tool, believe the Shire Offices are not the best site to maximise the value of the sign. It is expected that the re-opening of Sharpe Avenue as the main street of the CBD will reduce traffic on Welcome Road and Klenk Street. As such, the grounds of the Shire Administration Building is not the most desirable location a variable messaging sign.

The Cultural Precinct project provides a unique opportunity for the proposed LED sign to be integrated into a Shire facility with frontage onto Sharpe Avenue. The extra traffic on Sharpe Avenue will provide greater value for money for the sign than placing it on Welcome Road. Integrating the sign into a greenfield project will also allow for enhanced visual appeal rather than a potentially visually intrusive stand alone sign. Housing the sign in the Cultural Precinct also has the potential for interactive SMS based messaging features similar to the LED signs in Federation Square and other public spaces around the world. Many of the events advertised on the sign will take place at the Cultural Precinct providing further marketing value.

### **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 CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

There are no statutory implications.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

An allocation of \$60,000 has been made in the current financial year for the LED variable message sign. If the recommendation is approved, the funding for the sign would be added to the capital cost of the Cultural Precinct project.

**STRATEGIC IMPLICATIONS**

There are no strategic implications

**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 5.8 of the *Local Government Act 1995* RESOLVES to PURCHASE and INSTALL a LED variable message sign outside the Shire Administration Building on Welcome Road as per the 2013/14 budget allocation.

**CONCLUSION**

A variable messaging sign will provide another tool for the Shire to communicate to residents about upcoming events. Locating the sign in the Cultural Precinct will provide greater utility and better value for money through higher traffic numbers, the ability to integrate the sign into a greenfield project and the potential for interactive features.

**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152669  
**MOVED** : Cr Kickett  
**SECONDED** : Cr Lally

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

1. **INCLUDE LED variable message signage in the scope for the Cultural Precinct development and CANCEL the signage planned for the Shire Administration Building.**
2. **MAKE the appropriate adjustment through the budget review.**

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**CARRIED**

**FOR** : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg,  
Cr White-Hartig  
**AGAINST** : Nil



## 9 CORPORATE SERVICES

### 9.1 FINANCIAL STATEMENT FOR PERIOD ENDING 30 SEPTEMBER 2013

<b>File No:</b>	<b>FM.19</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Management Accountant</b>
<b>Date of Report:</b>	<b>4 November 2013</b>
<b>Applicant/Proponent:</b>	<b>Not applicable</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

#### PURPOSE

To provide a summary of Council's financial position for the period ending 30<sup>th</sup> September 2013.

#### BACKGROUND

The following table is a summary of the Financial Activity Statement Report compared to the Budget as at 30<sup>th</sup> September 2013:

2013-2014	Original Budget	Year to Date Budget	Year To Date Actual	YTD Variance	Var. Ind
Operating Expense	(75,785,178)	(17,736,309)	(13,434,257)	4,302,052	▼
Operating Revenue (incl. Rates)	105,366,343	55,834,878	62,163,501	6,328,623	▲
Non Operating Exp	(51,031,459)	(14,285,388)	(8,100,500)	6,184,888	▼
Non Operating Rev	12,643,124	2,397,740	2,375,619	(22,121)	▼
Non Cash Items Included	8,153,389	872,786	1,191,868	319,082	▲
Estimated Surplus BFWD 12/13	653,781	653,781	772,714	118,933	▲
<b>Surplus/(Deficit) 13/14</b>	<b>0</b>	<b>27,737,488</b>	<b>44,968,945</b>	<b>17,231,457</b>	<b>▲</b>

This table shows that Council is currently in a surplus position \$17.2m above budget. Major variances are as follows:

<b>Operating Revenue</b>	<b>Operating Expense</b>	<b>Non-operating Expense</b>
<p>Over budget due to:</p> <ul style="list-style-type: none"> <li>• \$2.5m grants for Karratha Leisureplex budgeted for the prior financial year being received in 2013/14;</li> <li>• \$1m contribution for the Dampier Community Hub not budgeted;</li> <li>• \$850K over budget in income from the Walkington Theatre and Karratha Leisureplex;</li> <li>• \$2.8m over budget in rates due to timing differences between budget and actual for interim rates issued.</li> </ul>	<p>Under budget in the following programs:</p> <ul style="list-style-type: none"> <li>• \$1.4m in Transport;</li> <li>• \$1m in Recreation;</li> <li>• \$970k in Community Amenities;</li> <li>• \$670k in Finance and Borrowing.</li> </ul>	<p>Under budget in the following projects:</p> <ul style="list-style-type: none"> <li>• 1.2m in Karratha Leisureplex expenses;</li> <li>• \$2m in works for the development of transfer station.</li> </ul>

Further detail on these variances is included later in this report in the variance commentary by Program for the Rate Setting Statement. The 2012/13 end of financial year actual surplus/ (deficit) balances remain subject to adoption by Council.

## 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
<b>Operating Sustainability</b>					
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 low operating expenditure year to date.  An Operating Surplus Ratio in excess of 15% indicates a strong financial position.
	Operating Surplus (excl. capital grants & contributions)/Own Source Revenue	21,962,770	32,853,549	38,759,146	
	Target between 0% and 15%	25.4%	68.5%	80.3%	
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	28,559,117	11,095,629	5,082,572	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	8,075,504	867,828	1,191,868	
	Target - Greater than 0.90	3.54	12.79	4.26	
Own Source Revenue Ratio	An indicator of a local government's ability to cover its costs through its own tax and revenue efforts	86,644,765	47,980,092	48,240,935	This variance is due to operating expenses below YTD budget.
	Own Source Operating Revenue/Operating Expenses	75,785,178	17,736,309	13,434,257	
	Target - Greater than or equal to 0.40	1.14	2.71	3.59	
<b>Liquidity Ratios</b>					
Current Ratio	A measure of a local government's liquidity and its ability to meet its short term financial obligations from unrestricted current assets	9,569,996	Not	50,098,073	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	9,277,760	Applicable	5,715,589	
	Target - greater than or equal to 1	1.03		8.77	
<b>Debt Ratios</b>					
Debt Service Cover Ratio	An indicator of a local government's ability to generate sufficient cash to cover its debt payments	30,042,200	33,721,377	38,759,146	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	6,858	3,429	0	
	Target - more than 2- The higher the better	>10	>10	<0	

**Statement of Financial Position**

	2013 Sep	2013 Aug	% change
<b>Current</b>			
<b>Assets</b>	93,491,219	96,526,539	-3.14%
<b>Liabilities</b>	8,396,019	9,529,219	-11.89%
<b>Non Current</b>			
<b>Assets</b>	264,662,557	262,826,282	0.70%
<b>Liabilities</b>	570,185	570,185	0.00%
<b>Net Assets</b>	349,187,572	349,253,417	

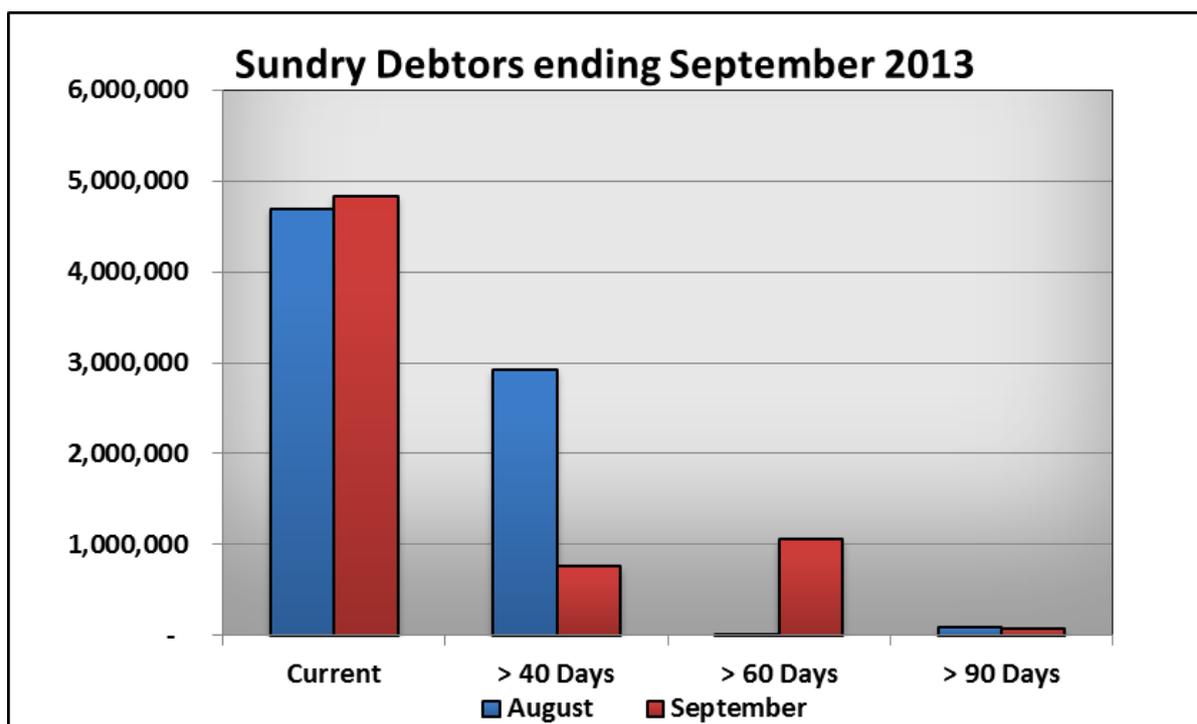
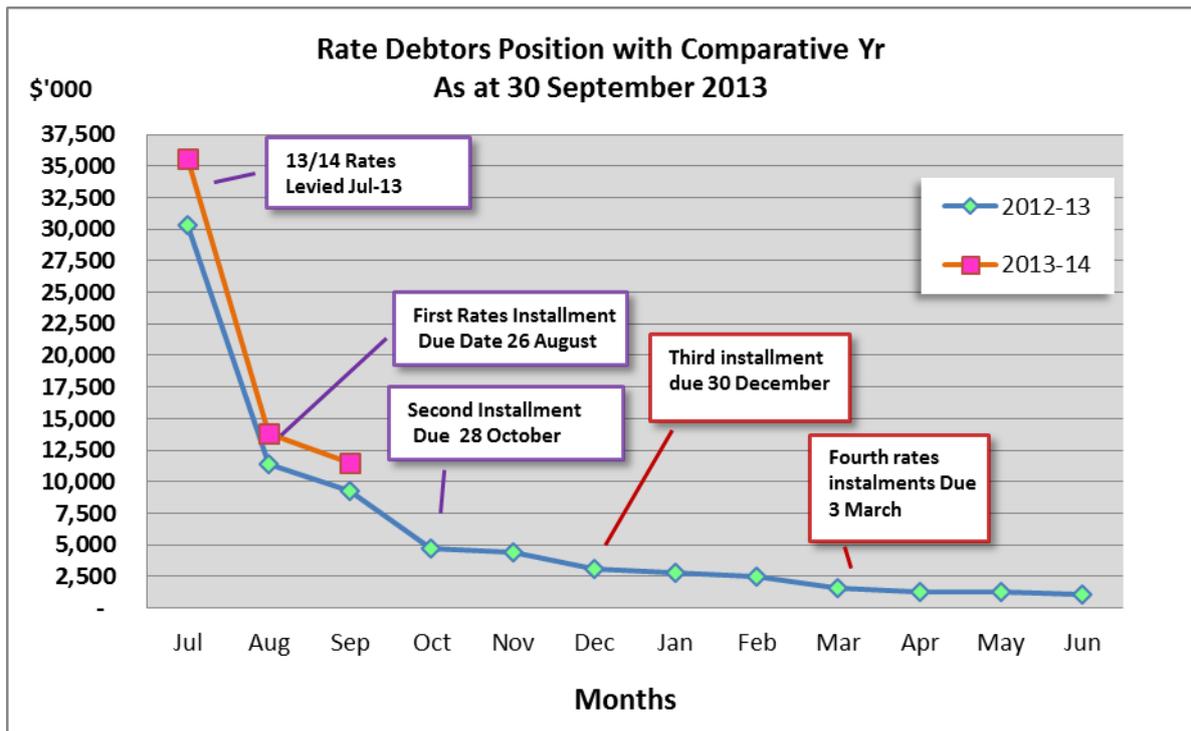
Total Current Assets decreased by 3.14% from August to September due to regular monthly invoicing. Current Liabilities have decreased by 11.89% from August to September due to payment of supplier invoices. Non current assets have increased 0.70% due to capital works commenced in the new financial year. Non Current Liabilities remained unchanged.

**Debtors Schedule**

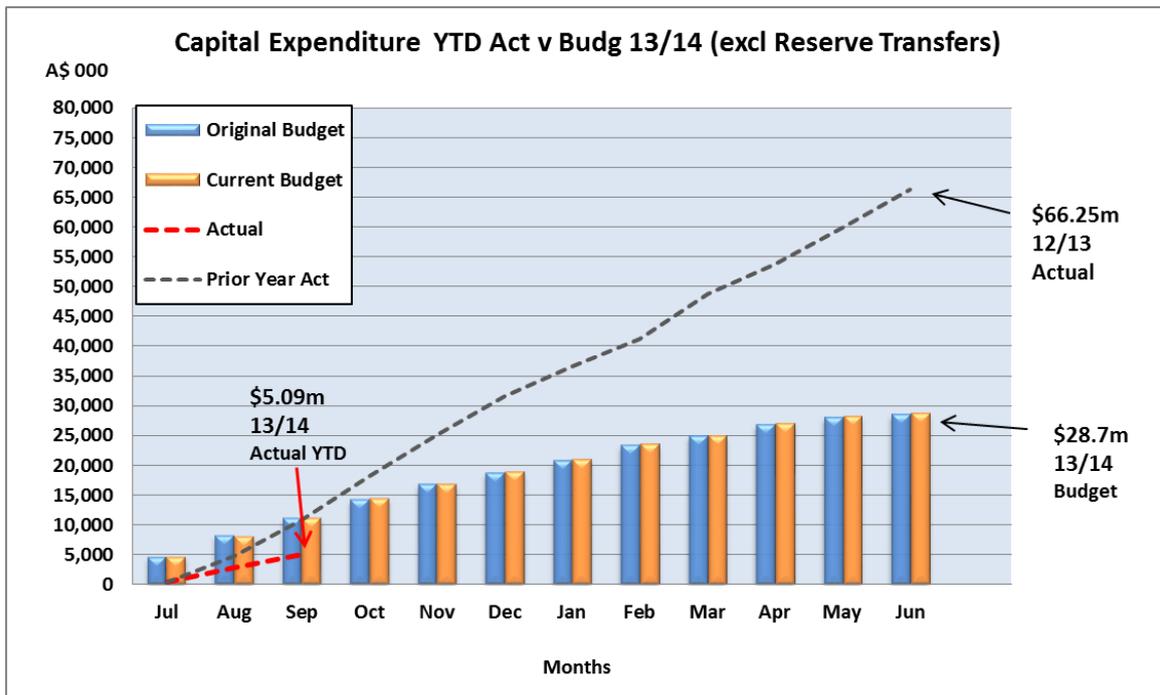
Total Trade Debtors decreased by 13% or \$996,140 in the period due to regular payment of invoices. Stringent debt collection on outstanding debts greater than 40 Days continued in line with Council policy. The following table shows outstanding balances for each aging period for balances in excess of \$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/AIRLINK PTY LTD	\$352,249	\$238,489	\$16,885	\$93,268	\$3,608	No	Followed up payment
ALLIANCE AIRLINES PTY LTD	\$269,927	\$129,820	\$140,107	\$0	\$0	No	Current
Avis Australia	\$376,460	\$26,732	\$0	\$349,728	\$0	No	Under review
ATTORNEY GENERALS DEPT.	\$45,285	\$285	\$0	\$45,000	\$0	No	Followed up payment
Air BP	\$38,683	\$1,576	\$0	\$37,107	\$0	No	Under review
Capiteq Limited t/as Airnorth Regional	\$37,166	\$29,299	\$0	\$7,867	\$0	Yes	
Garuda Indonesia Airways	\$7,011	\$0	\$7,011	\$0	\$0	No	Current
Karratha Netball Association	\$12,221	\$7,054	\$5,196	\$0	-\$29	No	Current
Tox Free Australia Pty Ltd	\$620,005	\$613,455	\$21,341	-\$3,568	-\$11,222	No	Under review
KARRATHA COMMUNITY HOUSE INC.	\$12,076	\$4,829	\$0	\$0	\$7,247	No	Paying installments per arrangement with Manager Leisure Service
KARRATHA AIR LOGISTICS	\$16,592	\$0	\$0	\$0	\$16,592	No	At debt collectors
Karratha Flying Services (2008) Pty Ltd	\$30,126	\$13,857	\$0	\$16,268	\$0	No	Under review - meter to be checked
Landcorp (ABN: 34 868 192 835)	\$16,081	\$9,536	\$0	\$0	\$6,546	No	At debt collectors
QANTAS AIRWAYS LIMITED	\$2,826,772	\$1,779,757	\$542,199	\$495,640	\$9,176	No	Followed up payment

The outstanding rates balance has decreased by 16% or \$2,241,572 due to payment of overdue rates following notices issued for overdue rate payments.



### Capital Expenditure



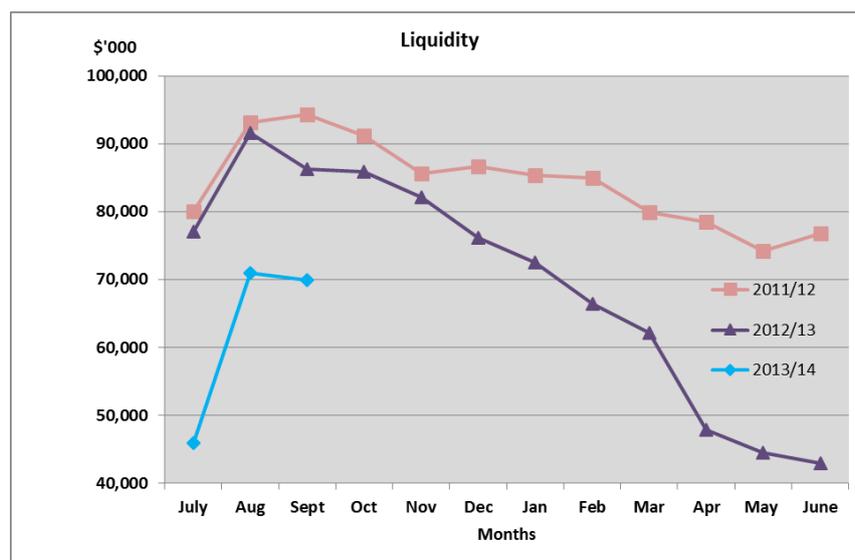
Asset Class	YTD			Annual	
	YTD Amended Budget	YTD Actual	Variance %	Annual Orig Budget	Annual Amend Budget
	30-Sep-13			30-Jun-14	
Land	0	0	0%	0	0
Artwork	0	0	0%	0	0
Buildings	7,014,811	2,230,297	-68%	14,359,126	14,510,298
Equipment	125,000	5,000	0%	288,000	288,000
Furn & Equip	85,700	39,751	-54%	644,800	644,800
Plant	333,290	56,994	0%	1,726,290	1,726,290
Infrastructure	3,536,828	2,756,229	-22%	11,540,901	11,540,901
<b>Totals</b>	<b>11,095,629</b>	<b>5,088,271</b>	<b>-54%</b>	<b>28,559,117</b>	<b>28,710,289</b>

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.

**Cash and Investments**

Account Number	Investment Accounts	Balance 30 September	Interest %	
000063	Reserve Account	2,709,898	2.51	Transactional Account
221755	Maxi Cash Reserve	13,620,245	3.00	Cash Management
273897	Reserve TD - WBC	17,000,000	4.23	Investment
273870	Reserve TD - WBC	10,000,000	4.23	Investment
000020	Municipal Accounts	12,492,170	2.95	Transactional Account
205970	Municipal TD - Bankwest	7,000,000	3.7	Investment
948216228	Municipal TD - NAB	7,000,000	3.9	Investment
	Cash on Hand	26,955	0	Cash Floats
	<b>Total</b>	<b>69,849,267</b>		

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 September, the remaining Royalties for Regions reserve funds invested with Western Australian Treasury Corporation (WATC) were fully expended with no remaining funds now held with WATC. Taking into account current cash flow requirements \$7 million of municipal funds were reinvested in September at 3.7% for a period of one month whilst \$7 million of municipal funds continued to be invested at 3.9% for 3 months to 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 due date 28<sup>th</sup> 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 September 2013 with a current full year balanced budget and actual surplus year to date reported of \$44,968,945 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 <i>Local Government Act</i> , 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 30 September 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 30 September 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.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : **152670**

**MOVED** : **Cr White-Hartig**

**SECONDED** : **Cr Smeathers**

**That Council by SIMPLE Majority pursuant to Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Administration) Regulations 1996* resolves to RECEIVE the Financial Reports for the financial period ending 30 September 2013.**

**CARRIED**

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**FOR** : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg,  
Cr White-Hartig

**AGAINST** : Nil

<b>Shire Of Roebourne</b>						
<b>Notes To And Forming Part Of The Financial Statements</b>						
<b>for the period ending 30 September 2013</b>						
	<b>Original Budget</b>	<b>Budget YTD</b>	<b>Actual YTD</b>	<b>Material Variance &gt;=10%</b>	<b>\$50,000 or more</b>	<b>2012/13</b>
	<b>\$</b>		<b>\$</b>	<b>%</b>	<b>\$</b>	<b>\$</b>
<b>Operating Revenue And Expenses Classified According To Nature And Type</b>						
<b>Revenues from Operations</b>						
Rates	36,406,894	35,006,894	35,232,418	-	(225,524)	29,047,976
Fees and Charges	47,637,743	12,391,994	12,636,077	-	(244,083)	48,449,059
Operating Grant, Subsidies and						
Contributions	11,041,746	2,609,616	3,952,451	51.46%	1,342,835	10,994,220
Interest Earned	2,050,282	512,568	274,493	-46.45%	238,075	2,970,801
Proceeds/Realisation	0	0	0	-	-	0
All Other	549,846	68,636	97,947	42.70%	-	1,288,872
<b>Total</b>	<b>97,686,511</b>	<b>50,589,708</b>	<b>52,193,385</b>	<b>-</b>	<b>1,111,303</b>	<b>92,750,928</b>
<b>Expenses from Operations</b>						
Employee Costs	33,005,625	8,130,233	7,799,356	-	(330,877)	30,784,622
Materials and Contracts	25,770,547	6,728,418	3,147,376	-53.22%	(3,581,042)	20,879,527
Utilities (gas, electricity, water etc)	3,692,330	981,835	573,354	-41.60%	(408,481)	3,172,054
Interest Expenses	3,926	1,988	0	-99.99%	-	1,385,118
Depreciation	8,075,504	867,828	1,191,868	37.34%	324,040	9,176,505
Insurance Expenses	1,419,733	22,165	27,114	22.33%	-	1,875,382
Other Expenses	3,678,191	998,734	694,791	-30.43%	(303,943)	2,910,200
<b>Total</b>	<b>75,645,856</b>	<b>17,731,201</b>	<b>13,433,859</b>	<b>(0)</b>	<b>(4,297,342)</b>	<b>70,183,406</b>
Non Operating Grants, Subsidies and						
Contributions	7,618,395	5,245,020	9,970,116	90.09%	4,725,096	10,702,278
Fair Value Adjustments	0	0	0	-	-	6,223,764
Profit On The Sale Of Assets	(61,437)	(150)	0	0.00%	0	(30,532)
Loss On Asset Disposal	139,322	5,108	0	0.00%	0	1,846,738
<b>Change In Net Assets From Operations</b>	<b>29,581,165</b>	<b>38,098,569</b>	<b>48,729,643</b>	<b>65.47%</b>	<b>5,408,645</b>	<b>25,229,830</b>

In accordance with the materiality threshold adopted by Council for the reporting of variances in Operating Revenue and Expenses classified according to nature and type, the following comments 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
<b>Revenues from Operations</b>					
Operating Grant, Subsidies and Cont.	51.46%	1,342,835	(2,150,000)	▼	Grants-Karratha Education Leisure & Training Project
			(248,000)	▼	Cossack Art Prizes - Contributions
			(75,846)	▼	NAIDOC Week Income
			120,000	▲	Contributions to Strategic Planning Office
			240,000	▲	Waste Infrastructure Program Grant
			252,698	▲	Contributions to Strategic Planning Office
			308,000	▲	Local Govt Programs - Road Projects Grants
Interest Earned	53.55%	238,075	127,979	▲	Interest Earned-Waste Management
<b>Expenses from Operations</b>					
Materials And Contracts	-53.19%	(3,581,042)	(489,363)	▲	Local Planning Strategy (LPS)
			(405,308)	▲	KTA Airport - Landside Mtce
			(208,655)	▲	Dampier Community Hub-Expenditure
			(193,404)	▲	Support Services - Statutory Planning
			(172,300)	▲	Cossack Art Awards Expenses
			(137,500)	▲	KTA Airport - Consultants For Studies
			(136,353)	▲	Open Space/Drain Reserve Mtce
			(113,312)	▲	Oval Maintenance
			(90,348)	▲	Litter Control
			(87,105)	▲	KTA Airport Security
			(80,000)	▲	PIRSA-Pilbara Industry Road Safety Alliance expense
			(78,934)	▲	Office Expenses-Wickham Precinct Facility Mgmt Team
			(74,973)	▲	Recycling
			(64,060)	▲	Asset Management
			(62,734)	▲	Cultural Planning & Develop (incl REAF)
			(58,363)	▲	Plant-Repairs
			(57,000)	▲	Major Community Event
			(56,314)	▲	Footpath Maintenance
			(53,918)	▲	Staff Housing-Mtce Costs
			(52,849)	▲	Arts & Cultural Program
			(50,200)	▲	Crime & Safety Initiatives
			59,870	▼	Reseal Roads
Utilities	-41.60%	(408,481)	(175,500)	▲	KTA Airport - Karratha Terminal Building - Op Exp
			(73,119)	▲	Karratha Leisureplex
Depreciation	37.34%	324,040	55,431	▼	Depreciation-Waste Collection
			91,812	▼	Depreciation-Roads & Streets
Other Expenses	-30.43%	(303,943)	(170,164)	▲	Non Statutory Donations
			(56,000)	▲	MSIS - Retention Payments
Non Operating Grants	90.09%	4,725,096	(3,770,116)	▲	Grants-Karratha Education Leisure & Training Project
			(1,000,000)	▲	Rio Tinto and SOR Contrib-Dampier Community Hub

<b>Shire Of Roebourne</b>						
<b>Rate Setting Statement</b>						
<b>for the period ending 30 September 2013</b>						
<b>Rate Setting Statement</b>	<b>Original Budget</b>	<b>Year to Date Budget</b>	<b>Year To Date Actual</b>	<b>Material Variance &gt;=10%</b>	<b>\$50,000 or more</b>	<b>Var. Ind</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>%</b>	<b>\$</b>	
<b>Operating</b>						
<b>Revenues (Sources)</b>						
General Purpose Funding (excluding Rates)	3,619,076	944,375	1,001,615	-	(57,240)	
Governance	166,257	37,002	64,731	74.94%	-	▲
Law, Order And Public Safety	2,602,691	126,523	637,549	403.90%	(511,026)	▲
Health	165,699	20,100	83,761	316.72%	(63,661)	▲
Education and Welfare	96,000	1,000	44,725	4372.50%	-	▲
Housing	278,952	69,738	60,311	-13.52%	-	▼
Community Amenities	16,884,132	6,669,741	5,542,495	-16.90%	1,127,246	▼
Recreation And Culture	14,645,400	7,038,585	13,551,979	92.54%	(6,513,394)	▲
Transport	29,016,847	5,510,211	5,495,791	-	-	
Economic Services	1,107,530	326,709	357,940	-	-	
Other Property And Services	376,865	84,000	90,188	-	-	
	68,959,449	20,827,984	26,931,084	29.30%	(6,103,099)	
<b>Expenses (Applications)</b>						
General Purpose Funding	(211,250)	(67,068)	(75,380)	12.39%	-	▲
Governance	(4,656,439)	(1,092,655)	(1,017,971)	-	(74,684)	
Law, Order And Public Safety	(2,108,639)	(630,098)	(320,827)	-49.08%	(309,271)	▼
Health	(1,431,902)	(386,524)	(275,748)	-28.66%	(110,776)	▼
Education and Welfare	(241,604)	(58,627)	(44,157)	-24.68%	-	▼
Housing	(915,003)	(196,187)	(252,998)	28.96%	56,811	▲
Community Amenities	(15,670,069)	(3,476,158)	(2,712,371)	-21.97%	(763,787)	▼
Recreation And Culture	(26,020,175)	(6,736,749)	(5,458,811)	-18.97%	(1,277,938)	▼
Transport	(20,847,055)	(4,179,598)	(3,118,234)	-25.39%	(1,061,364)	▼
Economic Services	(2,147,325)	(553,381)	(422,664)	-23.62%	(130,717)	▼
Other Property And Services	(1,535,717)	(359,264)	264,903	-173.73%	(624,167)	▼
	(75,785,178)	(17,736,309)	(13,434,257)	-24.26%	(4,302,052)	
<b>Capital</b>						
<b>Revenue</b>						
Proceeds From Disposal Of Assets	251,650	9,150	0	-100.00%	-	
Tsf From Aerodrome Reserve	0	0	0	-	-	
Tsf From Royalties for Regions Reserve	0	0	629	-	-	
Tsf From Plant Replacement Reserve	957,943	0	0	-	-	
Tsf From Infrastructure Reserve	7,253,325	597,894	523,000	-12.53%	74,894	▼
Tsf From Waste Management Reserve	0	0	0	-	-	
Tsf From Housing Reserve	1,500,000	0	(1,467)	-	-	
Tsf From Public Open Space Reserve	0	0	(237)	-	-	
Tsf From Parks, Ovals and Rec Facilities	0	0	0	-	-	
Tsf From Information Technology Reserve	0	0	0	-	-	
Tsf From Aged Persons Homes Reserve	0	0	0	-	-	
Tsf From Dampier Drainage Reserve	27,804	0	0	-	-	
Tsf From Walkington Theatre Reserve	0	0	0	-	-	
Tsf From Junior Sport Reserve	96,290	0	0	-	-	
Tsf From Workers Comp Res	0	0	0	-	-	
Tsf From Employee Entitlements Res	0	0	0	-	-	
Tsf From Community Development Res	725,000	0	0	-	-	
Tsf From Cossack Infrastructure Res	0	0	0	-	-	
Tsf From Mosquito Control Reserve	0	0	0	-	-	
Tsf From Airconditioning Reserve	0	0	0	-	-	
Tsf From Medical Services Assistance Package Reserve	33,333	0	0	-	-	
Tsf From Heavy Haulage Roads Reserve	0	0	0	-	-	
Tsf From Carry Forward Budget Reserve	1,787,346	1,787,346	1,787,346	-	-	
Tsf From Restricted Funds Reserve	0	0	0	-	-	
Tsf From History & Cultural Publications	0	0	0	-	-	
Restricted Funds Utilised	0	0	0	-	-	
Tsf From Restricted Cash Unspent						
Grants/Contributions	0	0	63,024	-	-63,024	
New Loans Raised	0	0	0	-	-	
Repayments Of Self Supporting Loans	2,932	1,466	1,441	-	-	
Repayments Of Interest Free Loans To Local Groups	7,501	1,884	1,884	-	-	
	12,643,124	2,397,740	2,375,619	-	22,121	

<b>Shire Of Roebourne</b>						
<b>Rate Setting Statement</b>						
<b>for the period ending 30 September 2013</b>						
<b>Rate Setting Statement</b>	<b>Original Budget</b>	<b>Year to Date Amended Budget</b>	<b>Year To Date Actual</b>	<b>Material Variance &gt;=10%</b>	<b>\$50,000 or more</b>	<b>Var. Ind</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>%</b>	<b>\$</b>	
<b>Expenses</b>						
Purchase Of Assets - Land	0	0	0	-	-	
Purchase of Assets - Artwork	0	0	0	-	-	
Purchase Of Assets - Buildings	(14,359,126)	(7,014,811)	(2,224,598)	-68.29%	(4,790,213)	▼
Purchase Of Assets - Equipment	(288,000)	(125,000)	(5,000)	-96.00%	(120,000)	▼
Purchase Of Assets - Furniture & Equipment	(644,800)	(85,700)	(39,751)	-53.62%	-	▼
Purchase Of Assets - Plant	(1,726,290)	(333,290)	(56,994)	-82.90%	(276,296)	▼
Purchase Of Assets - Infrastructure	(11,540,901)	(3,536,828)	(2,756,229)	-22.07%	(780,599)	▼
Loan Principal Repayments	(2,932)	(1,441)	0	-100.00%	-	
Tsf To Aerodrome Reserve	(3,673,514)	(66,822)	(53,098)	-20.54%	-	▼
Tsf To Airconditioning Reserve	0	0	0	-	-	
Tsf To Dampier Drainage Reserve	(1,069)	(267)	(71)	-73.30%	-	▼
Tsf To Plant Replacement Reserve	(1,365,234)	(22,245)	(6,750)	-69.66%	-	▼
Tsf To Walkington Theatre Reserve	(203)	(51)	(14)	-73.43%	-	▼
Tsf To Workers Compensation Reserve	(24,960)	(6,240)	(1,664)	-73.33%	-	▼
Tsf To Royalties for Regions Reserve	0	0	0	-	-	
Tsf To Infrastructure Reserve	(11,007,169)	(2,887,649)	(2,839,818)	-	-	
Tsf To Waste Management Reserve	(5,514,212)	(165,534)	(39,682)	-76.03%	(125,852)	▼
Tsf To Housing Reserve	0	0	(3,052)	-	-	
Tsf To Parks, Ovals & Rec Facilities Reserve	0	0	0	-	-	
Tsf To Aged Persons Home Reserve	(2,872)	(717)	(218)	-69.57%	-	▼
Tsf To Information Technology Reserve	0	0	0	-	-	
Tsf To Junior Sport Reserve	(3,730)	(933)	(249)	-73.34%	-	▼
Tsf To Public Open Space Reserve	(2,943)	(735)	(493)	-32.94%	-	▼
Tsf To Mosquito Control Reserve	(167)	(42)	(10)	-77.26%	-	▼
Tsf To History & Cultural Publications Reserve	(2,177)	(543)	(151)	-72.28%	-	▼
Tsf To Employee Entitlements Reserve	(91,927)	(22,983)	(5,990)	-73.94%	-	▼
Tsf To Community Development Reserve	(768,884)	(10,971)	(2,912)	-73.45%	-	▼
Tsf To Underground Power Reserve	0	0	0	-	-	
Tsf To Medical Services Assistance Package Reserve	(10,349)	(2,586)	(734)	-71.60%	-	▼
Tsf To Carry Forward Budget Reserve	0	0	0	-	-	
Tsf To Restricted Funds Reserve	0	0	0	-	-	
Interest Free Loan Principal	0	0	0	-	-	
Tsf of Unbudgeted Muni Restricted Cash	0	0	0	-	-	
Income Set Aside As Restricted Funds	0	0	(63,024)	-	63,024	
	(51,031,459)	(14,285,388)	(8,100,500)	-43.30%	(6,184,888)	
<b>Adjustment For Non Cash Items</b>						
Depreciation	8,075,504	867,828	1,191,868	37.34%	(324,040)	▲
Movement in Employee Benefit Provisions	0	0	0	-	-	
Movement in Accrued Interest	0	0	0	-	-	
Movement in Accrued Salaries & Wages	0	0	0	-	-	
Movement in Deferred Pensioner Rates	0	0	0	-	-	
(Profit) / Loss On Disposal Of Assets	77,885	4,958	0	-	-	
	8,153,389	872,786	1,191,868	36.56%	(319,082)	
<b>Surplus Brought Forward 1 July</b>	653,781	653,781	772,714			
<b>Amount Raised From Rates</b>	36,406,894	35,006,894	35,232,418	-	(225,524)	
<b>Surplus / (Deficit)</b>	<b>0</b>	<b>27,737,488</b>	<b>44,968,945</b>			

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.

By Program	Material Variance		Significant Items		
			Amount	Indicator	Commentary
Operating Revenue					
Law, Order & Public Safety	403.90%	(511,026)	(515,000)	▲	Invoices to Rio Tinto for Community Safety and Ranger Contributions issued ahead of schedule as per Rio request
			70,000	▼	NWS project - needs to be increased to \$120K , (90 now and 30 in May) Agreement signed by CEO 15 Oct
Community Amenities	-16.90%	1,127,246	297,196	▼	Less liquid waste received than forecast
			293,270	▼	Less commercial waste received than forecast
			252,698	▼	RTIO payment for Club Development already made and income from awards night
			240,000	▼	Remaining Waste Infrastructure Grant funds to be paid as per Milestones identified in application
			12,000	▼	DoP has confirmed funding of \$760,000 from Northern Planning Program for 2013/14
			115,922	▼	Less town planning application fees received than budgeted
			(143,811)	▲	More contaminated waste received than forecast in budget for 1st quarter.
Recreation And Culture	92.54%	(6,513,394)	(64,788)	▲	Funding for tracks and trails masterplan via lotterywest.
			(67,693)	▲	Surplus REAF ticketing Income which requires transfer to REAF income account.
			(75,846)	▲	NAIDOC Week income
			(96,136)	▲	RTIO payment already made and income from awards night
			(248,000)	▲	Cossack Art Prize Contributions
			(279,884)	▲	\$870,116 CLGF identified as Income in Advance in 12/13 entered to IE 1200, \$1.2m Lotterywest not budgeted, \$50K Rio Tinto program funding not invoiced
			(415,845)	▲	Increased demand Leisureplex Admissions and Kiosk sales greater than expectations
			(500,000)	▲	Rio Partnership Funding received a month prior.
			(1,000,000)	▲	RTIO Partnership Contribution for Stage 1/2 Jul13
			(3,770,116)	▲	\$1m Ed Dpt Grant and \$870,116 CLGF identified as Income in Advance in 12/13 and \$1.9m Woodside Grant Inv raised in July

By Program	Material Variance		Significant Items		
			Amount	Indicator	Commentary
<b>Operating Expenses</b>					
Law, Order, Public Safety	-49.08%	(309,271)	(80,000)	▼	PIRSA Monies due to be spent as received - \$13.5K on crash trailers.
			(50,000)	▼	Off Road Vehicle Track - Awaiting outcome of meeting with Govt advisory committee - gazetted to be considered by group possibly late November, with consultation to commence thereafter. Not likely to proceed further until Feb/March 2014
Health	-28.66%	(110,776)	(56,000)	▼	MSIS retention payments have been withheld until contact alterations have been finalised with practices
Community Amenities	-21.97%	(763,787)	(253,157)	▼	LazyLands is being managed by Strategic Projects. Planning Services is responsible for finalising associated Amendment 32. Costs of service will be charged to project. Consultant has been appointed (October) site investigations and DAP to take place Nov/Dec
			(80,000)	▼	Records Management project being managed by Records
			(74,973)	▼	Recycling and concrete crushing not yet occurred . Re-phase budget. Expected commencement post March 14.
			(70,573)	▼	Litter Control expenditure incurred, invoices not received.
			(61,150)	▼	Roebourne Visioning & Structure Plan contracts have been awarded to the value of \$55,800 (\$15,000 contribution from Community Services)
			(59,156)	▼	Local Planning Strategices: invoices to be paid once all evidential analysis papers have been completed to Shire satisfaction
			(58,934)	▼	Refuse Site Maintenance - 7 Mile
			(50,000)	▼	Sulo Bin replacement order placed
			(50,000)	▼	Karratha Redevelopment Plan: Consultants to be paid for storm surge risk management workshop. Consultants appointed to commence work on Karratha Revitalisation Plans (\$300,000 ex GST)
			54,314	▲	Adjustment in depreciation required due to plant revaluation which occurred in June 2013
			82,249	▲	Plant Operating Costs not accounted for in Waste Budget
			273,205	▲	Plant Operating Costs not accounted for in Waste Budget
Recreation And Culture	-18.97%	(1,277,938)	(204,905)	▼	Dampier Community Hub Expenditure architect expenses did not come through in Sep as expected. These have been moved to Nov/Dec
			(146,046)	▼	Contractor final payment for Cossack Art Awards to be made at the end of October
			(136,355)	▼	balance Q1 under expenditure.
			(90,000)	▼	Order for materials and service to top dress ovals issued in October.
			(79,024)	▼	Office expenses for Wickham Precinct facility management team: \$25k spend to Dec13, further spend TBC when FA signed Jan/Feb14
			(57,000)	▼	Major Community Event spending wont occur until early 2014
			(50,000)	▼	Pavillion design and investigation not yet commenced

By Program	Material Variance		Significant Items		
			Amount	Indicator	Commentary
Transport	-25.39%	(1,061,364)	(762,380)	▼	Purchase order issued to Mak industry for WWTP Maintenance with handover scheduled October 2013 plus kerb reinstatement works have occurred but not invoiced. Purchase Order for International business plan raised but not yet invoiced. Security Contract and Car park contractor invoices for Septemebr received but not yet processed.
			(58,724)	▼	Kerb repair work will need to be pushed out to coincide with remaining reseal work in Bulgarra due November to December
			59,862	▲	Reseal works occurred prior to when anticipated. Within overall budget
			101,793	▲	Adjustment in depreciation required due to plant revaluation which occurred in June 2013
Other Property And Services	-55.67%	(156,235)	(70,000)	▼	Road Data Collection: Contract due to start in November
			(60,128)	▼	Plant Repairs: Vacant positions in TA, Supervisor and Coordinator roles. Anticipate balance by end of FY based on new strucutre

By Program	Material Variance		Significant Items		
			Amount	Indicator	Commentary
<b>Capital Revenue</b>					
Tsf From Infrastructure Reserve	-12.53%	74,894	74,894	▼	Transfer to Reserve for footpath program did not occur as budgeted in 12/13 therefore no related transfer from reserve required in 13/14
<b>Capital Expenses</b>					
Purchase of Assets - Buildings	-68.29%	(4,790,213)	(1,994,040)	▼	7 Mile Tip Buliding Improvments tender has been advertised for majority of works, anticipate full project delivery Feb 2014
			(488,715)	▼	Delays in obtaining the building permit for New Airport Depot W/S Facility have affected the progress of works and hence progress daims
			(341,295)	▼	Beginning of KEC demolition was delyed by REAF and FeNaCLNG
			(337,845)	▼	Forward works on the Airport Offices for Sep posted to October
			(68,724)	▼	Restoration Works -Cossack Buildings
			(65,000)	▼	Wickham SES tender opening was delayed due to resolution of site issues, the tender has now closed and is subject to evaluation
			(50,001)	▼	NS Projects recently appointed for Cultural precinct - Est expend \$120k. Civic Precinct recently appointed APP est \$ PHIL??
Purchase of Assets - Equipment	-96.00%	(120,000)	(59,700)	▼	Purchase computer quipment - changes to actuals from original estimated monthly.
			(55,000)	▼	Purchase - Equipment, Vehicles & Plant - Substantial price increase since original budget estimates for both acquisition, additional floor plates due to not being able to confirm concrete floor specs and required electrical works for installation, require additional \$10K, works delayed Deposit required Oct balance on completion Dec
			(50,000)	▼	Litter trailer is not recommended as feedback has supported that the unit is operationally unsuccessful, an alternative water cart is required for compliance in dust suppression in accordance with our DER Licence and is being evaluated.
Purchase of Assets - Infrastructure	-22.07%	(780,599)	(426,809)	▼	Footpaths Program behind schedule. Subject to endorsement of 10 year program and have encountered some design issues with proposed locations and other infrastructure
			(290,250)	▼	Roebourne Wittenoom works delayed due to heavy rains mid year. Works scheduled in March
			(171,750)	▼	40 Mile works delayed due to heavy rains mid year. Works scheduled in February
			(108,272)	▼	Cleaverville Road Gravel Resheeting works progressed ahead of program. Within Budget
			(94,608)	▼	Immediate (Dampier Pipeline) failures that needed to be addressed ahead of program have been with Shire employment costs and overheads. Overall program within Budget. Dampier Pipeline drainage has been attended to by SOR staff and not all contractors. To be addressed in Budget review
			(78,994)	▼	Water Infrastructure upgrades: PM time spent on this project has been less than anticipated
			(60,000)	▼	Roebourne Skate Park: awaiting resolution on Roebourne Recreational Precinct - Nov OCM 2013
			(54,000)	▼	Airport road upgrade - subject to RADS funding
			(50,000)	▼	Norman Road Extension - Airport
			53,385	▲	Footpaths-Dampier Highway Stage 2
Tsf To Waste Management Reserve	-76.03%	(125,852)	(125,852)	▼	Reserve funds invested in 3 month TD and delay in processing Interest due to Synergy Error

**Shire Of Roebourne**  
**Statement Of Financial Activity**  
**for the period ending 30 September 2013**

**Note 1. Net Current Assets**

	<b>Year to Date</b>	<b>2013/14</b>
	<b>Actual</b>	<b>Budget</b>
<b>Note</b>	<b>30 Sep 2013</b>	<b>Brought Fwd</b>
	<b>\$</b>	<b>1 July 2013</b>
		<b>\$</b>
<b>Current Assets</b>		
Cash and Cash Equivalents – Unrestricted	26,456,121	1,762,726
Net Trust Liabilities in Muni	(12,669)	0
Trust - ATM Floats	0	0
Trust - Medical Services Incentive Services	0	0
Cash and Cash Equivalents - Restricted - LSL & R4R	-	0
Cash and Cash Equivalents - Restricted – Reserves	43,330,142	41,683,825
Cash - Restricted Unspent Grants/Contributions	63,024	
Cash - Restricted Unspent Loans	0	
Trade and Other Receivables	20,265,971	10,666,872
Land held for Resale - Development Costs	0	
Inventories	340,024	595,000
Total Current Assets	90,442,614	54,708,423
<b>Current Liabilities</b>		
Trade and Other Payables	2,102,549	12,370,817
Bank Overdraft	0	0
Current Portion of Long Term Borrowings	2,935	2,735
Current Portion of Provisions	4,064,328	2,232,782
Total Current Liabilities	6,169,813	14,606,334
<b>Net Current Assets</b>	84,272,801	40,102,089
<b>Plus (Minus) Items To Be Excluded</b>		
Take Out Reserve Funds	(43,330,142)	(41,683,825)
Take Out Fully Restricted Cash (Grants/Contributions)	(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	2,232,782
Add Back Current Borrowings	2,935	2,735
<b>Net Current Asset Position</b>	44,968,945	653,781

## ***Shire Of Roebourne***

### **Statement Of Financial Activity (cont.) for the period ending 30 September 2013**

Note Explanation:

1) Reserves, Long Service Leave and Royalties for Regions (R4R – Karratha Leisure Complex) are Cash Backed

2)

Total Trade and Other Receivables	20,265,971
Total Rates Debtors Outstanding	6,721,748

**Shire Of Roebourne**  
**Statement of Financial Position**  
**for the period ending 30 September 2013**

<b>Note 2: Balance Sheet</b>	<b>Actual 2013/14 \$</b>	<b>Actual 2012/13 \$</b>
<b>Current Assets</b>		
Cash On Hand	26,955	27,255
Cash and Cash Equivalents - Unrestricted	26,492,170	936,647
Cash and Cash Equivalents - Restricted (Trust)	3,028,830	2,944,984
Cash and Cash Equivalents - Restricted (Reserves/Muni)	43,330,142	42,684,509
Trade and Other Receivables	20,273,079	9,777,096
Inventories	340,042	449,261
<b>Total Current Assets</b>	<b>93,491,219</b>	<b>56,819,751</b>
<b>Non Current Assets</b>		
Trade and Other Receivables	53,402	53,402
Property, Plant and Equipment	157,004,929	163,350,919
Infrastructure	107,604,226	97,367,531
<b>Total Non Current Assets</b>	<b>264,662,557</b>	<b>260,771,853</b>
<b>Total Assets</b>	<b>358,153,776</b>	<b>317,591,604</b>
<b>Current Liabilities</b>		
Bank Overdrafts	0	0
Trade and Other Payables	1,287,256	9,607,922
Trust Liabilities	3,041,499	2,887,905
Long Term Borrowings	2,935	2,935
Provisions	4,064,328	4,064,328
<b>Total Current Liabilities</b>	<b>8,396,019</b>	<b>16,563,091</b>
<b>Non Current Liabilities</b>		
Long Term Borrowings	53,402	53,402
Provisions	516,783	516,783
<b>Total Non Current Liabilities</b>	<b>570,185</b>	<b>570,185</b>
<b>Total Liabilities</b>	<b>8,966,204</b>	<b>17,133,276</b>
<b>Net Assets</b>	<b>349,187,572</b>	<b>300,458,328</b>
<b>Equity</b>		
Accumulated Surplus	289,947,110	241,863,499
Asset Revaluation Reserve	15,910,320	15,910,320
Reserves	43,330,142	42,684,509
<b>Total Equity</b>	<b>349,187,572</b>	<b>300,458,328</b>

**Shire Of Roebourne**  
**Statement Of Financial Activity**  
**for the period ending 30 September 2013**

**Note 3: Cash and Cash Equivalents**

	\$
<b>Municipal &amp; Trust Fund Bank</b>	
Cash On Hand	26,955
Westpac on call	3,001,429
Westpac on call & Term Deposits	<u>26,519,571</u>
	<b><u>29,547,955</u></b>
<b>Reserves Fund Bank</b>	
Westpac/WATC/Bankwest on call & Term Deposits	<u>43,330,142</u>
	<b><u>43,330,142</u></b>
<b>Total Cash</b>	<b><u>72,878,098</u></b>

<b>Note 4</b>			
<b>Shire Of Roebourne</b>			
<b>Statement Of Financial Activity</b>			
<b>by Divisions by Activities</b>			
<b>for the period ending 30 September 2013</b>			
	<b>2013/2014 Budget</b>	<b>2013/2014 Year To Date Budget</b>	<b>2013/2014 Actual To Date</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
Note: Material Variance is Year to Date Amended Budget to Year to Date Actual ( => 10% or => \$50,000)			
<b>EXECUTIVE SERVICES</b>			
Net (Cost) Revenue to Council for Members of Council	(974,642)	(181,392)	(137,018)
Net (Cost) Revenue to Council for Cossack Infrastructure Project	0	(68,724)	0
Net (Cost) Revenue to Council for Executive Adm in	(938,564)	(232,392)	(198,997)
Net (Cost) Revenue to Council for Public Affairs	(358,750)	(120,030)	(78,169)
<b>CORPORATE SERVICES</b>			
Net (Cost) Revenue to Council for Rates	36,596,354	35,149,135	35,687,103
Net (Cost) Revenue to Council for General Revenue	(4,392,526)	2,140,123	2,110,464
Net (Cost) Revenue to Council for Corporate Services	3,596,395	952,480	437,639
Net (Cost) Revenue to Council for Human Resources	(1,696,898)	(412,078)	(263,125)
Net (Cost) Revenue to Council for Corporate Compliance Services	(1,939,401)	(440,053)	(218,061)
Net (Cost) Revenue to Council for Information Services	(850,942)	(309,993)	(184,596)
Net (Cost) Revenue to Council for Television & Radio Services	(9,921)	(2,160)	(868)
Net (Cost) Revenue to Council for Staff Housing	(346,182)	(7,910)	(61,692)
<b>COMMUNITY SERVICES</b>			
Net (Cost) Revenue to Council for Rio Tinto and SOR Community Infrastructure and Services Partnership	(473,968)	612,934	1,866,425
Net (Cost) Revenue to Council for Community Development	(2,108,932)	(617,439)	(203,292)
Net (Cost) Revenue to Council for Cossack Art Awards	(131,612)	(246,612)	139,713
Net (Cost) Revenue to Council for Youth Development	(23,700)	(5,300)	45,825
Net (Cost) Revenue to Council for Other Culture	(234,160)	(77,096)	(56,083)
Net (Cost) Revenue to Council for Arts & Culture Program	(46,304)	(96,514)	513,885
Net (Cost) Revenue to Council for Community Sponsorship	(1,953,502)	(489,876)	(292,159)
Net (Cost) Revenue to Council for Daycare Centres	(124,313)	(21,807)	(1,968)
Net (Cost) Revenue to Council for Child Health Clinics	(102,830)	(24,658)	(16,489)
Net (Cost) Revenue to Council for Karratha Entertainment Centre	(70,944)	(364,439)	(4,416)
Net (Cost) Revenue to Council for Karratha Aquatic Centre	0	0	3,624
Net (Cost) Revenue to Council for Roeboume Aquatic Centre	(544,771)	(229,422)	(89,848)
Net (Cost) Revenue to Council for Libraries	(1,583,308)	(422,895)	(316,466)
Net (Cost) Revenue to Council for Cossack Operations	(368,392)	(94,965)	(54,553)
Net (Cost) Revenue to Council for Ovals & Hardcourts	(1,409,552)	(464,017)	(279,007)
Net (Cost) Revenue to Council for Karratha Bowling & Golf	(542,183)	(110,865)	(166,195)
Net (Cost) Revenue to Council for Pavilions & Halls	(776,676)	(195,786)	(230,753)
Net (Cost) Revenue to Council for Recreation Projects	(867,717)	(331,182)	(80,100)
Net (Cost) Revenue to Council for Playgrounds	(416,032)	(81,507)	(60,811)
Net (Cost) Revenue to Council for Youth Centres	(3,640)	(909)	(446)
Net (Cost) Revenue to Council for Medical Services	30,424	(45,191)	44,871
Net (Cost) Revenue to Council for Other Buildings	(297,195)	(73,084)	(17,267)
Net (Cost) Revenue to Council for The Youth Shed	(888,227)	(314,677)	(176,479)
Net (Cost) Revenue to Council for Karratha Leisureplex	(2,205,104)	(1,246,479)	4,402,952
Net (Cost) Revenue to Council for Pam Buchanan Family Centre	(102,851)	(19,725)	(96,574)
Net (Cost) Revenue to Council for Aged Persons Housing	0	0	0
Net (Cost) Revenue to Council for Asbestos Remediation Project Roebou	0	0	(467)

<b>Shire Of Roebourne</b>			
<b>Statement Of Financial Activity</b>			
<b>by Divisions by Activities</b>			
<b>for the period ending 30 September 2013</b>			
	<b>2013/2014 Budget</b>	<b>2013/2014 Year To Date Budget</b>	<b>2013/2014 Actual To Date</b>
<b>DEVELOPMENT &amp; REGULATORY SERVICES</b>			
Net (Cost) Revenue to Council for Emergency Services	(551,983)	(117,127)	(39,622)
Net (Cost) Revenue to Council for Ranger Services	(961,454)	(367,246)	152,704
Net (Cost) Revenue to Council for Business Improvement Process	(169,284)	(46,004)	(8,623)
Net (Cost) Revenue to Council for Tourism/Visitors Centres	(479,159)	(152,709)	(119,785)
Net (Cost) Revenue to Council for Community Safety	(297,796)	(87,739)	276,250
Net (Cost) Revenue to Council for Economic Development	(278,588)	(88,823)	(40,198)
Net (Cost) Revenue to Council for Camping Grounds	47,220	42,460	46,927
Net (Cost) Revenue to Council for Building Control	89,058	49,602	84,191
Net (Cost) Revenue to Council for Health Services	(956,877)	(222,272)	(190,285)
Net (Cost) Revenue to Council for Town Planning	(1,229,783)	(382,517)	(259,546)
Net (Cost) Revenue to Council for Strategic Planning	(319,025)	9,895	115,948
Net (Cost) Revenue to Council for Development Services	(90,535)	(22,635)	(4,544)
<b>INFRASTRUCTURE SERVICES</b>			
Net (Cost) Revenue to Council for Depots	(503,630)	(104,497)	(84,355)
Net (Cost) Revenue to Council for Public Services Overheads	(151,759)	19,068	320,611
Net (Cost) Revenue to Council for Vehicles & Plant	(1,650,959)	(409,560)	203,259
Net (Cost) Revenue to Council for Roads & Streets	(5,343,243)	(1,097,451)	(973,418)
Net (Cost) Revenue to Council for Parks & Gardens	(2,038,467)	(463,626)	(298,445)
Net (Cost) Revenue to Council for Drainage	(321,006)	(250,253)	(207,974)
Net (Cost) Revenue to Council for Footpaths & Bike Paths	(1,207,033)	(539,549)	(170,076)
Net (Cost) Revenue to Council for Effluent Re-Use Scheme	(1,218,721)	(299,959)	(102,985)
Net (Cost) Revenue to Council for Cemeteries	(85,741)	(27,917)	(3,485)
Net (Cost) Revenue to Council for Public Toilets	(476,180)	(83,812)	(67,889)
Net (Cost) Revenue to Council for Beaches, Boat Ramps, Jetties	(318,812)	(60,104)	(31,827)
Net (Cost) Revenue to Council for Town Beautification	(1,783,105)	(431,701)	(256,264)
Net (Cost) Revenue to Council for Bus Shelters	(100,000)	0	(4,379)
Net (Cost) Revenue to Council for Private Works & Reinstatements	0	0	(106,083)
Net (Cost) Revenue to Council for Works Overheads	93,506	31,359	510,027
Net (Cost) Revenue to Council for Parks & Gardens Overheads	184,001	52,710	312,754
Net (Cost) Revenue to Council for Tech Services	(1,138,399)	(287,616)	(1,038,786)
Net (Cost) Revenue to Council for Tech Services Overheads	0	0	(3,418)
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	(5,816)
<b>STRATEGIC BUSINESS PROJECTS</b>			
Net (Cost) Revenue to Council for Project Management	36,930	15,967	1,947
Net (Cost) Revenue to Council for Waste Collection	(3,761,530)	2,393,364	2,241,613
Net (Cost) Revenue to Council for Landfill Operations	2,686,739	(636,705)	951,373
Net (Cost) Revenue to Council for Waste Overheads	1,276,056	349,371	197,723
Net (Cost) Revenue to Council for Karratha Airport	6,557,872	(1,240,566)	783,545
Net (Cost) Revenue to Council for Tien Tsin Inne	59,591	36,308	45,971
Net (Cost) Revenue to Council for Other Airports	(6,546)	(1,503)	0



**9.2 LIST OF ACCOUNTS OCTOBER 2013**

<b>File No:</b>	<b>FM.19</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Creditors Officer</b>
<b>Date of Report:</b>	<b>31 October 2013</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

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**PURPOSE**

To advise Council of payments made 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 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.1.5	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 \$12,607,399.64 submitted and checked with vouchers, being made up of:

- a. Trust Vouchers 204 to 216 (Inclusive),
- b. EFT24076 to EFT24654 (Inclusive),
- c. Cheque Vouchers 76345 to 76425 (Inclusive)
- d. Cancelled cheques 76347, 76365, 73685, 76356, 76375, 76377, 76387, EFT24140, EFT24269, EFT 24388, EFT24340, EFT24361, EFT24511, EFT24395, EFT24378, EFT23034, EFT24459, EFT24522
- e. Direct Debits DD18849.1 To DD18987.1
- f. Payroll Cheques \$1,604,532.85  
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 / COUNCIL RESOLUTION**

Res No : 152671  
 MOVED : Cr Smeathers  
 SECONDED : Cr Lally

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

**ACCEPT payments totalling \$12,607,399.64 submitted and checked with vouchers, being made up of:**

- a) Trust Vouchers 204 to 216 (Inclusive),
- b) EFT24076 to EFT24654 (Inclusive),
- c) Cheque Vouchers 76345 to 76425 (Inclusive)
- d) Cancelled cheques 76347, 76365, 73685, 76356, 76375, 76377, 76387, EFT24140, EFT24269, EFT 24388, EFT24340, EFT24361, EFT24511, EFT24395, EFT24378, EFT23034, EFT24459, EFT24522
- e) Direct Debits DD18849.1 To DD18987.1
- f) Payroll Cheques \$1,604,532.85

**CARRIED**

FOR : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
 AGAINST : Nil

Chq/EFT	Date	name	Description	Amount
204	07.10.2013	Karratha Netball Association	Refund - Venue Hire Bond 15/09/13	250.00
205	07.10.2013	Bond Administrator	Rental Security Bond - N. Wain	976.50
206	28.10.2013	Bond Administrator	Rental Security / Pet Bond K. Nieuwoudt	1,494.52
207	28.10.2013	Pivot Way Pty Ltd	Refund - Verge Bond	3,000.00
208	29.10.2013	B Beaumont	Refund - 2013 Election Nomination Deposit	80.00
209	29.10.2013	R Delarie	Release - Performance Bond Guarantee	8,692.12
210	29.10.2013	Iffah Doyle	Refund - Karratha Library Travellers Membership Bond	100.00
211	29.10.2013	Leanne Evans	Refund - Hire Bond Cossack Bond Store 07/09/13	750.00
212	29.10.2013	B Johnston	Refund - 2013 Election Nomination Deposit	80.00
213	29.10.2013	N Kickett	Refund - 2013 Election Nomination Deposit	80.00
214	29.10.2013	J Pope	Refund - 2013 Election Nomination Deposit	80.00
215	29.10.2013	S Simpson	Refund - 2013 Election Nomination Deposit	80.00
216	29.10.2013	R Vandenburg	Refund - 2013 Election Nomination Deposit	80.00
EFT23034	7/08/2013	Kross Kulcha	Cancelled Cheque	-500.00
EFT24076	03.10.2013	Macroplan Australia (WA) Pty Ltd	SoR - Local Planning Strategy Tender Evaluation Report	110,644.60
EFT24077	03.10.2013	Chefmaster Australia	Depot - Sulo Bin Liners H/D	3,218.30
EFT24078	03.10.2013	Chandler Macleod	Labour Hire	15,186.10
EFT24079	03.10.2013	Dampier Community Association	Hire Of Dampier Community Hall For Workshop 11/9/13	330.00
EFT24080	03.10.2013	Institute Of Public Works Engineering Australasia	KTA Airport - International Infrastructure Management Manual for Airport	418.00
EFT24081	03.10.2013	Karratha Primary School	Bucks For Bags Donation	60.00
EFT24082	03.10.2013	Karratha International Hotel	REAF 2013 - Accommodation 13/9/13 - 16/9/13	2,650.00
EFT24083	03.10.2013	Les Mills Aerobics Australia	KLP -Contract Aerobic Class Fees 2013	1,218.64
EFT24084	03.10.2013	Local Government Managers Australia	LGMA - E-Connect Registration Fee 2013/2014	2,310.00

Chq/EFT	Date	name	Description	Amount
EFT24085	03.10.2013	WALGA (Marketforce)	Advertising - Candidate Information Session - 02/09/13	836.73
EFT24086	03.10.2013	Water2Water	KLP - Monthly Cooler Rental	132.00
EFT24087	03.10.2013	Parry's Merchants	KLP - Kiosk Stock	885.25
EFT24088	03.10.2013	SAI Global Ltd	BCA + Standards CD Subscription	2,175.00
EFT24089	03.10.2013	TNT Express	Freight	1,985.17
EFT24090	03.10.2013	Truck Centre (WA) Pty Ltd	Parts	51.83
EFT24091	03.10.2013	Thrifty Car Rental	Car Hire 8/9/13 - 11/9/13	340.60
EFT24092	03.10.2013	Worksense Safety & Workwear	Safety Work Boots	153.04
EFT24093	03.10.2013	Atom Supply	Depot Various Hand Tools	1,221.94
EFT24094	03.10.2013	Blackwoods (Atkins Carlyle Ltd)	Depot - Gloves Stock	103.51
EFT24095	03.10.2013	A Noble & Son Ltd - WA Division	KLP - Equipment & Materials, Volleyball Netting	1,404.82
EFT24096	03.10.2013	Protector Alsafe	Depot Stock - Gloves Stock	106.81
EFT24097	03.10.2013	A & P Transport	Stock - Poultry Mix	135.00
EFT24098	03.10.2013	Abco Products	Depot Stock - 5Lt Ecozyme B+	2,078.34
EFT24099	03.10.2013	Assetic Australia Pty Ltd	Data Testing 40%	6,534.00
EFT24100	03.10.2013	Analytical Reference Laboratory (WA) Pty Ltd	KLP - Analysis Of Water Samples	67.65
EFT24101	03.10.2013	Civica Pty Ltd	Performance Management System - Data Gathering And Technical Install	19,932.00
EFT24102	03.10.2013	Ashdown-Ingram	Parts - Battery	246.90
EFT24103	03.10.2013	Barth Bros Automotive Machine	Parts	132.05
EFT24104	03.10.2013	Beaurepaires	Tyres	5,006.55
EFT24105	03.10.2013	BT Equipment Pty Ltd T/a Tutt Bryant Equipment	Parts - Pulley	367.43
EFT24106	03.10.2013	L. McGlenchy	Reimbursement - 40 Mile Caretaker Fuel	132.45
EFT24107	03.10.2013	Beacon Equipment	Depot Stock - 30 10 Blade Reel	914.00
EFT24108	03.10.2013	Bridgestone Australia Pty Ltd	Tyres	1,282.68
EFT24109	03.10.2013	Bin Bomb Pty Ltd	7 Mile Waste - Bin Bombs	494.51
EFT24110	03.10.2013	CJD Equipment	Stock: Filters	342.45
EFT24111	03.10.2013	Coca-Cola Amatil (Holdings) Ltd	TTI & KLP Drink Stock	12,268.68
EFT24112	03.10.2013	Chemform	Stock - Office/Staff Consumables	1,622.92
EFT24113	03.10.2013	Comfort Inn Geraldton	Accommodation 09/09/13	300.00
EFT24114	03.10.2013	Crawford Realty Karratha	Rates Refund A57853	2,060.55
EFT24115	03.10.2013	Nancy Milligan	REAF - General Items	475.55
EFT24116	03.10.2013	Christou Design Group Pty Ltd	Travel Costs for Shortlisted Architect	1,323.10
EFT24117	03.10.2013	Donegan Enterprises Pty Ltd	Supply Materials for Playground Maintenance	1,496.00
EFT24118	03.10.2013	Discovery Sailing Adventures	REAF 2013 - Crew Cruise 18/09/13	1,000.00
EFT24119	03.10.2013	Dampier Primary P&C Association	Twilight Fete - Stall Holder Fee & Equipment Hire 26/10/13	50.00
EFT24120	03.10.2013	Ezi-Hose Pty Ltd	Parts - Ball Valve	77.20
EFT24121	03.10.2013	ES2 Pty Ltd	Develop And Define SOR's Sharepoint Request For Proposal (RFP) Document	15,317.50
EFT24122	03.10.2013	Global Security Management (WA)	Nightly Security Patrols August 2013	5,626.50
EFT24123	03.10.2013	Goldplay Holdings Pty Ltd	7 Mile Waste - Wet Hire Grader	4,400.00
EFT24124	04.10.2013	Roy Galvin & Co Pty Ltd	Retic Materials	564.10
EFT24125	04.10.2013	Rocla Pipeline Products	Dampier Pipeline - Single Head Walls	4,870.80
EFT24126	04.10.2013	Ralph & Beattie Bosworth Pty Ltd	KLP - Variation Assessments August 2013	1,540.00
EFT24127	04.10.2013	Rob's Concrete Pty Ltd	Roebourne - Supply And Lay Concrete Foot Path	5,335.00
EFT24128	04.10.2013	Rowan'z Mowin & Handyman Service	Garden & Retic Maintenance	660.00
EFT24129	04.10.2013	Road Specialist Australia Pty Ltd	Parts - Flow Jet	1,377.63

Chq/EFT	Date	name	Description	Amount
EFT24130	04.10.2013	Amcap (Formerly Skipper Truck Parts)	Parts	466.77
EFT24131	04.10.2013	Kmart Karratha	REAF 2013- General Event Supplies	311.00
EFT24132	04.10.2013	Seek Limited	Job Advertising Package - 5/9/13	2,057.00
EFT24133	04.10.2013	Scope Business Imaging	Photocopier Charges - August/September 2013	4,084.89
EFT24134	04.10.2013	Safemaster Safety Products	Youth Shed - Recertification Inspection And Documentation Of The Height Safety Systems	3,023.90
EFT24135	04.10.2013	Sea-N-Copa	REAF - Fuel Reimbursement For Catering Operator	787.44
EFT24136	04.10.2013	South Coast Building Co WA	Youth Shed - Alterations To Boulderling Wall	8,320.40
EFT24137	04.10.2013	Sonic Transfers	Freight - Birds Of Tokyo Sound & Lighting Equipment 17/09/13 To 24/09/13	12,321.80
EFT24138	04.10.2013	State Library of WA (Office of Shared Services)	Library Lost & Damaged Goods	30.80
EFT24139	04.10.2013	Tennant Australia Pty Ltd	Air Cleaner Assy.	1,386.34
EFT24140	04.10.2013	Karratha Timber & Building Supplies (formerly Versatile)	Cancelled Cheque	0.00
EFT24141	04.10.2013	Vita Group Ltd T/a Telstra Store Karratha	IT - Case Exec Flip Iphone5	870.00
EFT24142	04.10.2013	Woolworths (WA) Ltd	REAF 2013 - Ingredients For BBQ Masterchef Competition	2,311.68
EFT24143	04.10.2013	Wormald Australia Pty Ltd	FBCC - Contract Maintenance, September 2013	259.02
EFT24144	04.10.2013	Beverley White	Catering	1,200.00
EFT24145	04.10.2013	Western Resource Recovery	FBCC/Youth Shed - Pump Out Grease Traps	1,061.50
EFT24146	04.10.2013	Yakka Pty Ltd	Uniforms	2,397.99
EFT24147	04.10.2013	Harvey Norman Karratha	Netgear USB Wireless	197.00
EFT24148	04.10.2013	M Hatch	Reimbursement - Fuel Cleaverville Caretaker	491.90
EFT24149	04.10.2013	Hoselink	Assorted Hoses And Reels	1,522.80
EFT24150	04.10.2013	Indigenous Hip Hop Projects	Youth Shed - Indigenous Hip Hop Workshops	19,912.80
EFT24151	04.10.2013	Iron Mountain Australia Pty Ltd	Uplift And Relocation Of 180 Archive Boxes	1,823.25
EFT24152	04.10.2013	IML Logistics	KLP/Gap Ridge/RAC - Chlorine & Gas Cylinders	5,328.09
EFT24153	04.10.2013	Ibis Styles Karratha	Wickham Precinct Facilitator - Accommodation 12/9/13	270.00
EFT24154	04.10.2013	Jason Signmakers	Traffic Management Signage/7 Mile Signage	2,440.74
EFT24155	04.10.2013	Jtagz Pty Ltd	Rangers - Tags	412.50
EFT24156	04.10.2013	J G Graphix	REAF - Signage For Parking	1,056.00
EFT24157	04.10.2013	James Bennett Pty Limited	Karratha Library - New Resources	202.35
EFT24158	04.10.2013	Jangs Kitchen & Cleaning P/L	Catering For Council Agenda Briefing 12/9/13	270.00
EFT24159	04.10.2013	Karratha Auto Electrics	Parts - LED Stop Tail Light	159.00
EFT24160	04.10.2013	Karratha Contracting Pty Ltd	Gap Ridge - Repair Broken Asbestos Main Line & Roebourne Median Strips - Repair Valves	4,434.28
EFT24161	04.10.2013	Kwik Kopy Printing Centre	Printing of Business Cards	1,636.66
EFT24162	04.10.2013	Komatsu Australia Pty Ltd	Depot- Rubber Assy	1,136.22
EFT24163	04.10.2013	Kinetic Health Group Pty Ltd	Twinrix Vaccinations (J.R Heekeng)	99.00
EFT24164	04.10.2013	Karratha Newsagency - TTI Account	TTI - Newspapers And Magazines	1,817.05
EFT24165	04.10.2013	Lyons & Peirce	Hearsons Cove & Mairee Pool - Pump Septic Tanks	3,401.81
EFT24166	04.10.2013	Lunar Circus	REAF - Lunar Circus Workshops In Dampier & Wickham	15,000.00
EFT24167	04.10.2013	Ladybird Entertainment	REAF 2013 - Entertainment 07/09/13 To 08/09/13 and 20/09/13 To 21/09/13	910.00
EFT24168	04.10.2013	Laura Dietz	REAF - Art Facilitation	500.00
EFT24169	04.10.2013	Macdonald Johnston Engineering	Depot Stock - Channel Brush Wire	470.80

Chq/EFT	Date	name	Description	Amount
EFT24170	04.10.2013	Momar Australia	Depot Stock - Tag Solvent 5Lt	456.50
EFT24171	04.10.2013	Mconie Tessa	People's Choice Award - Cossack Art Award 2013	500.00
EFT24172	04.10.2013	North West Tree Services	Wickham SES/Millstream Rd/Pt Samson Caravan Park - Tree Pruning	9,536.50
EFT24173	04.10.2013	Ngarluma Aboriginal Corporation	Wickham Pony Track/WRAPS Motocross Relocation - Aboriginal Heritage Survey	21,884.28
EFT24174	04.10.2013	Neverfail Springwater Pty Ltd - 7 Mile Waste Account	7 Mile Waste - 15L Water Bottle Refills	235.75
EFT24175	04.10.2013	Neils Reticulation And Landscaping	907A Walcott Way / 6 McRae Court - Retic Repairs	990.00
EFT24176	04.10.2013	Pilbara Distributors	KLP / Exec Kitchen - Stock	397.90
EFT24177	04.10.2013	Pilbara Motor Group	Parts - Clutch Kit/Spigot Bearing	650.00
EFT24178	04.10.2013	Pilbara Copy Service	KTA Airport - Photocopier Charges - September 2013	420.58
EFT24179	04.10.2013	Pilbara Newspapers Pty Ltd (Pilbara Echo)	Advertising	3,724.31
EFT24180	04.10.2013	Parks & Leisure Australia	Registration - Parks And Leisure Australia Conference 3/10/13 To 16/10/13	1,078.00
EFT24181	04.10.2013	Prompt Fencing Pty Ltd	Dampier Pipeline - Installation Of 13m Of Hand Rails	5,476.90
EFT24182	04.10.2013	Perth Safety Products	Traffic/Street Signs - Various	1,003.20
EFT24183	04.10.2013	Pilbara Europcar	REAF 2013 - Rental Car 6/9/13 - 9/9/13	378.00
EFT24184	04.10.2013	Point A Movement	Youth Shed - Facilitation Of Parkour Workshops 17/07/2013	660.00
EFT24185	04.10.2013	Karratha Timber & Building Supplies (formerly Versatile)	Maintenance Materials	1,041.69
EFT24186	04.10.2013	FOXTEL For Business	KLP Foxtel - 18/9/13 - 17/10/13	325.00
EFT24187	07.10.2013	David Arthur	Refund - Verge Bond	3,000.00
EFT24188	07.10.2013	Karratha Kats Sporting & Rec Club	Refund - Hire Bond For KLP 14/09/13	250.00
EFT24189	07.10.2013	Damien Oatway	Refund - Verge Bond	3,000.00
EFT24190	07.10.2013	Thomas Building Pty Ltd	Refund - Verge Bond	3,000.00
EFT24191	07.10.2013	Samantha Wachter	Refund - Facility Hire Bond Cossack 21/09/13	750.00
EFT24192	09.10.2013	Karratha Contracting Pty Ltd	RAC - Shed Upgrade, REAF - Safe Power Requirements, RCC - Oven Install, 7 Mile Waste - Air Con Repairs, Kta Airport - Steel Pit Lids, P&G - Water Meter Repairs, Wickham Library - Unblock Drains, Bond Store - Electrical Repairs, Kta Airport - Air Con Repairs	54,624.49
EFT24193	09.10.2013	West-Sure Group	KTA Airport Carpark / TTI - Cash Collection	57,983.20
EFT24194	09.10.2013	Allied Pickfords - Karratha	Main Admin - Furniture Removal	275.00
EFT24195	09.10.2013	Austral Mercantile Collections Pty Ltd	Notice Of Discontinuance For Ratepayer	88.00
EFT24196	09.10.2013	G Bailey	Travel Expenses - 12/09/13 & 16/09/13	157.76
EFT24197	09.10.2013	Transpacific Cleanaway	Kta Airport - Daily Skip Bin Services August 2013	3,291.82
EFT24198	09.10.2013	Chandler Macleod	Labour Hire	30,695.31
EFT24199	09.10.2013	Eureka Industries Pty Ltd	Street Sweeping	2,640.00
EFT24200	09.10.2013	GHD Pty Ltd	Kta Airport - Airport Pavement Weeping 28/08/13 To 20/09/13	20,407.86
EFT24201	09.10.2013	Harvey World Travel	Flights - 16/10/13 To 20/10/13	593.02
EFT24202	09.10.2013	Spectacles 2-4-1	Works - Safety Prescription Glasses	695.90
EFT24203	09.10.2013	Karratha & Districts Chamber Of Commerce	SoR Booth Rental For KDCCI Karratha Business Expo 3-4 October at Karratha Leisureplex	4,950.00
EFT24204	09.10.2013	Karratha Visitor Centre	SoR Funding Payment - Quarter 1 Balance from Increase (as per Council resolution 152620)	7,998.93
EFT24205	09.10.2013	Leisure Institute Of WA Aquatics (Inc)	LIWA Accreditation for Sandra Murphy	110.00
EFT24206	09.10.2013	WALGA (Marketforce)	Registration - LG Week Perth and WALGA Training Cr Pritchard Attending: 6/8/13 To 9/08/13	585.00

Chq/EFT	Date	name	Description	Amount
EFT24207	09.10.2013	Hotel Ibis Perth	Accommodation - 20/09/13	161.10
EFT24208	09.10.2013	Perth Irrigation Centre	Retic Stock	3,427.86
EFT24209	09.10.2013	Pilbara Holiday Park	REAF 2013 - Accommodation 13/09/13 to 16/09/13	961.80
EFT24210	09.10.2013	Roebourne District High School	Bucks For Bags Donation	390.00
EFT24211	09.10.2013	Ray White Real Estate	13 Gecko Circle - Water Usage Charges	167.40
EFT24212	09.10.2013	Roebourne Visitor Centre	SoR - Remainder Of Q1 2013/14 Funding Allocation	28,216.95
EFT24213	09.10.2013	Signswest Stick With Us Sign Studio	Logo Signage For Administration / Front Office	441.10
EFT24214	09.10.2013	Shell Company Of Australia	Fuel	125.07
EFT24215	09.10.2013	Royal Life Saving Society WA Inc	KLP - WAW Wristbands	1,756.00
EFT24216	09.10.2013	Whelans	Kta Airport - Provision PDF Emergency Plan	643.50
EFT24217	09.10.2013	Pilbara Bakeries T/A BT's Bakery	Bread Deliveries	446.58
EFT24218	09.10.2013	Auslec	KTA Airport - Coverlens	660.00
EFT24219	09.10.2013	Abco Products	Stock - 5Lt Ecozyme B+	2,293.74
EFT24220	09.10.2013	Attorney-General's Department	KTA Airport - AusCheck Lodgements for August 2013	490.00
EFT24221	09.10.2013	Assetic Australia Pty Ltd	Asset Management - Consultants IRIS 20% & Travel Expenses	7,778.23
EFT24222	09.10.2013	Atktec Pty Ltd	Karratha Airport - Office Fibre Optic Backbone Works Progress Claim 1	11,101.20
EFT24223	09.10.2013	Allpest WA	795 Andover Way - Termite Inspection	154.00
EFT24224	09.10.2013	Ampac Debt Recovery	Rates - Debt Recovery Costs - September 2013	608.71
EFT24225	09.10.2013	A Azzopardi	KLP - Stickers for Swimming Island	279.29
EFT24226	09.10.2013	BOC Limited	Vehicle Parts - Prosilver	59.52
EFT24227	09.10.2013	BC Lock & Key	KTA Airport - Repair Emergency Exit Door, PBFC - Repair Gate Lock	836.55
EFT24228	09.10.2013	Wickham Service Station	Fuel	579.77
EFT24229	09.10.2013	L McGlenchy	40 Mile - Insurance and Registrations	1,162.76
EFT24230	09.10.2013	Bridgestone Australia Pty Ltd	Tyres / Repairs	7,766.88
EFT24231	09.10.2013	BRL Building Company	Dampier & Pegs Creek Pavilions - Structural Audits, Kta Airport - Floor Strips, 15 Gecko - Air Con Repairs, Police BB - Clear Gutters,	21,679.90
EFT24232	09.10.2013	Baynton West Primary School	REAF 2013 - Donation for Volunteers 07-08/09/13 and 21/09/13	1,750.00
EFT24233	09.10.2013	Coca-Cola Amatil (Holdings) Ltd	Youth Shed - Cafe Stock	535.82
EFT24234	09.10.2013	Chadson Engineering Pty Ltd	KLP - Pool Test Kit Standards for Palintest	306.68
EFT24235	09.10.2013	Coral Coast Electrical	Youth Shed - Repair Alarm System	910.07
EFT24236	09.10.2013	Chris Sayer Consulting	Planning Consultant - September 2013	3,916.00
EFT24237	09.10.2013	Character Creations	Perth Royal Show 2013 - Creation Of Gecko Mascot	5,604.50
EFT24238	09.10.2013	Cornerstone B2B Solutions P/L	Corporate Services - CEO Annual Performance Review	4,071.00
EFT24239	09.10.2013	Dynamite Concrete Construction	KTA Airport Workshop - Swale Crossing	25,300.00
EFT24240	09.10.2013	Design Co-Operative Ltd	Design Of Wall Panels For The Perth Royal Show Guest Town Pavilion 2013	13,266.00
EFT24241	09.10.2013	E & MJ Rosher Pty Ltd	Depot - Main Dust Filter, Nuts and Bolts	4,013.80
EFT24242	09.10.2013	ESS Bay Village (Compass Group)	Ordinary Council Meeting - Catering - 16/09/2013	400.26
EFT24243	09.10.2013	Entertainment One Hopscotch Pty Ltd	Moonrise Cinema - Film License - 22/09/13	726.80
EFT24244	09.10.2013	Farinosi & Sons Pty Ltd	Depot - Concrete Pack	681.00
EFT24245	09.10.2013	Funtastic Ltd t/as Madman Entertainment	Film license The Hunt 20/06/13	330.00
EFT24246	09.10.2013	Grace Removals Group	Relocation - 27 Buchanan Circuit to 13 Wagari Drive	980.89
EFT24247	09.10.2013	Golden Hiabs	REAF 2013 - Transport for Scaffolding	1,358.50

Chq/EFT	Date	name	Description	Amount
EFT24248	09.10.2013	GE Surveys	KTA Airport - Survey for Location of Telstra Lines	742.50
EFT24249	09.10.2013	Home Hardware Karratha	KLP - Batteries, REAF - General Hardware	179.40
EFT24250	09.10.2013	Insight Callcentre Services	After Hours Call Centre Service - August 2013	1,619.09
EFT24251	09.10.2013	Indijiarts Cultural Creativeness	Cultural Demonstration For The Guest Town Pavilion At Perth Royal Show	2,750.00
EFT24252	09.10.2013	Intouch Public Relations (Rebecca Jarvis)	Perth Royal Show Delivery And Implementation (Stage 2)	23,400.00
EFT24253	09.10.2013	Karratha Smash Repairs	New Windscreens, Insurance Claim Excess	1,290.00
EFT24254	09.10.2013	Keyspot Services	Tech Services - Self-Inking Stamp	110.00
EFT24255	09.10.2013	Karratha Comlec	KTA Airport - Repair Public Address System	929.50
EFT24256	09.10.2013	Karratha Auto Electrics	Fuso Canter - Repair Trailer Braking System	497.09
EFT24257	09.10.2013	Kott Gunning	Street Sweeper Contract - Legal Advice	177.43
EFT24258	09.10.2013	Komatsu Australia Pty Ltd	Plant - Grader Part Rubber Assy	1,136.69
EFT24259	09.10.2013	Kylie Wheatley T/a Red Tent Events	REAF Village Site Management 4 - 23/09/2013	7,700.00
EFT24260	09.10.2013	Karratha Automotive Group	Parts - Filters	102.85
EFT24261	09.10.2013	L3 Communications Australia Pty Ltd	KTA Airport - X-Ray Machine Maintenance	17,632.30
EFT24262	09.10.2013	Northern Edge Consultants Pty Ltd	Wickham Operational Plan - Workshop Facilitation	1,727.00
EFT24263	09.10.2013	Neverfail Springwater Pty Ltd - HR Office Account	HR - 15L Water Bottle Refills	220.00
EFT24264	09.10.2013	Neils Reticulation And Landscaping	907A Walcott Way - Retic Maintenance	1,254.00
EFT24265	09.10.2013	Office Information Australia Pty Ltd	ICT Framework Project - Technical Services Phase 1A: Environment Discovery and Data Collection	4,851.00
EFT24266	09.10.2013	Fulton Hogan Industries Pty Ltd (Pioneer Road Services)	Town Street Maintenance - Emulson Unit Value	2,750.00
EFT24267	09.10.2013	Pilbara Institute	HR - Excel Intermediate Courses	860.00
EFT24268	09.10.2013	Pilbara Newspapers Pty Ltd (Pilbara Echo)	Advertising	2,056.08
EFT24269	09.10.2013	Pilbara Regional Council	Cancelled Cheque	0.00
EFT24270	09.10.2013	Pritchard Bookbinders	Corporate Services - Council Minutes	990.00
EFT24271	09.10.2013	Poolwerx Karratha	Lot 9 (15) Teesdale Pl - Replace Pump and Hose for Swimming Pool	1,003.00
EFT24272	09.10.2013	Rowan'z Mowin & Handyman Service	23 Rodgers Way - Final Yard Clean Up	660.00
EFT24273	09.10.2013	Amcap (Formerly Skipper Truck Parts)	Parts	552.36
EFT24274	09.10.2013	Kmart Karratha	KLP - Archiving And Storage Boxes	80.00
EFT24275	09.10.2013	Sigma Chemicals	KLP - Pallet of Sodium Bisulphate	2,260.50
EFT24276	09.10.2013	Sylvania Lighting Australasia Pty Ltd	Depot - Urban Lamp Assembly	962.24
EFT24277	09.10.2013	Saving Animals From Euthanasia	Community Education - SAFE Payment 2 - 01/10/2013	6,250.00
EFT24278	09.10.2013	V Subramoney	LGMA - Women in LG Conference - Meals and Parking	298.95
EFT24279	09.10.2013	Shelf Cleaning Services Pty Ltd	REAF 2013 - KEC Cleaning 21/09/2013	1,100.00
EFT24280	09.10.2013	Solcomm Pty Ltd	IT Equipment - PTP 250 5GHz Integrated (ETSI/RoW) AES128 - Link Complete	6,202.63
EFT24281	09.10.2013	Smokemart	TTI - Cigarette Stock	2,136.20
EFT24282	09.10.2013	Scope Business Imaging	Photocopier Charges - August/September 2013	4,872.48
EFT24283	09.10.2013	Sign A Rama Joondalup	Signage Guest Town Pavilion, 2013 Perth Royal Show	440.00
EFT24284	09.10.2013	System Integration Partners Pty Limited (SI Partners)	Blackberry Enterprise GOLD Support (1 Year)	4,034.80
EFT24285	09.10.2013	T-Quip	Depot - Filters Stock	164.95
EFT24286	09.10.2013	Tennant Australia Pty Ltd	Depot - Hydraulic Motor Broom	728.77

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EFT24287	09.10.2013	3 Degrees Marketing Pty Ltd	REAF 2013 - MC Services 20/09/13 to 23/09/13	11,000.00
EFT24288	09.10.2013	Woolworths (WA) Ltd	KLP, Youth Shed, 7 Mile - Groceries	1,756.42
EFT24289	09.10.2013	Wurth Australia Pty Ltd	Workshop - Materials	406.68
EFT24290	09.10.2013	Beverley White	Wickham Facility Management - Catering - 13/09/2013	200.00
EFT24291	09.10.2013	Yakka Pty Ltd	Uniforms	1,283.07
EFT24292	09.10.2013	P York	PIA 2013 State Conference - Breakfast Meals 19-20 September 2013	70.60
EFT24293	10.10.2013	K Christensen	Home Ownership Allowance	572.00
EFT24294	10.10.2013	Dept Of Housing & Works- Hughes Rent ***	Payroll Deductions	763.80
EFT24295	10.10.2013	T Swetman	Home Ownership Allowance	555.00
EFT24296	10.10.2013	GAN Soon Lee ( Mortgage Account )	Home Ownership Allowance	5,148.50
EFT24297	10.10.2013	Bernadette Middleton- Mortgage Account	Home Ownership Allowance	550.00
EFT24298	10.10.2013	MAXXIA Pty Ltd	Payroll Deductions	989.58
EFT24299	16.10.2013	Australian Taxation Office	Payroll Deductions	289,890.00
EFT24300	16.10.2013	Child Support Agency	Payroll Deductions	1,058.73
EFT24301	14.10.2013	Karratha Visitor Centre	SoR - Funding Quarter 2 - For Provision Of Visitor Information Services	87,989.00
EFT24302	14.10.2013	Pilbara Regional Council	Roadside Rest Stops Project FY14 - Member Contribution	23,100.00
EFT24303	14.10.2013	Roebourne Visitor Centre	SoR Funding Payment - Quarter 2 For Provision Of Visitor Information Services	79,990.00
EFT24304	15.10.2013	Building Commission (Building Services Levy)	BSL - August 2013	32,227.87
EFT24305	16.10.2013	Australia Post	Postage	2,775.86
EFT24306	16.10.2013	Avis Australia Car Hire	Vehicle Hire - S Shields 24/9/13 - 26/9/13	348.87
EFT24307	16.10.2013	Karratha First National Real Estate	16 Padbury - Replace Batteries In AC Remote	237.21
EFT24308	16.10.2013	Staples Australia (formerly Corporate Express)	KTA Airport - New Furniture	4,494.43
EFT24309	16.10.2013	Chandler Macleod	Labour Hire	387.91
EFT24310	16.10.2013	Excel Electronics	2C Echidna Road - Repair TV AMP	165.00
EFT24311	16.10.2013	Karratha International Hotel	REAF 2013 - Accommodation 20/9/13 - 22/9/13	1,056.00
EFT24312	16.10.2013	Jacque Lymbery	15 Gecko Circle - Appliance Repairs Call Out Fee	82.50
EFT24313	16.10.2013	M Joyce Crane Hire	REAF 2013 - Rigger Services 27/08/13 - 23/09/13	8,800.00
EFT24314	16.10.2013	Midalia Steel	Duragel RHS AS1163 C350/C450 Hot Pink End 8M	66.55
EFT24315	16.10.2013	MAK Industrial Water Solutions Pty Ltd	KTA Airport - Pump Complete Circulation, Complete Backwash, WWTP Chemicals	99,841.77
EFT24316	16.10.2013	Pilbara Iron Company (Services) Pty Ltd	Electricity	1,205.82
EFT24317	16.10.2013	Pilbara Real Estate	Water Usage Charges	133.96
EFT24318	16.10.2013	Parry's Merchants	TTI/Youth Shed/KLP - Kiosk Stock	24,511.75
EFT24319	16.10.2013	Ray White Real Estate	Rates Refunds	23,223.29
EFT24320	16.10.2013	Signswest Stick With Us Sign Studio	RAC Signage	730.40
EFT24321	16.10.2013	Shell Company Of Australia	Fuel	304.41
EFT24322	16.10.2013	SAI Global Ltd	Copies Of AS4122-2010 For General Use	671.65
EFT24323	16.10.2013	Reliance Petroleum	Fuel	25,027.00
EFT24324	16.10.2013	TNT Express	Freight	4,468.40
EFT24325	16.10.2013	Truck Centre (WA) Pty Ltd	Parts	968.00
EFT24326	16.10.2013	A Noble & Son Ltd - WA Division	Parts	809.75
EFT24327	16.10.2013	Protector Alsafte	Work Safety Boots	147.05
EFT24328	16.10.2013	Abco Products	Stock - Ecozyme B+	2,795.33
EFT24329	16.10.2013	Apprenticeships Australia	HR - Manage Apprentice September 2013	366.67
EFT24330	16.10.2013	Analytical Reference Laboratory (WA) Pty Ltd	KLP - Analysis Of Water Samples	67.65

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EFT24331	16.10.2013	Anittel Pty Ltd	IT - Microsoft System Client Management Suite, Project OVL Agreement 2013, DataCentre Edition	28,595.15
EFT24332	16.10.2013	Civica Pty Ltd	Projects - Performance Manager - Data Validation	9,966.00
EFT24333	16.10.2013	Ampac Debt Recovery	Debt Recovery	225.29
EFT24334	16.10.2013	Abacus Rent It	Perth Royal Show 2013 - Ipad Stand Rentals	293.70
EFT24335	16.10.2013	BOC Limited	Oxygen/Gas Refills	445.92
EFT24336	16.10.2013	Bunzl Ltd	Stock - Soap, Cups, Toilet Paper, Tissues etc...	3,710.86
EFT24337	16.10.2013	Barrett Displays	KTA Business Expo 2013 - Furniture Package	3,498.00
EFT24338	16.10.2013	BC Lock & Key	KTA Depot - Building Maintenance Key Coding	303.86
EFT24339	16.10.2013	BEST Consultants	KLP - Electrical Consulting Services	1,848.00
EFT24340	16.10.2013	Dudley Billing	Cancelled Cheque	0.00
EFT24341	16.10.2013	BRL Building Company	Wickham Library - Fix Broken Window	1,614.80
EFT24342	16.10.2013	BP Australia Pty Ltd	Fuel	27,420.14
EFT24343	16.10.2013	BPA Engineering Pty Ltd	KLP - Storm Door Restraint Design and Documentation	880.00
EFT24344	16.10.2013	CJD Equipment	Freight	26.28
EFT24345	16.10.2013	Centurion Transport Co Pty Ltd	Freight	11,979.38
EFT24346	16.10.2013	Coates Hire Operations	REAF 2013 - Hire Equipment - Generators Portaloos and Lights 31/08/13 - 23/09/13	26,825.83
EFT24347	16.10.2013	Coca-Cola Amatil (Holdings) Ltd	Youth Shed/PBFC/KLP - Cafe Stock	3,986.55
EFT24348	16.10.2013	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Stock, Consumables, Hand Tools	2,393.25
EFT24349	16.10.2013	Chadson Engineering Pty Ltd	Stock - Palintest Chlorine Free Photograde Tablets	96.80
EFT24350	16.10.2013	Chemform	Stock - Cleaning Items	1,379.14
EFT24351	16.10.2013	Command IT Services	IT - KLP Comms Room Rectifying Works 28/08/13	9,791.10
EFT24352	16.10.2013	Domus Nursery	Baynton West Oval Upgrade Plants	4,368.37
EFT24353	16.10.2013	Design Co-Operative Ltd	KLP - Design and Print Brochures For KLP Swim School	5,519.25
EFT24354	16.10.2013	E & MJ Rosher Pty Ltd	Parts - Door Handle	95.70
EFT24355	16.10.2013	Ezi-Hose Pty Ltd	Plant - Repairs To Lube System	570.37
EFT24356	16.10.2013	Chubb Fire Safety Ltd	Plant - Investigate and Repair Fire Suppression System	534.60
EFT24357	16.10.2013	Firey Productions	Perth Royal Show 2013 - Video Production	2,750.00
EFT24358	16.10.2013	Grace Removals Group	23 Rodgers Way - Relocation of Share House 13/09/2013	834.17
EFT24359	16.10.2013	Global Security Management (WA)	PBFC - Night Patrols/Call Outs	2,017.40
EFT24360	16.10.2013	Karratha First National Real Estate	Rates Refund A13865	1,374.64
EFT24361	16.10.2013	Dudley Billing	Cancelled Cheque	0.00
EFT24362	16.10.2013	Home Hardware Karratha	Youth Shed - Materials For October School Holiday Program	26.26
EFT24363	16.10.2013	Harvey Norman Karratha	Kta Airport - Universal Projector Mount	70.00
EFT24364	16.10.2013	Hitachi Construction Machinery	Parts - Filters	129.40
EFT24365	16.10.2013	Handy Hands Pty Ltd	KGC - Turf Laying / Weed Spraying	10,194.50
EFT24366	16.10.2013	Studiocanal Pty Ltd (previously Hoyts Distribution)	Walkington Theatre - Dino Time Film Hire 26/09/13	866.00
EFT24367	16.10.2013	E Huren	Youth Shed - Food and Equipment for Youth Programmes	38.17
EFT24368	16.10.2013	ID Consulting Pty Ltd	Economic Development Prospectus Project - Annual Subscription Fee	26,400.00
EFT24369	16.10.2013	Jumping Puddles Community Consultancy	Future Clubs - Grant Writing Workshop Wickham 04/09/13	660.00
EFT24370	16.10.2013	Karratha Smash Repairs	Vehicle Repairs	2,332.42
EFT24371	16.10.2013	Keyspot Services	354 Samson Way - Share House Keys Cut	40.00
EFT24372	16.10.2013	Karratha Veterinary Hospital	Rangers - Sterilisation/Euth	1,721.05

Chq/EFT	Date	name	Description	Amount
EFT24373	16.10.2013	Karratha Auto Electrics	Vehicle Repairs	4,531.06
EFT24374	16.10.2013	Karratha Contracting Pty Ltd	Admin Annexe - Repair Air Con, Dalgety House - Install Air Con, RAC - Valve Repairs, 7 Mile - Install Isolation Point, Depot - Install Hold Down Points, KLP - Pressure Test Taps, RAC - Repair Mesh Fencing, Dalgety House - Unblock Drains	53,646.09
EFT24375	16.10.2013	Komatsu Australia Pty Ltd	Stock - Filters	1,092.23
EFT24376	16.10.2013	Karratha Newsagency - TTI Account	TTI - Newspapers and Mags	1,144.89
EFT24377	16.10.2013	Karratha Mechanical Services	Vehicle - Service	391.58
EFT24378	16.10.2013	Karratha Tilt Tray And Towing	Cancelled Cheque	0.00
EFT24379	16.10.2013	Karratha Automotive Group	Parts - Window Regulator	90.94
EFT24380	16.10.2013	KC Distributors Australia Pty Ltd	Perth Royal Show - Print and Supply T-Shirts	981.75
EFT24381	16.10.2013	Lyons & Peirce	REAF 2013 - Water Tank Hire September 2013	2,200.00
EFT24382	16.10.2013	Steven John La Puma	Rates Refund A88314	211.74
EFT24383	16.10.2013	Liquor Traders Australia Pty Ltd	TTI - Bar Stock	13,026.98
EFT24384	16.10.2013	RAW Hire	REAF 2013 - Vehicle Hire	373.62
EFT24385	16.10.2013	iSentia Pty Limited (Media Monitors Australia Pty Ltd)	Public Affairs - Media Monitoring FY13/14	1,450.41
EFT24386	16.10.2013	Morrison Low Consultants Pty Ltd	LTFP Model Adjustments September 2013	1,100.00
EFT24387	16.10.2013	Spinifex Promotions	Youth Shed - Mixing & DJ Equipment Hire Late Night Dance Party 27/9/2013	2,110.00
EFT24388	16.10.2013	MAS Australasia Pty Ltd	Cancelled Cheque	0.00
EFT24389	16.10.2013	Matrix Productions	Perth Royal Show 2013 - Audio Equipment Hire	300.00
EFT24390	16.10.2013	Nisbets Australia Pty Ltd	TTI - Fly Screen Door Kit	152.55
EFT24391	16.10.2013	Neils Reticulation And Landscaping	20A & 20B Shadwick Dr - Install Automatic Irrigation Systems, 7B Leonard Way - Retic Repairs, 41 Clarkson - Repair Retic Line	6,666.00
EFT24392	16.10.2013	Pilbara Distributors	KLP Kiosk - Groceries	207.90
EFT24393	16.10.2013	Pilbara Motor Group	Vehicle - Purchase, Vehicle Parts	21,339.53
EFT24394	16.10.2013	Pilbara Institute	Health & Safety - Intro Training for Safety Reps - 19-23 August 2013	1,300.00
EFT24395	16.10.2013	Pilbara Water & Gas	Cancelled Cheque	0.00
EFT24396	16.10.2013	Professional Trapping Supplies	Community Safety - Security Camera	4,168.67
EFT24397	16.10.2013	Print Sync Norwest Business Solutions	KTA Main Admin - Photocopier Charges, Sep 2013	1,670.79
EFT24398	16.10.2013	Michael Goldberg T/a Poster Passion	KLP - Roster Signs	1,244.43
EFT24399	16.10.2013	Pilbara Europcar	REAF 2013 - Rental Cars 02/09/13 to 23/09/13	2,452.64
EFT24400	16.10.2013	Preservation Australia Pty Ltd	Conservation Consulting	6,600.00
EFT24401	16.10.2013	Repco Auto Parts	7 Mile Waste - Cargo Nets	66.00
EFT24402	16.10.2013	Red Dot Stores	KLP - Holiday Activities - Decoration and Prizes	54.95
EFT24403	16.10.2013	Roebourne Dingo Hire	Rangers - Vehicle Disposal	2,200.00
EFT24404	16.10.2013	RGR Road Haulage Pty Ltd	REAF 2013 - Transport Stage Equipment 23/09/13	5,445.00
EFT24405	16.10.2013	Statewide Bearings	Stock - Parts	436.89
EFT24406	16.10.2013	Kmart Karratha	Youth Shed - Holiday Program Crafts, 7 Mile - Water Coolers & Yard Brooms	721.00
EFT24407	16.10.2013	Decor8 Australia Pty Ltd	Vandalism - Graffiti Removal	1,210.00
EFT24408	16.10.2013	SPP Group Pty Ltd (Steve Paul & Partners)	KTA Airport - Report on Hydraulic Drawing for Expansion Project	6,270.00
EFT24409	16.10.2013	Site Pics	REAF 2013 - Photography 06/09/13 - 21/09/13	5,500.00
EFT24410	16.10.2013	G Shoemark	Reimbursement - Unleaded Fuel 07/10/13	80.25
EFT24411	16.10.2013	Smokemart	TTI - Cigarette Stock	4,814.75
EFT24412	16.10.2013	Sony Pictures Releasing	Walkington Theatre - Screen Fee 06/10/13	676.80

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EFT24413	16.10.2013	Sea-N-Copa	REAF 2013 - On-site Catering for Box Office Staff and Volunteers 06/09/13 - 21/09/13	2,540.00
EFT24414	16.10.2013	The Lord Forrest Hotel	Rangers - Conference Accommodation - 10/09/13 to 13/09/13	810.00
EFT24415	16.10.2013	State Library of WA (Office of Shared Services)	Libraries - Lost and Damaged Books	173.80
EFT24416	16.10.2013	Tennant Australia Pty Ltd	Parts - Stock	280.35
EFT24417	16.10.2013	The Walt Disney Company Pty Ltd	Walkington Theatre - Screen Fee - 04/10/13	2,325.50
EFT24418	16.10.2013	Thomas Building Pty Ltd	Refund - Overpaid Building Fees 11/10/13	137.60
EFT24419	16.10.2013	The Luke Adams Foundation	2013/14 Annual Community Sponsorship - 2nd Instalment (25%)	16,267.94
EFT24420	16.10.2013	Tru Blu Hire Australia Pty Ltd	IT - Generator Hire 14/09/2013	334.74
EFT24421	16.10.2013	TenderLink.com	Road Condition Data Collection Survey 2013 - Tender Advertisement	825.00
EFT24422	16.10.2013	Talis Consultants Pty Ltd T/a Talis Unit Trust	7 Mile Waste - EOI Presentation September 2013	7,249.00
EFT24423	16.10.2013	Karratha Timber & Building Supplies (formerly Versatile)	Maintenance Materials	862.85
EFT24424	16.10.2013	S Vertigan	Travel Claim - 12/09/13 to 16/09/13	56.48
EFT24425	16.10.2013	Westrac Equipment Pty Ltd	Plant - Cold Planer	19,560.13
EFT24426	16.10.2013	Woolworths (WA) Ltd	PBFC/Youth Shed/KLP/Rangers/Exec Services - Café Stock	4,973.74
EFT24427	16.10.2013	Wormald Australia Pty Ltd	KTA Airport / Admin - Fire Alarm Maintenance	1,831.50
EFT24428	16.10.2013	Wurth Australia Pty Ltd	Parts - Heat Shrink Black	471.76
EFT24429	16.10.2013	WA Billboards	REAF 2013 - Additional Production Cost	440.00
EFT24430	16.10.2013	Wridgways The Removalists (Dudley Park)	Perth Royal Show 2013 - Transport of Artwork	625.90
EFT24431	16.10.2013	B White	Storm Surge Workshop Catering - 10/10/13 and 11/10/13	570.00
EFT24432	16.10.2013	World's Best Products Pty Ltd	Citizen Handy Packs	4,906.00
EFT24433	16.10.2013	Wrapped Creations	REAF 2013 - Launch and Art Exhibition Awards Catering - 06/09/13 and 07/09/13	3,260.00
EFT24434	16.10.2013	Youth Of The Decade 2010 (YOTH10)	REAF 2013 - Security we 15/09/13 we 22/09/13 23/09/13 24/09/13	16,637.50
EFT24435	16.10.2013	Yakka Pty Ltd	Uniforms	1,007.35
EFT24436	16.10.2013	Zipform Pty Ltd	Rates - Annual Notices 2013/2014	2,651.12
EFT24437	21.10.2013	Australian Taxation Office	September 2013 BAS (includes FBT Qtrly Instalment)	94,902.00
EFT24438	21.10.2013	LGIS Property	LGIS Property Insurance 2013/14	600,105.98
EFT24439	21.10.2013	LGIS Workcare	LGIS Workcare Insurance 2013/14	323,881.34
EFT24440	21.10.2013	LGIS Liability	LGIS Liability Insurance 2013/14	129,847.01
EFT24441	22.10.2013	Karratha First National Real Estate	Residential Housing Lease	26,940.48
EFT24442	22.10.2013	North West Realty	Residential Housing Lease	21,943.40
EFT24443	22.10.2013	Pilbara Real Estate	Residential Housing Lease	23,898.81
EFT24444	22.10.2013	Ray White Real Estate	Residential Housing Lease	25,280.18
EFT24445	22.10.2013	Terry & Vicki Day	Residential Housing Lease	5,214.29
EFT24446	23.10.2013	MAS Australasia Pty Ltd	REAF 2013 - Scaffold Stages	18,150.00
EFT24447	24.10.2013	Karratha Contracting Pty Ltd	RAC - Remedial Works to Patio Posts, Airport - Drainage Survey, RCC - Replace Drinking Fountain Taps, Street Light Repairs, Roebourne Oval - Water Tank Repairs, Roebourne Oval - Repair High Pressure Fault, Waters Park - Repair Lights, Airport - Hose Reel Audit	24,319.26
EFT24448	24.10.2013	MAK Industrial Water Solutions Pty Ltd	KTA Airport - Spare Parts for Plant Operation	75,089.95
EFT24449	24.10.2013	Pilbara Motor Group	Vehicle Purchases - Toyota Prado GXL 11/10/13 (Director), Toyota Hilux SR - 26/07/13 (Rangers)	115,074.17

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EFT24450	24.10.2013	Dynamite Concrete Construction	KTA Airport - Swale Crossing Construction	58,850.00
EFT24451	24.10.2013	Firedam Civil Pty Ltd	Kta Airport Hydraulics Upgrade (RFT 09-11/12) - Progress Claim 14/08/13	346,174.15
EFT24452	24.10.2013	Statewide Turf Services	Verti Mowing of All Ovals	92,932.00
EFT24453	24.10.2013	Roebourne Art Group Aboriginal Corp	Art Sales - Colours of Our Country Exhibition 2013	38,390.00
EFT24454	24.10.2013	Jill Churnside	Art Sales - Colours of Our Country Exhibition 2013	2,550.00
EFT24455	24.10.2013	Marlon Cooke	Art Sales - Colours of Our Country Exhibition 2013	2,070.00
EFT24456	24.10.2013	Colleen Hamlett	Art Sales - Colours of Our Country Exhibition 2013	1,950.00
EFT24457	24.10.2013	Tuesday Lockyer	Art Sales - Colours of Our Country Exhibition 2013	1,840.00
EFT24458	24.10.2013	Kimberley Slattery	Art Sales - Colours of Our Country Exhibition 2013	1,500.00
EFT24459	24.10.2013	Wayne Stevens	Cancelled Cheque	0.00
EFT24460	24.10.2013	Yinjaa-Barni Art Aboriginal Corporation	Art Sales - Colours of Our Country Exhibition 2013	147,200.00
EFT24461	24.10.2013	Caltex Energy WA (Link Energy Pty Ltd)	Fuel	50,331.03
EFT24462	24.10.2013	Pilbara Bakeries T/A BT's Bakery	Bread Deliveries	3,554.26
EFT24463	24.10.2013	Staples Australia (formerly Corporate Express)	Stationery	532.86
EFT24464	24.10.2013	Chandler Macleod	Labour Hire	42,302.36
EFT24465	24.10.2013	Signature Music Pty Ltd	Moonrise Cinema - Operating Fee July 2013	8,360.00
EFT24466	24.10.2013	Grant Thornton (WA) Pty Ltd	Interim Fee - Year End Audit of 2012/13 Annual Financial Report	14,052.50
EFT24467	24.10.2013	Hart Sport	KLP - Programs Stock	854.70
EFT24468	24.10.2013	Karratha Tile Centre	Dampier Highway Streetscape - Desert Rose Plants	2,640.00
EFT24469	24.10.2013	Les Mills Aerobics Australia	KLP - Exercise Classes, Oct 2013	1,218.64
EFT24470	24.10.2013	Lil's Retravision Karratha	Fleet/Plant Dept - Digital Camera	199.00
EFT24471	24.10.2013	Midalia Steel	KLP - Magnet Lifter	127.07
EFT24472	24.10.2013	WALGA (Marketforce)	Advertising	8,784.41
EFT24473	24.10.2013	McLernons Supply & Demand - Welshpool	7 Mile Waste - Lateral Cupboard	880.00
EFT24474	24.10.2013	P O'Dea	Reimbursement - Meal Allowance, Rangers Association Conference	241.80
EFT24475	24.10.2013	Water2Water	KLP - Water Cooler Service Fee October 2013	119.50
EFT24476	24.10.2013	B Pezzali	Reimbursement - Electricity Usage 31/07/13 to 01/10/13	368.08
EFT24477	24.10.2013	Parry's Merchants	TTI - Kiosk Stock 15/10/13	9,800.70
EFT24478	24.10.2013	Perth Irrigation Centre	Stock - Control Module	5,542.43
EFT24479	24.10.2013	Ray White Real Estate	20 Calliance Way - Water Usage 24/07/13 to 26/09/13	179.53
EFT24480	24.10.2013	St John Ambulance- Karratha	Training - Apply First Aid Course 9&10/09/13 K. McLeod	738.80
EFT24481	24.10.2013	Signswest Stick With Us Sign Studio	Kta Airport - Polypropylene Signs Recycled Waste Water	1,718.20
EFT24482	24.10.2013	Reliance Petroleum	Fuel	24,812.77
EFT24483	24.10.2013	Sealanes	Kitchen Supplies	83.77
EFT24484	24.10.2013	Stihl Shop Redcliffe	Stock - Filters	62.85
EFT24485	24.10.2013	Te Wai Manufacturing	Uniforms - Lifeguard Polo Shirts	2,082.90
EFT24486	24.10.2013	Royal Life Saving Society WA Inc	KLP - No Smoking Signage	209.20
EFT24487	24.10.2013	TNT Express	Freight	350.01
EFT24488	24.10.2013	Truck Centre (WA) Pty Ltd	Parts - Stock	51.83
EFT24489	24.10.2013	The Retic Shop	Retic Stock	501.48
EFT24490	24.10.2013	Thrifty Car Rental	Vehicle Hire 08/10/13 To 09/10/13	122.68
EFT24491	24.10.2013	Blackwoods (Atkins Carlyle Ltd)	KLP - Padlocks	981.09

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EFT24492	24.10.2013	A Noble & Son Ltd - WA Division	KLP - Static Kermantle Rope	143.44
EFT24493	24.10.2013	Australasian Performing Right Assoc (APRA)	REAF 2013 - APRA Performers Fee	330.00
EFT24494	24.10.2013	Protector Alsafes	Stock - Goggles	1,666.64
EFT24495	24.10.2013	A & P Transport	Stock - Poultry Mix	225.00
EFT24496	24.10.2013	SGS Australia Pty Ltd	Survey - Lot 501 Wickham Drive Wickham SES Building	5,236.00
EFT24497	24.10.2013	Airport Security Pty Ltd	KTA Airport - ASIC's Print and Supply	240.00
EFT24498	24.10.2013	Alliance Power And Data	KTA Airport - Electrical Review September 2013	8,952.76
EFT24499	24.10.2013	Analytical Reference Laboratory (WA) Pty Ltd	7 Mile Waste - Bore Analysis 11/09/13	3,634.95
EFT24500	24.10.2013	Allpest WA	22A Shadwick Drive - Termite Inspection 08/08/13	154.00
EFT24501	24.10.2013	C Adams	Reimbursement - Accommodation / Flights CEO LGMA Meeting Broome 07/10/13 & Perth Meetings 17/10/13	810.00
EFT24502	24.10.2013	Ashdown-Ingram	Plant Maintenance - Battery	675.36
EFT24503	24.10.2013	Ampac Debt Recovery	Debt Recovery - Rates, Oct 2013	49.50
EFT24504	24.10.2013	AAC Wristbands Australia Pty Ltd	KLP - ID Wristbands	168.00
EFT24505	24.10.2013	BOC Limited	PBFC - Gas Bottles/Traffic Works - Oxygen Gas Bottle	471.54
EFT24506	24.10.2013	Bunzl Ltd	Stock - Cleaning Items	1,034.00
EFT24507	24.10.2013	BC Lock & Key	Padlocks, Repair Locks, Key Cutting	1,058.32
EFT24508	24.10.2013	BT Equipment Pty Ltd T/a Tutt Bryant Equipment	Stock - Alternator Belt	33.45
EFT24509	24.10.2013	L McGlenchy	Reimbursement 40 Mile Caretakers - Fuel 28/09/13	652.26
EFT24510	24.10.2013	Bentley Motel	Accommodation - Apprenticeship Studies 22/09/13 to 29/09/13	1,560.00
EFT24511	24.10.2013	Dudley Billing	Cancelled Cheque	0.00
EFT24512	24.10.2013	Beacon Equipment	P&G - Gentech Generator, Stock - Chainsaw Chain & Brushcutter Cord	18,221.70
EFT24513	24.10.2013	Bodyscience International	KLP - Merchandise	42.08
EFT24514	24.10.2013	BRL Building Company	Bulgarra Oval - Repair Indoor Cricket Netting, Bulgarra Daycare - Repair Fence & Sliding Door	2,685.90
EFT24515	24.10.2013	Centurion Transport Co Pty Ltd	Freight	2,207.05
EFT24516	24.10.2013	Coates Hire Operations	Dampier Pipeline - Hire Plastic Barriers and Plate Compactor 23/09/13 to 30/09/13	3,177.28
EFT24517	24.10.2013	Coca-Cola Amatil (Holdings) Ltd	TTI / RAC Drink Stock	12,493.31
EFT24518	24.10.2013	Covs Parts Pty Ltd (formerly Coventry Group Ltd)	Stock - Windex Glass Cleaner	132.00
EFT24519	24.10.2013	Chadson Engineering Pty Ltd	KLP - Service Pool Test	451.22
EFT24520	24.10.2013	Cabcharge Australia Pty Ltd	Cabcharge - September 2013	1,219.49
EFT24521	24.10.2013	I Chapman	Allowance - Building Australia Future Conference 14/9 - 19/9/13	164.90
EFT24522	24.10.2013	Cosmic Products (Trugrade Pty Ltd (WA))	Cancelled Cheque	0.00
EFT24523	24.10.2013	M Cameron	Reimbursement - Water Usage Charges	276.70
EFT24524	24.10.2013	CCA Productions	REAF 2013 - Audio Birds of Tokyo 21/09/13	12,276.00
EFT24525	24.10.2013	Clarke & Pennell Media Communications Pty Ltd	Media Training - Cr White-Hartig 27/11/13	3,660.00
EFT24526	24.10.2013	David Gray And Company Pty Limited	7 Mile Waste - Sulo Wheelie Bins & Spare Lids	29,800.98
EFT24527	24.10.2013	Castledex	Development Services - Key Clips	640.04
EFT24528	24.10.2013	Data#3 Limited	Adobe Photoshop (v. 13) Upgrade License	2,328.29
EFT24529	24.10.2013	Design Co-Operative Ltd	Yaburara Heritage Trail Guide Booklet, Exec Services Off Road Safety Poster, Economic Dev Pull Up Banners	14,327.18

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EFT24530	24.10.2013	Donald Cant Watts Corke (WA) Pty Ltd	Dampier Community Hub - Consulting Services including Travel Disbursements	4,297.57
EFT24531	24.10.2013	Dallcon	Dampier Pipeline - Single Headwalls and Liner with Base and Trafficable Grated Lid for Ian Williams Rd Works	3,641.00
EFT24532	24.10.2013	E & MJ Rosher Pty Ltd	Stock - Filters, Kerb Brush, Blades, Nuts & Bolts, Caster Wheels	5,364.70
EFT24533	24.10.2013	Elliotts Irrigation Pty Ltd	Retic Stock	4,435.20
EFT24534	24.10.2013	Economic Development Australia Ltd	EDA Annual Membership 2014	400.00
EFT24535	24.10.2013	Essential Environmental	Review Of Evidential Analysis Paper Of The SoR LPS Process.	3,850.00
EFT24536	24.10.2013	Fortesque Bus Service Pty Ltd	Community Bus - Sunday Bus Service September 2013	4,259.10
EFT24537	24.10.2013	Department Of Fire And Emergency Services (ESL Payments)	ESL Local Government ESL Billing - Shire of Roebourne 2013/14	23,013.56
EFT24538	24.10.2013	L Franssen	Reimbursement - Catering For Council Meeting	276.96
EFT24539	24.10.2013	Golden Hiabs	Freight - Wickham to Gap Ridge 11/09/13	1,287.00
EFT24540	24.10.2013	Global Security Management (WA)	KLP - Security Patrols September 2013	5,445.00
EFT24541	24.10.2013	Glidepath Australia Pty Ltd	KTA Airport - Diagnose PLC Fault and Rewired Panel 18/09/13	12,012.00
EFT24542	24.10.2013	Gresley Abas Pty Ltd	Dampier Community Hub - Consultancy Services	34,121.80
EFT24543	24.10.2013	Home Hardware Karratha	RAC / KLP - Maintenance Items	654.92
EFT24544	24.10.2013	Harvey Norman Karratha	IT - Multi USB Micro Portable Drive 04/10/13	190.00
EFT24545	24.10.2013	Hitachi Construction Machinery	Stock - Filters	517.22
EFT24546	24.10.2013	Haines Norton (WA) Pty Ltd	KLP - Audit Acquittal CLGF Grant Funds FY12/13	6,545.00
EFT24547	24.10.2013	K Henry	Allowance - Conference PIA 2013 WA	110.00
EFT24548	24.10.2013	J Hurley	Reimbursement - Replacement Battery 07/10/13	172.00
EFT24549	24.10.2013	T Hoerlein	Reimbursement for Farewell Gift	200.00
EFT24550	24.10.2013	Indigenous Hip Hop Projects	Youth Projects - Indigenous Hip Hop Projects Dance Tour October 2013	16,555.00
EFT24551	24.10.2013	ID Consulting Pty Ltd	Economic Development - Annual Subscription - October 2013	22,770.00
EFT24552	24.10.2013	Iron Mountain Australia Pty Ltd	Records - Lodgement and Storage Archive Boxes	600.98
EFT24553	24.10.2013	IML Logistics	Gap Ridge WWP - Chlorine Gas Cylinder Transport 27/09/13	1,954.68
EFT24554	24.10.2013	Ibis Styles Karratha	HR - Accommodation for ChemAlert Trainer 09/09/13 to 11/09/13	540.00
EFT24555	24.10.2013	Jani Murphy T/a Email Smart	HR - Email and Workflow Mastery Training 23/09/13	3,723.50
EFT24556	24.10.2013	James Bennett Pty Limited	Karratha Library - New Resources September 2013	2,422.35
EFT24557	24.10.2013	Karratha Smash Repairs	Rangers - Vehicle Disposal	440.00
EFT24558	24.10.2013	Keypot Services	Community - Walkington Award Trophy	84.00
EFT24559	24.10.2013	Karratha Auto Electrics	Vehicle Maintenance - Installation of Rotating Beacon	396.33
EFT24560	24.10.2013	Karratha Country Club Inc	Water Usage For October 2013	4,800.73
EFT24561	24.10.2013	Kwik Kopy Printing Centre	Stock - Letterhead A4 Printed	4,184.15
EFT24562	24.10.2013	Komatsu Australia Pty Ltd	Stock - Filters	191.24
EFT24563	24.10.2013	Kinetic Health Group Pty Ltd	Drug And Alcohol Test (N Wain)	104.50
EFT24564	24.10.2013	Karratha Newsagency - TTI Account	TTI - Newspapers and Magazines	852.32
EFT24565	24.10.2013	Karratha Newsagency - KLP Account	KLP - Magazines 05/09/13 to 20/09/13	47.85
EFT24566	24.10.2013	Keen Bros Regional Pty Ltd	7 Mile Waste - Auto HR Licence 09/09/13	400.00
EFT24567	24.10.2013	Karratha Tilt Tray And Towing	Rangers - Vehicle and Caravan Disposal	2,382.60

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EFT24568	24.10.2013	Keynote Entertainment Pty Ltd	MC And Guest Speaker Fee For Community Sports Awards 2013 15/11/13	8,800.00
EFT24569	24.10.2013	Lyons & Peirce	KTA Airport - Waste Removal September 2013	979.84
EFT24570	24.10.2013	Landgate	GRV Schedule No.G2013/9 3/8/13 - 30/8/13	2,513.98
EFT24571	24.10.2013	Links Modular Solutions	KLP - Multi Directional USB Scanner	2,002.00
EFT24572	24.10.2013	Liquor Traders Australia Pty Ltd	TTI - Bar Stock	10,636.98
EFT24573	24.10.2013	RAW Hire	REAF 2013 - Vehicle Hire 07/08/13	50.98
EFT24574	24.10.2013	C Main	KLP Crèche - Wall Decals and Decorative Stickers	385.00
EFT24575	24.10.2013	Northstar Asset Trust T/a Jaffa Room	KLP - The Great Gatsby License 13/11/13	242.00
EFT24576	24.10.2013	Neverfail Springwater Pty Ltd - 7 Mile Waste Account	7 Mile Waste - 15L Water Bottle Refills	160.75
EFT24577	24.10.2013	Neverfail Springwater Pty Ltd - Wickham Transfer Station	Wickham Transfer Station - 15L Water Bottle Refills	30.25
EFT24578	24.10.2013	Neils Reticulation And Landscaping	Garden Maintenance, Retic Repairs, Gutter Cleaning	1,881.00
EFT24579	24.10.2013	Orica Australia Pty Ltd	Gap Ridge WWP / RAC - Gas Cylinders	3,564.36
EFT24580	24.10.2013	Pilbara Distributors	KLP - Kiosk Groceries	207.90
EFT24581	24.10.2013	Pilbara Institute	Community - Early Learning Scholarship Scheme July to December 2013	17,360.00
EFT24582	24.10.2013	Pilbara Newspapers Pty Ltd (Pilbara Echo)	Advertising	2,810.78
EFT24583	24.10.2013	Pilbara Access Management Solutions WA	7 Mile Waste - Scaffold Platform and Stair Hire 30/09/13	726.00
EFT24584	24.10.2013	David Pentz	Local Plan Strategy Meetings - Parking and Meals	134.90
EFT24585	24.10.2013	Pritchard Bookbinders	Council Minutes To Be Bound	49.50
EFT24586	24.10.2013	PaperCut Software International Pty Ltd	Upgrade Assurance (12 Months)	498.30
EFT24587	24.10.2013	Poolegrave Signs And Engraving	KLP - Signs	143.00
EFT24588	24.10.2013	Pet Tags Australia	Rangers - Cat Tags	1,320.00
EFT24589	24.10.2013	Perth Brake Parts	Parts - Prefab 2 Wheel Cylinders	130.00
EFT24590	24.10.2013	Raeco	KTA Library - Bookends	110.90
EFT24591	24.10.2013	Rocla Pipeline Products	Dampier Pipeline - Headwalls	976.80
EFT24592	24.10.2013	RoMe Energy & Environment Pty Ltd	KTA Airport - Mechanical Review September 2013	1,650.00
EFT24593	24.10.2013	Red Dog Festival Pty Ltd	Red Dog Festival - Community Sponsorship FY13/14	33,000.00
EFT24594	24.10.2013	Rowan'z Mowin & Handyman Service	Garden Maintenance, Retic Repairs	935.00
EFT24595	24.10.2013	Scarboro Painting Services Pty Ltd	Hillview Road - Supply And Install With Drop On Glass Bead	1,056.00
EFT24596	24.10.2013	SPP Group Pty Ltd (Steve Paul & Partners)	KTA Airport - Review of Hydraulic Services	1,925.00
EFT24597	24.10.2013	Designa Sabar Pty Ltd	KTA Airport - Remote Management Services September 2013	4,400.00
EFT24598	24.10.2013	G Shoemark	Reimbursement - Home Phone & Internet	388.94
EFT24599	24.10.2013	Seatadvisor Pty Ltd	Events - Ticket Sales September 2013	1,844.15
EFT24600	24.10.2013	Securepay Pty Ltd	Moonrise Cinema - Secure Pay Transaction Fees September 2013	101.18
EFT24601	24.10.2013	Scope Business Imaging	Photocopier Charges August/September 2013	10,766.91
EFT24602	24.10.2013	Telford Industries	Stock - Chlorine	1,702.80
EFT24603	24.10.2013	Trugrade Pty Ltd	Stock - Cleaning Cloths Green	250.65
EFT24604	24.10.2013	D Thomas	Allowance - WA Chapter Conference 17/10/13	45.00
EFT24605	24.10.2013	Total Eden Pty Ltd	Stock - King One Wire Joiner	147.23
EFT24606	24.10.2013	Tennant Australia Pty Ltd	Stock - Nozzle-Side Skid Shoe	476.92
EFT24607	24.10.2013	Thinc Projects Australia Pty Ltd	KEC - Asbestos Removal and Demolition	8,800.00
EFT24608	24.10.2013	S Thomason	Allowance - Conference WA Ranger Assoc 11/9 -12/9	86.85

Chq/EFT	Date	name	Description	Amount
EFT24609	24.10.2013	Tom Stoddart Pty Ltd (Stoddart Manufacturing)	KLP - Washing Machine Temperature Test	214.50
EFT24610	24.10.2013	UDLA	Roebourne Education & Community Precinct Plan Development Part A	11,675.40
EFT24611	24.10.2013	Karratha Timber & Building Supplies (formerly Versatile)	KLP - Maintenance Materials	1,465.52
EFT24612	24.10.2013	Westrac Equipment Pty Ltd	Stock - Cutting Edge	150.90
EFT24613	24.10.2013	Woolworths (WA) Ltd	KLP / TTI / 7 Mile / Airport - Grocery Items	471.02
EFT24614	24.10.2013	Downer Edi Works Pty Ltd	Road Maintenance - Cold Mix	205.15
EFT24615	24.10.2013	Wridgways The Removalists (Dudley Park)	Perth Royal Show 2013 - Artwork Transport	715.00
EFT24616	24.10.2013	A Ward	Reimbursement - Telstra	120.97
EFT24617	24.10.2013	Western Resource Recovery	KLP - Pump Out Grease Arrestor Trap September 2013	621.50
EFT24618	24.10.2013	WT Partnership (Aus) Pty Ltd	To Complete 2nd Stop/Go Point Of Karratha Airport Terminal Project	11,000.00
EFT24619	24.10.2013	Xylem Water Solutions	7 Mile Waste - Godwin Driprime 7 Day Hire	2,534.40
EFT24620	24.10.2013	Yakka Pty Ltd	Uniforms	3,619.15
EFT24621	25.10.2013	K Christensen - Mortgage	Home Ownership Allowance	572.00
EFT24622	25.10.2013	Dept Of Housing & Works- Hughes Rent ***	Payroll Deductions	1,025.20
EFT24623	25.10.2013	Shire of Roebourne Social Club	Payroll Deductions	762.00
EFT24624	25.10.2013	T Swetman	Home Ownership Allowance	555.00
EFT24625	25.10.2013	L Gan (Mortgage Account)	Home Ownership Allowance	1,427.64
EFT24626	25.10.2013	B Middleton-Mortgage Account	Home Ownership Allowance	550.00
EFT24627	25.10.2013	MAXXIA Pty Ltd	Payroll Deductions	1,787.37
EFT24628	30.10.2013	Australian Taxation Office	Payroll Deductions	286,088.00
EFT24629	30.10.2013	Child Support Agency	Payroll Deductions	1,056.57
EFT24630	28.10.2013	BGC Modular Australia Pty Ltd	Refund - Verge Bond	6,000.00
EFT24631	28.10.2013	Daniel Crabbe	Refund - Verge Bond	3,000.00
EFT24632	28.10.2013	Keedak Holdings Pty Ltd	Refund - Verge Bond	3,000.00
EFT24633	28.10.2013	Colette Mcentee	Refund - Facility Hire Bond	750.00
EFT24634	28.10.2013	Nordic Homes Pty Ltd	Refund - Verge Bond	3,000.00
EFT24635	28.10.2013	Prefab Building Systems Australia Pty Ltd	Refund - Verge Bond	3,000.00
EFT24636	28.10.2013	Karalee Scaddan	Refund - Verge Bond	3,000.00
EFT24637	28.10.2013	Thomas Building Pty Ltd	Refund - Verge Bond	6,000.00
EFT24638	29.10.2013	The Haines Superannuation Fund	Superannuation Contributions	689.99
EFT24639	29.10.2013	WA Local Govt Superannuation Plan	Superannuation Contributions	221,757.48
EFT24640	29.10.2013	GB Superannuation Fund	Superannuation Contributions	223.91
EFT24641	29.10.2013	Jacqueline & Theresa Super Fund	Superannuation Contributions	636.96
EFT24642	29.10.2013	J & S Pryor Super Fund	Superannuation Contributions	893.88
EFT24643	29.10.2013	MACLEOD SMSF Pty Ltd	Superannuation Contributions	198.54
EFT24644	29.10.2013	Statewide Super	Superannuation Contributions	1,350.62
EFT24645	29.10.2013	QSUPER - BROWN	Superannuation Contributions	988.40
EFT24646	29.10.2013	Building Commission (Building Services Levy)	BSL September 2013	12,747.88
EFT24647	29.10.2013	Shire Of Roebourne	Refund - 2013 Election Nomination Deposit S. Vertigan (Late Withdrawal)	80.00
EFT24648	29.10.2013	E Smeathers	Refund - 2013 Election Nomination Deposit	80.00
EFT24649	29.10.2013	F White-Hartig	Refund - 2013 Election Nomination Deposit	80.00
EFT24650	29.10.2013	D Hipworth	Refund - 2013 Election Nomination Deposit	80.00
EFT24651	29.10.2013	G Harris	Refund - 2013 Election Nomination Deposit	80.00
EFT24652	29.10.2013	J Pritchard	Refund - 2013 Election Nomination Deposit	80.00
EFT24653	29.10.2013	M Saylor	Refund - Wickham Ward Election Nomination Deposit	80.00

Chq/EFT	Date	name	Description	Amount
EFT24654	29.10.2013	Emily Vander Donk	Refund - Karratha Library Travellers Membership Bond	50.00
76345	01.10.2013	Shire Of Roebourne	Petty Cash Recoup	1,301.40
76346	03.10.2013	Shire Of Roebourne	Muni Investment - 3 Month Term Deposit With NAB @ 3.85%	5,000,000.00
76347	03.10.2013	Karratha Autumn Club	Cancelled Cheque	0.00
76348	03.10.2013	Eureka Industries Pty Ltd	Roebourne - Contractor To Sweep Streets	3,960.00
76349	03.10.2013	Karratha Autumn Club	Reimbursement - Tea Coffee And Water For Cossack Art Award Seniors Tour	55.00
76350	04.10.2013	Vinidex Tubemakers Pty Limited	Dampier Pipeline - 15 x 450mm Corrug S/W SN8 HDPE 5.83m	9,515.00
76351	04.10.2013	Wickham Early Learning Centre	Cossack Family Day - Materials For Arts And Crafts	1,006.05
76352	04.10.2013	Marina Fabian	Refund - Dog Registration	50.00
76353	04.10.2013	Norwest Craft Supplies	Youth Shed - School Holiday Program Supplies 23/09/2013	80.00
76354	04.10.2013	Telstra Corporation Ltd	Phone Charges	655.95
76355	04.10.2013	Horizon Power	Electricity	14,977.16
76356	04.10.2013	Horizon Power	Cancelled Cheque	0.00
76357	04.10.2013	Water Corporation	Water Usage Charges	7,197.35
76358	09.10.2013	Department of Transport	Vehicle Search Fees August 2013	12.80
76359	09.10.2013	Shire Of Ashburton	Building Services - Check By Ashburton	2,150.00
76360	09.10.2013	Telstra Corporation Ltd	Phone Charges	503.83
76361	09.10.2013	Horizon Power	Electricity	604.53
76362	09.10.2013	Australian Communications & Media Author	ACMA Operations Apparatus License Renewals For Land Mobile Fixed Aeronautical Broadcasting Services - To 31/10/2014	472.00
76363	09.10.2013	Haydn Glendinning	Application for Planning Approval Fees	173.00
76364	09.10.2013	ICI Nominees	Refund - Building License Fees Overpaid BL130472	342.55
76365	09.10.2013	June Zaccheus	Cancelled Cheque	0.00
76366	09.10.2013	Watering Concepts	Parts - Diaphragm To Suit Bernad Val	667.37
76367	09.10.2013	June Zaccheus	FBCC - Function Room - 14/09/2013	475.00
76368	09.10.2013	Telstra Corporation Ltd	Telephone Charges	12,660.53
76369	10.10.2013	Shire Of Roebourne	Payroll Deductions	165.00
76370	10.10.2013	Shire Of Roebourne	Payroll Deductions	1,388.46
76371	15.10.2013	Shayla Michelle Prescott	2013 Winner of Walkington Award	5,000.00
76372	15.10.2013	Building And Construction Industry Training Fund (BCITF)	BCITF Receipts	67,558.40
76373	16.10.2013	Telstra Corporation Ltd	Telephone Charges	709.74
76374	16.10.2013	Vodafone Hutchison Australia Pty Limited	SES Messaging Services - 26/9/13 - 25/10/13	177.32
76375	16.10.2013	Horizon Power	Cancelled Cheque	0.00
76376	16.10.2013	Horizon Power	Electricity	162,422.43
76377	16.10.2013	Water Corporation	Cancelled Cheque	0.00
76378	16.10.2013	Water Corporation	Water Usage Charges	38,131.45
76379	16.10.2013	Australian Institute Of Building Surveyors	Conference Registration	300.00
76380	16.10.2013	Department of Transport	Vehicle Search Fees - July 2013	9.60
76381	16.10.2013	Karratha Adventure Sports	Oztrail Gazebo's x 6	3,908.80
76382	16.10.2013	Karratha Senior High School	Contribution - School Award Night 2013	200.00
76383	16.10.2013	James Cartwright Kelly	Rates Refund A52489	808.38
76384	21.10.2013	Shire Of Roebourne	Petty Cash Recoup	1,246.25
76385	24.10.2013	Telstra Corporation Ltd	Cancelled Cheque	0.00
76386	24.10.2013	Horizon Power	Electricity	20,210.95
76387	24.10.2013	Water Corporation	Cancelled Cheque	0.00
76388	24.10.2013	Water Corporation	Water Usage Charges	21,702.49
76389	24.10.2013	McLeods & Co Barristers And Solicitors	Legal Advice	3,391.26
76390	24.10.2013	Target Australia Pty Ltd	KLP - Pool Noodles	139.00
76391	24.10.2013	Vinidex Tubemakers Pty Limited	Dampier Pipeline - Corrug Lengths ORings and Lube	8,998.00
76392	25.10.2013	Telstra Corporation Ltd	Phone Charges	15,571.92

Chq/EFT	Date	name	Description	Amount
76393	25.10.2013	Shire Of Roebourne	Payroll Deductions	1,579.14
76394	25.10.2013	Australian Services Union (ASU/MEU Div.)	Payroll Deductions	733.20
76395	25.10.2013	Lgrceu	Payroll Deductions	97.00
76396	29.10.2013	Australian Super	Superannuation Contributions	14,275.37
76397	29.10.2013	Colonial First State Firstchoice Super	Superannuation Contributions	2,519.33
76398	29.10.2013	Cbus	Superannuation Contributions	904.81
76399	29.10.2013	North Personal Super Fund	Superannuation Contributions	2,501.76
76400	29.10.2013	AMP Flexible Lifetime Superannuation Fund	Superannuation Contributions	2,365.35
76401	29.10.2013	Australian Super Corporate Division	Payroll Deductions	6,055.54
76402	29.10.2013	ANZ Smart Choice Super	Superannuation Contributions	838.82
76403	29.10.2013	AMP Superleader	Superannuation Contributions	423.55
76404	29.10.2013	BT Super For Life	Superannuation Contributions	6,201.14
76405	29.10.2013	Catholic Super & Retirement Fund	Superannuation Contributions	939.45
76406	29.10.2013	CBA Superannuation Savings Account	Superannuation Contributions	405.81
76407	29.10.2013	First State Super	Superannuation Contributions	1,538.88
76408	29.10.2013	GESB	Superannuation Contributions	246.82
76409	29.10.2013	Hesta Superannuation	Superannuation Contributions	3,178.78
76410	29.10.2013	HostPlus Superannuation	Superannuation Contributions	4,190.98
76411	29.10.2013	INTRUST SUPER FUND	Superannuation Contributions	73.20
76412	29.10.2013	JR Superannuation Fund	Superannuation Contributions	183.67
76413	29.10.2013	Local Government Superannuation	Superannuation Contributions	1,457.14
76414	29.10.2013	Mtaa Superannuation Fund	Superannuation Contributions	1,599.83
76415	29.10.2013	MLC Nominees Pty Ltd	Superannuation Contributions	1,010.36
76416	29.10.2013	MLC Masterkey Superannuation	Superannuation Contributions	1,971.16
76417	29.10.2013	NGS Superannuation	Superannuation Contributions	1,126.38
76418	29.10.2013	OnePath Masterfund	Superannuation Contributions	350.88
76419	29.10.2013	PRIME SUPER	Superannuation Contributions	84.03
76420	29.10.2013	Rest Superannuation	Superannuation Contributions	7,842.36
76421	29.10.2013	Superwrap Personal Super Plan	Superannuation Contributions	947.48
76422	29.10.2013	Sunsuper Pty Ltd	Superannuation Contributions	1,875.58
76423	29.10.2013	Tasplan	Superannuation Contributions	996.60
76424	29.10.2013	VicSuper	Superannuation Contributions	1,344.72
76425	29.10.2013	Building And Construction Industry Training Fund (BCITF)	BCITF Receipts	25,943.05
DD18849.1	28.09.2013	Western Australian Treasury Corp	Self Supporting Loan	3,429.17
DD18851.1	16.09.2013	SG Fleet Australia Pty Ltd	Fleet / Leases	6,696.65
DD18853.1	10.09.2013	Westpac Corporate Credit Cards	Credit Cards	51,130.40
DD18987.1	30.10.2013	SG Fleet Australia Pty Ltd	Fleet / Leases	5,008.29
Creditors Total (a, b, c, d & e)				11,002,866.79

	02.10.2013	Shire of Roebourne	Wages	2,864.77
	10.10.2013	Shire of Roebourne	Payroll F/E 09.10.2013	836,265.83
	16.10.2013	Shire of Roebourne	Wages	4,718.01
	24.10.2013	Shire of Roebourne	Payroll F/E 23.10.2013	759,597.90
	28.10.2013	Shire of Roebourne	Wages	1,086.34
Payroll Total (f)				1,604,532.85
Total Payments				<u>12,607,399.64</u>



### 9.3 CODE OF CONDUCT REVIEW

<b>File No:</b>	<b>PE.153</b>
<b>Responsible Executive Officer:</b>	<b>Director, Corporate Services</b>
<b>Reporting Author:</b>	<b>Manager, Governance and Organisational Strategy</b>
<b>Date of Report:</b>	<b>30 October 2013</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Draft Code of Conduct (2013)</b>

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#### **PURPOSE**

To consider the review of the Shire's Code of Conduct.

#### **BACKGROUND**

The Shire is required by legislation to have in place a code of conduct to be complied with by Members of Council, staff and members of public representing the Shire.

The code of conduct identifies appropriate behaviours expected to be met by all persons representing the Shire of Roebourne. The code addresses matters such as:

- roles and responsibilities of individuals;
- ensuring appropriate disclosures of conflict of interest are made in advance of any subsequent binding decisions;
- ensuring disclosures of any personal benefits received, inclusive of gifts, donations;
- restricting additional employment that conflicts with their substantive role with the Shire;
- use and custody of council property;
- confidentiality of in-house information;
- expected personal behaviours relating to harassment and discrimination;
- adherence to Council policies, values and practices;
- record keeping practices;
- limitations on communication of personal opinions with public and media;
- ensuring compliance to any lawful order given by those in authority;
- prevention and reporting of misconduct activity; and
- procedures to investigate complaints or breaches of the Act.

As a result of a review, grammatical and other changes have been made throughout the document including:

- a new section on "Application of the Code" and "Definitions" on page 5;
- redefining "Disclosures of Interest";
- review of the terms within "Additional Employment Interest";
- the option of discretionary disclosures where there is no impact on a Council decision within "1.7 The Decision to Disclose";
- redefining definitions within "2.4 Gifts" and incorporating the requirement to retain a gift register and the reference to the retention of an "electoral gift register"; and
- personal behaviour incorporating harassment and discrimination.

The Code of Conduct incorporates misconduct provisions that address issues highlighted by the WA Corruption and Crime Commission in its report “*Capability of Local Government in the Pilbara to Prevent, Identify and Deal with Misconduct*”.

#### **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 ability to perform its role.

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

Consultation has taken place with staff in terms of ensuring the code adequately covers expected standards of behaviour.

#### **COMMUNITY CONSULTATION**

No community consultation is required.

#### **STATUTORY IMPLICATIONS**

There is a requirement under section 5.103 of the *Local Government Act 1995* whereby each local government is to adopt a code of conduct. The *Local Government (Rules of Conduct) Regulations 2007* provide broad principles to guide behaviours of Council members and staff.

#### **POLICY IMPLICATIONS**

There are no policy implications.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications.

#### **STRATEGIC IMPLICATIONS**

This item is relevant to 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.1.1 Provide assistance to all departments across the Shire in complying with the legislative and statutory requirements.
- Our Services: 4.c1.1.3 Review and develop legal documents.

#### **RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be low to the Shire in terms of compliance.

#### **IMPACT ON CAPACITY**

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

#### **RELEVANT PRECEDENTS**

Council has maintained a Code of Conduct for a number of decades, possibly since the introduction of the current *Local Government Act in 1995*. Such a document needs to be reviewed routinely to ensure appropriateness to the current expected standards of behaviours.

#### **VOTING REQUIREMENTS**

Simple Majority

#### **OPTIONS:**

##### Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 5.103 of the *Local Government Act 1995* RESOLVES to ADOPT the revised Code of Conduct (2013) with the following amendments:

- (i) \_\_\_\_\_
- (ii) \_\_\_\_\_.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to DEFER consideration of the Code of Conduct (2013).

**CONCLUSION**

The Code of Conduct has been updated to reflect current standards and practices that the Shire of Roebourne is expected to meet. A substantial part of the code is legislatively required to ensure appropriate conduct is displayed at all times by Council members, employees and members of the public who represent the Shire.

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**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152672  
**MOVED** : Cr Kickett  
**SECONDED** : Cr Vandenberg

**That Council by SIMPLE Majority pursuant to Section 5.103 of the *Local Government Act 1995* RESOLVES to ADOPT the revised Code of Conduct (2013).**

**CARRIED**

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FOR : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
 AGAINST : Nil



#### 9.4 AUDIT AND ORGANISATIONAL RISK COMMITTEE

<b>File No:</b>	<b>FM.1</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Manager Governance and Organisational Strategy</b>
<b>Date of Report:</b>	<b>4 November 2013</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>1. Minutes of AORC Meeting 1 November 2013 including: a) Audit Opinion for 2012/13 b) Annual Financial Report for the Year Ended 30 June 2013 c) Report to Audit Committee for the Year Ended 30 June 2013 2. Annual Report 2012/13</b>

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#### **PURPOSE**

The purpose of this report is to receive the Minutes of the meeting held on 1 November 2013 together with the Audit Opinion and Annual Financial Report for the Year Ended 30 June 2013.

#### **BACKGROUND**

The Audit and Organisational Risk Committee met on 1 November 2013 following the recent local government elections. Cr Smeathers was appointed as the chairperson of this Committee. The Committee considered the following matters:

- (a) **Audit Opinion and Annual Financial Report 2012/13**  
Council's external auditor, Grant Thornton, provided an unqualified Audit Opinion for the 2013 financial year confirming that the financial affairs are a true and fair representation. In their report to the Committee, Grant Thornton provided observations regarding Council's internal control, highlighting no Material Weakness (critical areas that represent high risk); no Significant Deficiencies (important matters that represent medium risk); and only two Deficiencies (housekeeping or administrative matters that represent low risk). Responses have been put in place to address the two deficiencies.
- (b) **Frequency of Meetings**  
It was agreed for the Committee to meet quarterly with the opportunity to hold special meetings if required.
- (c) **Projects**  
Status reports were considered on a number of ongoing projects including risk management, business continuity, internal audits and the business improvement projects related to the Integrated Strategic Planning initiative.

The Annual Financial Report and Audit Opinion will now form part of the Annual Report 2012/13 which is attached for Council's consideration. This is to be discussed at the Annual Electors Meeting which has been previously scheduled by Council to be held on 16 December 2013.

**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 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**

Part 7 of the *Local Government Act 1995* reflects the requirements of the audit committee, purpose and conduct of the audit and the general scope of audit.

Section 5.27 of the *Act* provides a general meeting of electors is to be held once every financial year not more than 56 days after the local government accepts the annual report for the previous financial year.

Regulation 15 of the *Local Government (Administration) Regulations 1996* provides that the annual report is to be discussed at the Annual Electors Meeting.

**POLICY IMPLICATIONS**

There are no policy implications.

**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 provides for this activity:

- |               |           |   |
|---------------|-----------|---|
| Our Program:  | 4.c.2.3   | Develop and or review Council policies, procedures and processes. |
| Our Services: | 4.c.2.3.1 | Undertake internal audits and reviews.                            |
|               | 4.c.2.3.2 | Implement risk management culture through the organisation.       |

**RISK MANAGEMENT CONSIDERATIONS**

All risks are managed with periodic reporting and audit to the Executive and to the Audit & Organisational Risk Committee.

**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 5.54 and Part 7 of the *Local Government Act 1995* RESOLVES to DEFER consideration of the Audit & Organisational Risk Committee meeting, the Audit Opinion and Annual Financial Report for the Year Ended 30 June 2013.

**CONCLUSION**

The major focus of the 1 November 2013 Audit & Organisational Risk Committee was to consider the Audit Opinion and Annual Financial Report for the Year Ended 30 June 2013. As the Audit Opinion was unqualified and confirmed that the financial report provides a true and fair view of the Shire's financial position it is recommended that Council now receive the minutes of the Committee Meeting together with the Audit Opinion, Annual Financial Report for the Year Ended 30 June 2013 and Annual Report 2012/13 prior to the Annual Electors Meeting which is scheduled to be held on 16 December 2013.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152673  
**MOVED** : Cr Smeathers  
**SECONDED** : Cr Lally

That Council by SIMPLE Majority pursuant to Section 5.54 and Part 7 of the *Local Government Act 1995* RESOLVES to:

1. **RECEIVE** the Minutes of the Audit and Organisational Risk Committee for the meeting held on 1 November 2013;
2. **RECEIVE** the Audit Opinion from Grant Thornton Audit for 2012/13;
3. **RECEIVE** the Annual Financial Report for the Year Ended 30 June 2013;
4. **RECEIVE** the Annual Report 2012/13;
5. **CONFIRM** the date of the Annual Electors Meeting for Monday 16 December 2013 at 6pm in the Council Chambers in Karratha.

**CARRIED**

**FOR** : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil



## 9.5 COUNCIL MEETING DATES

<b>File No:</b>	<b>GV.1</b>
<b>Responsible Executive Officer:</b>	<b>Director, Corporate Services</b>
<b>Reporting Author:</b>	<b>Manager, Governance and Organisational Strategy</b>
<b>Date of Report:</b>	<b>4 November 2013</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

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### **PURPOSE**

To consider the schedule of dates for Council meetings for 2014.

### **BACKGROUND**

Council is required to publicise Ordinary Council meeting dates for each calendar year by way of public notice.

The issues that need to be considered by Council are:

1. Frequency of Ordinary Council Meetings
2. Ordinary Council Meeting dates, times and venues
3. Continuation of Briefing Sessions

In recent years Council has scheduled its Ordinary Council Meeting to be held on the third Monday of each calendar month. These meetings are conducted after business hours at 6.30pm to maximise opportunity for elected members to attend without impacting their own working commitments as well as ensuring members of the public who may have matters before Council are given the opportunity to hear the debate related to their matter.

In addition to the Ordinary Council Meetings, briefing sessions are also held each month to keep Council members informed of agenda matters or upcoming events whilst advisory group meetings are held on specific projects and issues.

In order to obtain a bigger public audience and to encourage public participation, the majority of ordinary Council meetings are scheduled in Karratha. Four times a year a Council meeting is convened in a different town within the Shire to encourage greater local community interest in our deliberative processes.

In 2013 Council trialled an Ordinary Council Meeting in January. This allowed major project works, town planning development applications and building approvals to be considered without undue delays. Should the January Council meeting be discontinued, there will be a 2 month break between the December 2013 Council Meeting and the February 2014 Council meeting.

The Council has previously considered different meeting frequencies. A balance has been struck between statutory obligations, customer service obligations to ratepayers and practical turnaround times from an administrative perspective in preparing and collating Council reports and the availability of elected members. The advantages and disadvantages of varying options are summarised in the tables below.

12 Monthly Meetings

This is the current status quo where meetings are held on the 3<sup>rd</sup> Monday of each month including January.

<b>Advantages</b>	<b>Disadvantages</b>
<ul style="list-style-type: none"> <li>• Minimum impact on Councillors in terms of time commitment to Council meetings.</li> </ul>	<ul style="list-style-type: none"> <li>• Applicants have to wait a minimum of 3 weeks before their applications can be considered by Council.</li> </ul>
<ul style="list-style-type: none"> <li>• Costs of running Council meetings are reduced with less administration overhead and refreshments/meals; councillors travel</li> </ul>	<ul style="list-style-type: none"> <li>• Can be a long turnaround for some matters that require quick decisions.</li> </ul>
<ul style="list-style-type: none"> <li>• January meeting avoids waiting 2 months for the February Meeting and reduces the need to push agenda items through in December.</li> </ul>	<ul style="list-style-type: none"> <li>• Large agenda are compiled due to the volume of work coming through the Shire, resulting in more reading time for Councillors in understanding the issues.</li> </ul>
	<ul style="list-style-type: none"> <li>• Difficult to build a full agenda for the January meeting when there is a 10 day office closure period in the lead up to the Council meeting.</li> </ul>

Fortnightly meetings

Some local governments, particularly those going through significant growth and development, elect to hold Council meetings twice per month. In this scenario, Council could consider holding a briefing session prior to the Council meeting, or disbanding the briefing sessions altogether.

<b>Advantages</b>	<b>Disadvantages</b>
<ul style="list-style-type: none"> <li>• Faster turnaround time for Council decision making, improving customer service.</li> </ul>	<ul style="list-style-type: none"> <li>• Additional time requirement for Councillors</li> </ul>
<ul style="list-style-type: none"> <li>• Shorter Council agendas</li> </ul>	<ul style="list-style-type: none"> <li>• Additional administrative requirement to produce more frequent Agendas and Minutes.</li> </ul>
<ul style="list-style-type: none"> <li>• Councillors currently attend Council and Briefing sessions. This option could substitute the Briefing Session for a Council meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• Less opportunity for Council briefings and/or consideration of issues as meeting frequency allows less time for discussion/debate</li> </ul>
<ul style="list-style-type: none"> <li>• Opportunity for Council to meet in neighbouring towns more often.</li> </ul>	

11 Monthly meetings

This option provides for meetings each month except January.

<b>Advantages</b>	<b>Disadvantages</b>
<ul style="list-style-type: none"> <li>• Reflects the fact that a number of staff and Council members take leave in January.</li> </ul>	<ul style="list-style-type: none"> <li>• 2 month for the February Meeting results in slower turnaround time for Council decisions.</li> </ul>

### Briefing Sessions

Currently briefing sessions are held the Thursday prior to the Council meeting where Councillors can be briefed on current activities, future initiatives, strategic issues and the forthcoming agenda. These sessions are considered extremely valuable in terms of allowing staff and external parties to brief Councillors and ensuring that Councillors have an opportunity for input early in the deliberative process.

### **LEVEL OF SIGNIFICANCE**

This item is highly significant as it is required by legislation and is considered important for community awareness of scheduled meetings.

### **COUNCILLOR/OFFICER CONSULTATION**

Discussion occurred at the November 2012 Council meeting amongst Council Members as to the alternative options. There were differing views on the proposal of a January meeting and debate on the option of two (2) Council meetings per month. With a new Council now in place, it is an opportunity to review meeting dates and frequency again.

### **COMMUNITY CONSULTATION**

It will be necessary for the approved scheduled to be advertised in a local newspaper and on noticeboards and website so the community is aware of meeting times and dates.

### **STATUTORY IMPLICATIONS**

Section 5.5 of the *Local Government Act 1995* requires local governments to hold no less than four Council meetings per year. 12 months local public notice is required in advance of the dates of the Council meeting by virtue of section 5.25 of the Act and regulation 12 of the *Local Government (Administration) Regulation 1996*.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

At present the only costs associated with the running of a Council meeting would be the overtime provided to the Minute Secretary and catering for the meeting. Should the frequency of meetings increase, these costs are likely to increase in addition to any claims for travel or child care from Council members.

### **STRATEGIC IMPLICATIONS**

There are no strategic implications.

### **RISK MANAGEMENT CONSIDERATIONS**

The level of risk is considered to be low to the Shire in terms of compliance.

### **IMPACT ON CAPACITY**

If the meeting frequency is to increase, this will have some impacts on the staff resourcing the Council meeting function, however this is not considered to be significant.

### **RELEVANT PRECEDENTS**

In recent years Council has scheduled its Ordinary Council Meeting to be held on the third Monday of each calendar month commencing at 6.30pm.

### **VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**

Option 1

As per Officer’s recommendation.

Option 2

That Council by Simple Majority pursuant to Section 5.25 of the *Local Government Act, 1995* and Regulation 12 of the *Local Government (Administration) Regulations 1996* RESOLVES to ENDORSE and ADVERTISE the following alternate meeting schedule for the 2014 Ordinary Council Meetings, noting meeting times will be \_\_\_\_\_ pm unless as otherwise advised:

<b>Date</b>	<b>Meeting</b>	<b>Location</b>
__ January 2014	Ordinary Council Meeting	
__ February 2014	Ordinary Council Meeting	
__ March 2014	Ordinary Council Meeting	
__ April 2014	Ordinary Council Meeting	
__ May 2014	Ordinary Council Meeting	
__ June 2014	Ordinary Council Meeting	
__ July 2014	Ordinary Council Meeting	
__ August 2014	Ordinary Council Meeting	
__ September 2014	Ordinary Council Meeting	
__ October 2014	Ordinary Council Meeting	
__ November 2014	Ordinary Council Meeting	
__ December 2014	Ordinary Council Meeting	

Option 3

That Council by Simple Majority pursuant to Section 5.25 of the *Local Government Act, 1995* and Regulation 12 of the *Local Government (Administration) Regulations 1996* RESOLVES to ENDORSE and ADVERTISE the following alternate meeting schedule for the 2014 Ordinary Council Meetings, being the first and third Monday of each month, noting meeting times will be 6.30pm pm unless as otherwise advised:

<b>Date</b>	<b>Meeting</b>	<b>Location</b>
28 January 2014	Ordinary Council Meeting	
3 February 2014	Ordinary Council Meeting	
17 February 2014	Ordinary Council Meeting	
4 March 2014 <sup>*2</sup>	Ordinary Council Meeting	
17 March 2014	Ordinary Council Meeting	
7 April 2014	Ordinary Council Meeting	
22 April 2014 <sup>*3</sup>	Ordinary Council Meeting	
5 May 2014	Ordinary Council Meeting	
19 May 2014	Ordinary Council Meeting	
3 June 2014 <sup>*4</sup>	Ordinary Council Meeting	
16 June 2014	Ordinary Council Meeting	
7 July 2014	Ordinary Council Meeting	
21 July 2014	Ordinary Council Meeting	
5 August 2014 <sup>*5</sup>	Ordinary Council Meeting	
18 August 2014	Ordinary Council Meeting	
1 September 2014	Ordinary Council Meeting	
15 September 2014	Ordinary Council Meeting	
6 October 2014	Ordinary Council Meeting	
20 October 2014	Ordinary Council Meeting	
3 November 2014	Ordinary Council Meeting	
17 November 2014	Ordinary Council Meeting	
1 December 2014	Ordinary Council Meeting	
15 December 2014	Ordinary Council Meeting	

<sup>\*1</sup> Tuesday 28 January replaces Monday 20 January (and 27 January which is the Australia Day public holiday).

<sup>\*2</sup> Tuesday 4 March replaces Monday 3 March which is the Labour Day public holiday.

<sup>\*3</sup> Tuesday 22 April replaces Monday 21 April which is the Easter Monday public holiday.

<sup>\*4</sup> Tuesday 3 June replaces Monday 2 June which is the Foundation Day (WA) public holiday.

<sup>\*5</sup> Tuesday 5 August replaces Monday 4 August which is the alternate Queen's Birthday public holiday.

## **CONCLUSION**

In order to maintain a balance between timely decision making and the impact on resources, it is proposed to continue the existing arrangements whereby ordinary meetings of Council are held on the third Monday of each month at 6.30pm. A January Council meeting has been recommended as has holding four meetings during the year at other townships within the Shire.

**OFFICER'S RECOMMENDATION**

That Council by SIMPLE Majority pursuant to Section 5.25 of the *Local Government Act, 1995* and Regulation 12 of the *Local Government (Administration) Regulations 1996* RESOLVES to ENDORSE and ADVERTISE the following for the 2014 Ordinary Council meeting dates of the Shire of Roebourne, being the third Monday of each month, noting meeting times will be 6.30pm unless as otherwise advised:

Date	Meeting	Location
28 January 2014 <sup>*1</sup>	Ordinary Council Meeting	Council Chambers, Karratha
17 February 2014	Ordinary Council Meeting	Town Hall, Point Samson
17 March 2014	Ordinary Council Meeting	Council Chambers, Karratha
22 April 2014 <sup>*2</sup>	Ordinary Council Meeting	Peninsula Palms, Dampier
19 May 2014	Ordinary Council Meeting	Council Chambers, Karratha
16 June 2014	Ordinary Council Meeting	Council Chambers, Karratha
21 July 2014	Ordinary Council Meeting	Roebourne Hall
18 August 2014	Ordinary Council Meeting	Council Chambers, Karratha
15 September 2014	Ordinary Council Meeting	Council Chambers, Karratha
20 October 2014	Ordinary Council Meeting	Wickham Bistro Meeting Room
17 November 2014	Ordinary Council Meeting	Council Chambers, Karratha
15 December 2014	Ordinary Council Meeting	Council Chambers, Karratha

<sup>\*1</sup> Tuesday 28 January replaces Monday 20 January (and 27 January which is the Australia Day public holiday).

<sup>\*2</sup> Tuesday 22 April replaces Monday 21 April which is the Easter Monday public holiday.

**MOVED:** Cr White-Hartig  
**SECOND:**

<b>Date</b>	<b>Meeting</b>	<b>Location</b>
17 February 2014	Ordinary Council Meeting	Town Hall, Point Samson
17 March 2014	Ordinary Council Meeting	Council Chambers, Karratha
22 April 2014 <sup>*1</sup>	Ordinary Council Meeting	Peninsula Palms, Dampier
19 May 2014	Ordinary Council Meeting	Council Chambers, Karratha
16 June 2014	Ordinary Council Meeting	Council Chambers, Karratha
21 July 2014	Ordinary Council Meeting	Roebourne Hall
18 August 2014	Ordinary Council Meeting	Council Chambers, Karratha
15 September 2014	Ordinary Council Meeting	Council Chambers, Karratha
20 October 2014	Ordinary Council Meeting	Wickham Bistro Meeting Room
17 November 2014	Ordinary Council Meeting	Council Chambers, Karratha
15 December 2014	Ordinary Council Meeting	Council Chambers, Karratha

<sup>\*2</sup> Tuesday 22 April replaces Monday 21 April which is the Easter Monday public holiday.

**Motion Lapsed for want of a seconder.**

**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 152674  
 MOVED : Cr Vandenberg  
 SECONDED : Cr Kickett

That Council by SIMPLE Majority pursuant to Section 5.25 of the *Local Government Act, 1995* and Regulation 12 of the *Local Government (Administration) Regulations 1996* RESOLVES to ENDORSE and ADVERTISE the following for the 2014 Ordinary Council meeting dates of the Shire of Roebourne, being the third Monday of each month, noting meeting times will be 6.30pm unless as otherwise advised:

Date	Meeting	Location
28 January 2014 <sup>*1</sup>	Ordinary Council Meeting	Council Chambers, Karratha
17 February 2014	Ordinary Council Meeting	Town Hall, Point Samson
17 March 2014	Ordinary Council Meeting	Council Chambers, Karratha
22 April 2014 <sup>*2</sup>	Ordinary Council Meeting	Peninsula Palms, Dampier
19 May 2014	Ordinary Council Meeting	Council Chambers, Karratha
16 June 2014	Ordinary Council Meeting	Council Chambers, Karratha
21 July 2014	Ordinary Council Meeting	Roebourne Hall
18 August 2014	Ordinary Council Meeting	Council Chambers, Karratha
15 September 2014	Ordinary Council Meeting	Council Chambers, Karratha
20 October 2014	Ordinary Council Meeting	Wickham Bistro Meeting Room
17 November 2014	Ordinary Council Meeting	Council Chambers, Karratha
15 December 2014	Ordinary Council Meeting	Council Chambers, Karratha

<sup>\*1</sup> Tuesday 28 January replaces Monday 20 January (and 27 January which is the Australia Day public holiday).

<sup>\*2</sup> Tuesday 22 April replaces Monday 21 April which is the Easter Monday public holiday.

**CARRIED**

FOR : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg,  
 AGAINST : Cr White-Hartig

**9.6 OPERATIONAL PLAN 2013-2014 – QUARTER 1 PERFORMANCE REPORT**

**File No:** CM.89

**Responsible Executive Officer:** Director Corporate Services

**Reporting Author:** Project Manager Integrated Strategic Planning

**Date of Report:** 30 October, 2013

**Applicant/Proponent:** Nil

**Disclosure of Interest:** Nil

**Attachment(s):** Operational Plan 2013-2014 – Quarter 1 Performance Report (copies will be available at the Briefing Session and the Council meeting)

**PURPOSE**

To provide Council with an update on implementation of the Operational Plan 2013-2014 – Quarter 1 (July 2013 – September 2013).

**BACKGROUND**

The Shire of Roebourne adopted its first ever suite of documents within the Integrated Strategic and Planning Framework on 17 December 2012. Overarching this suite of interrelated plans is the Strategic Community Plan 2012-2021 which identifies the aspirations of our communities. The Corporate Business Plan 2012-2016 is the key strategic planning document from which all other plans and programs within the Council flow. The Corporate Business Plan 2012-2016 is informed by the Strategic Community Plan 2012-2021 and prioritises the programs, projects and services Council will commit to provide during the five years. The Operational Plan 2013-2014 (an annual slice of the Corporate Business Plan 2012-2016) further builds on the foundation already provided through the first Operational Plan 2012-2013 continuing implementation of programs identified in the Corporate Business Plan in achieving the long term vision outlined in the Strategic Community Plan.

A snapshot of overall performance for Quarter 1 (July 2013 – September 2013) is included in this report. In this report, progress in meeting the community’s vision within the Operational Plan is illustrated by the traffic lights that represent the following benchmarks:

	Red	Either not commenced or needs remedial measures to bring the delivery of project or service back on track
	Amber	Slower than planned progress but remains on track to complete in 2013-2014
	Green	Either completed or on track to complete the project or service as planned in 2013-2014

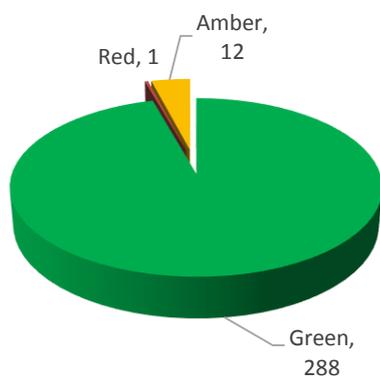
**Overall Progress Snapshot**

There are four strategic themes in the Strategic Community Plan 2012-2021, which are delivered through 125 Programs outlined in the Corporate Business Plan, which in turn are delivered through 301 ongoing services and projects measured by 505 performance measures.

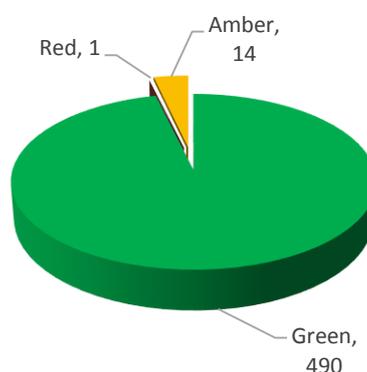
Each theme outlines a set of programs delivered through a number of projects and services as follows:

Strategic Theme	Programs	Services & Projects	Performance Measures
Our Community	54	146	268
Our Economy	7	9	10
Our Natural & Built Environment	5	25	36
Our Leadership	59	121	191

The overall performance for Quarter 1 in delivery of programs, projects and services outlined in the Operational Plan 2013-2014 is:



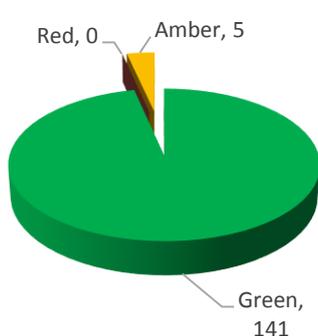
SERVICES



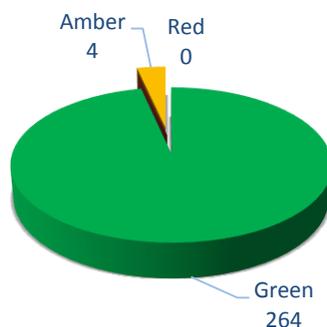
PERFORMANCE MEASURES

The progress for Quarter 1 in achievement of each theme is given below:

**Theme One: Our Community – Diverse and Balanced**

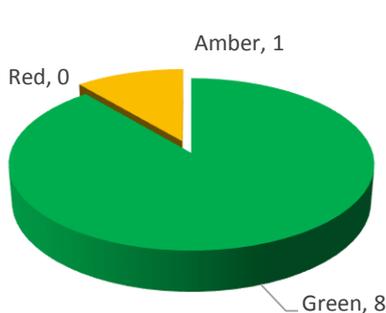


SERVICES

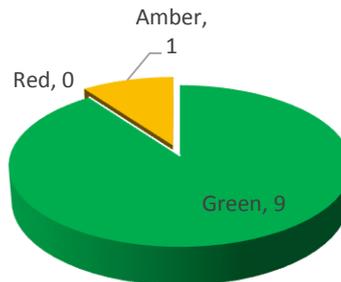


PERFORMANCE MEASURES

**Theme Two: Our Economy – Well Managed and Diversified**

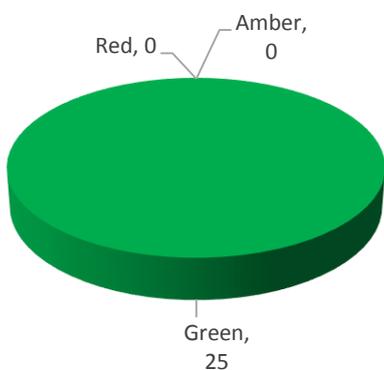


SERVICES

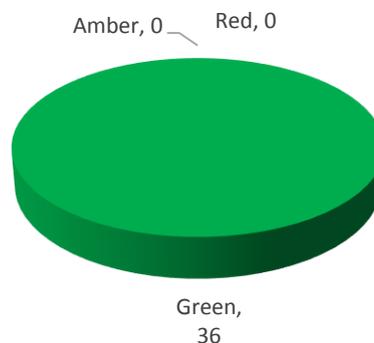


PERFORMANCE MEASURES

**Theme Three: Our Natural and Built Environment – Thriving and Sustainable**

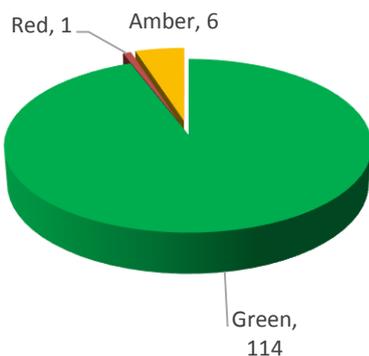


SERVICES

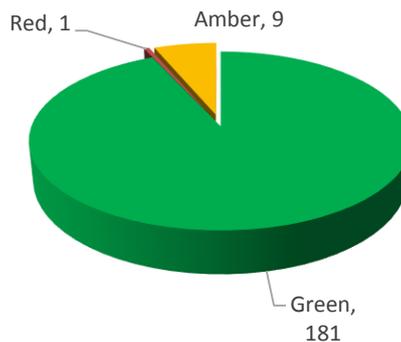


PERFORMANCE MEASURES

**Theme Four: Our Leadership – Responsive and Accountable**



SERVICES



PERFORMANCE MEASURES

Out of the total 505 performance measures included in the Operational Plan 2013-2014, only 1 performance measure (represented by red traffic light) was not commenced and 14 performance measures (represented by amber traffic light) were not completed in the first quarter and have been rolled over to the second quarter:

<b>PROGRAM</b>	<b>PERFORMANCE MEASURE</b>	<b>STATUS</b>	<b>COMMENT</b>
Deliver projects of strategic importance to the Shire	Deliver all projects on time and within budget	Ongoing	Karratha Airport Hydraulics Upgrade has encountered a number of issues delaying completion.
Provide contemporary, innovative family facilities that provide a variety of family oriented services	Improved ratings within community surveys	Ongoing	Leisureplex in particular a major drawcard for family activity.
Support sporting community groups to develop and grow	Coordinate club assessment and health check for all clubs	Ongoing	Club survey completed - 91 responses. Healthy checklist promoted and available online.
Liaise with key stakeholders including Landcorp, government agencies and developers for support in strategic community projects	Project Manage construction and defects liability period for Airport Hydraulics Upgrade	Ongoing	The defects period has not begun due a delay achieving Practical Completion of the project.
Inform SMEs of Shire plans and initiatives which will provide opportunities for small business development	Conduct quarterly business breakfast sessions	Ongoing	Q1 briefing postponed due to other agency functions such as KDCCI Pilbara Pulse and RDA Pilbara Leadership Forum.
Develop and/or review Council policies, procedures and processes	Adopt Risk Management Policy	Commenced	To be drafted and put to the Audit and Organisational Risk Committee for endorsement.
Ensure remuneration and benefits are competitive and financially sustainable	Reduce staff turnover	Ongoing	Staff turnover increased over last 6 months can be attributed to organisational restructure.
Develop a cross organisational team ethos	Facilitate annual planning days for all service units	Not Commenced	Planning days to commence in 2014.
	Number of social club members	Ongoing	2 new members joined the Social club this quarter.
	Number of functions	Ongoing	One sundowner held in October. Christmas function booked in for 14/12/13.
	Number of teams	Ongoing	Several new social/sporting teams created this quarter.
Deliver higher quality and consistent performance reviews	Increase in the number of performance reviews completed on time	Ongoing	HR staff sending reminders to manager on regular basis, improvement seen by HR staff.

Ongoing development of management and leadership capability	Identify potential successors	Ongoing	Emerging Leaders Program launched.
	Put in place professional development programs	Ongoing	Managers have new professional development clauses in contracts. Emerging Leaders program implemented.
	Develop succession plans for all critical positions identified in workforce Plan	Commenced	Discussion to be conducted with EMT regarding critical positions.
Continue improving recruitment resources	Investigate areas for outsourcing	Ongoing	Options for outsourcing under review.

#### **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 ability to perform its role.

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

Consultation has taken place with all departments and relevant officers to ascertain and report on progress towards the desired performance measures within the Operational Plan 2013 – 2014.

#### **COMMUNITY CONSULTATION**

No community consultation is required.

#### **STATUTORY IMPLICATIONS**

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

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

#### **POLICY IMPLICATIONS**

There are no policy implications.

#### **FINANCIAL IMPLICATIONS**

The budgetary allocations embedded within the Operational Plan 2013 - 2014 have drawn on Council's budget deliberations for the 2013/14 budget.

#### **STRATEGIC IMPLICATIONS**

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

#### **RISK MANAGEMENT CONSIDERATIONS**

There are no risk management considerations applicable.

#### **IMPACT ON CAPACITY**

There will be substantial impact on capacity inherent in Council's commitment to meet targets and resources outlined in the Operational Plan. Consideration has been given to resourcing to implement the Operational Plan.

**RELEVANT PRECEDENTS**

There are no relevant precedents related to this matter.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by Simple Majority pursuant to Section 5.56(1) of the *Local Government Act 1995* and Regulation 19DA of the *Local Government (Administration) Regulations 1996* RESOLVES to DEFER consideration of the Operational Plan 2013-2014 – Q1 Performance Report.

**CONCLUSION**

Under the Integrated Strategic Planning framework Council adopted a suite of documents including a five year focused Corporate Business Plan and annual Operational Plan 2013-14. The Regulations require that the Corporate Business Plan (of which the Operational Plan is a sub-plan) be reviewed yearly in order to deliver the annual budget. One of the supporting processes is quarterly reporting against the current year of the Corporate Business Plan to monitor performance and respond to changing priorities. The Operational Plan 2013-2014 – Q1 Performance Report confirms that 96% of the 301 services and projects are on track at 30 September 2013.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152675  
**MOVED** : Cr Smeathers  
**SECONDED** : Cr White-Hartig

**That Council by SIMPLE Majority pursuant to Section 5.56(1) of the *Local Government Act 1995* and Regulation 19DA of the *Local Government (Administration) Regulations 1996* RESOLVES to RECEIVE the Operational Plan 2013-2014 – Q1 Performance Report.**

**CARRIED**

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**FOR** : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil

Cr Vandenberg declared a financial interest in Item 9.7 Tender 12-13/14 – Purchase of Staff Housing as Cr Vandenberg is the General Manager of Finbar Karratha, a property development company.

At 7.04 pm Cr Vandenberg left the Chambers.

## **9.7 TENDER 12-13/14 – PURCHASE OF STAFF HOUSING**

<b>File No:</b>	<b>CP.183</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Manager Human Resources</b>
<b>Date of Report:</b>	<b>4 November 2013</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s):</b>	<b>Confidential Evaluation Report</b>

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### **PURPOSE**

To consider tenders received in response to Tender 12-13/14 - Purchase of Staff Housing and to review the approach to disposal of 190 and 212 Richardson Way, Bulgarra.

### **BACKGROUND**

At the September 2013 Ordinary Meeting, Council resolved to call tenders for the purchase of up to three residential properties for staff housing (resolution number 152626).

Tenders for the Purchase of Staff Housing were advertised on Saturday 28 September 2013 and closed on Wednesday 16 October. The Tenders were to be submitted by qualified and competent builders, developers or their agents with an offer to purchase up to 3 residential properties within the Karratha residential area. The tender specified that properties must be new, near new or nearing completion and be either 2 or 3 bedrooms with 2 bathrooms.

Six tenders were received from the following by the closing date:

1. Chenin Grove (ABN Group)
2. Crawford Realty Karratha
3. Finbar Karratha
4. Uminex
5. Timik Developments
6. Ralph & Cherie Keller

Tenders were evaluated by a three person panel comprising:

- Chief Executive Officer
- Director Corporate Services
- Manager Human Resources

The tenders were first assessed for compliance with the tender documents. Three of the six tenders were assessed as non-compliant and the remaining three were then assessed against the weighted qualitative criteria. The criteria and associated weightings approved by Council were:

<b>Criteria</b>	<b>Weighting</b>
Cost	80%
Design features (including fittings, finishes, area and built form)	20%

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

At the completion of the evaluation process, a review of comparable properties on the open market was undertaken as a point of comparison to the tenders received. This review revealed the availability of a number of properties built in the last 5 years (including some until recently leased by Council for staff housing) that are considered to represent better value for money based on:

- pricing (3x2 properties priced from \$679,000 and 4x2 properties priced from \$700,000);
- no ongoing strata fees; and
- larger allotments than the tendered properties.

In light of this it is proposed to decline to accept any tender and instead purchase two properties from the open market.

In addition, given that Council's properties at 190 and 212 Richardson Way, Bulgarra have now been on the market for 8 months it is considered necessary to review the approach to disposal of these properties. Having budgeted approximately \$370,000 to refurbish these properties in the 2012/13 budget, Council resolved at the OCM on 19 November 2012 to discontinue proposed renovation works and seek an appropriately qualified agent to supply a confidential market valuation for the properties. As a result of the valuation, at the OCM on 17 December 2012 Council resolved to dispose of the properties by public tender or to engage a Real Estate Agent to dispose of the properties if the reserve price was not achieved through public tender.

Tender RFT 18-12/13 was published on 23 March 2013 and closed on Wednesday 10 April 2013. One tender was received for \$660,000 per property however the tenderer later withdrew this offer. Following a period of direct advertising resulting in only one enquiry, the contract to sell the properties was placed with Ray White Karratha. Having been listed for two months, the Managing Director/Licensee has now suggested that the Listing Price be reviewed.

In the alternative, given that the houses have received an Asset Condition Rating of Poor (deterioration severe, limited serviceability and maintenance costs high) and the properties back on to each other, it is proposed to demolish the houses and consolidate the two blocks with a view to increasing their value for development (potentially including staff housing). This proposal will be the subject of a further report to Council, however approval is sought to proceed with the demolition immediately.

#### **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.

Regulation 11 makes provision for supply of goods or services without a public tender process if the local government has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier.

**POLICY IMPLICATIONS**

Given the nature of the tender, Council approved the replacement of the standard evaluation criteria specified in Policy CE-13 *Tender Evaluation Criteria* with criteria more suitable to a tender of this nature.

**FINANCIAL IMPLICATIONS**

The 2013/14 budget includes \$1.5 million for the purchase of additional staff housing. The purchase of two properties from the open market and demolition of the houses at Richardson Way can be funded within budget.

**STRATEGIC IMPLICATIONS**

There are no strategic implications.

**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 Regulation 18 of the *Local Government (Functions and General) Regulations 1996* RESOLVES to PURCHASE two 3 x 2 properties in accordance with the tender evaluation report.

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 report.

**CONCLUSION**

The Evaluation Panel considers that the purchase of two houses from the open market will provide Council better value for money having regard to pricing, design, ongoing costs and allotment size.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : **152676**  
**MOVED** : **Cr White-Hartig**  
**SECONDED** : **Cr Lally**

**That Council by SIMPLE Majority pursuant to Section 18 of the *Local Government (Functions and General) Regulations 1996* RESOLVES to:**

- 1. DECLINE to accept any tender submitted for Tender 12-13/14 Purchase of Staff Housing on the basis that Council can obtain better value for money through an alternative process;**
- 2. AUTHORISE the CEO to purchase two properties for staff housing from the open market for an amount not exceeding \$1.5M in total; and**
- 3. APPROVE the demolition of Council owned houses at 190 and 212 Richardson Way, Bulgarra.**

**CARRIED**

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**FOR** : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr White-Hartig  
**AGAINST** : Nil

At 7.05 pm Cr Vandenberg re-entered the Chambers.

## 10 COMMUNITY SERVICES

### 10.1 JIM FARNWORTH LEASE AGREEMENT AT ROEBOURNE AIRSTRIP

<b>File No:</b>	<b>TT.424</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Project Officer</b>
<b>Date of Report:</b>	<b>25 October 2013</b>
<b>Applicant/Proponent:</b>	<b>Jim Farnworth</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Site Location Map</b>

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#### **PURPOSE**

Council to consider and approve a past informal arrangement with Mr Jim Farnworth for the storage of his gyrocopter along Aerodrome Road , Roebourne Airstrip in the form of a lease agreement.

#### **BACKGROUND**

Council officers have been involved with current business at Roebourne Airstrip concerning Karratha Aeromodellers Club (KAC) request for relocation. During research into relocation options it was noted on a site visit that a lone shed (14m x 5m) was being used to store a gyrocopter. It is estimated that the Shed is 30+ years old.

Further investigation has revealed that the shed structure on a cement base is owned by the Shire of Roebourne (SoR) and an agreement exists between the SoR and Mr Farnworth. Mr Farnworth has advised the SoR that he had a letter in the form of an agreement indicating he may use the shed for the purpose of storing his gyrocopter and operating from Roebourne Airstrip. No SoR documentation has been found supporting his claim.

Mr Farnworth's current practice of flying his gyrocopter has involved take off and landing on the Roebourne Airstrip Aerodrome Road. Estimated usage of Mr Farnworth gyrocopter for his private use is once a month.

The market value required to determine an appropriate lease fee has been difficult to obtain and professional feedback has been that the value would be negligible, hence officers have consulted with Mr Farnworth to determine appropriate lease fee as well as taking into account relevant lease fee precedence across the Shire.

#### **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 social issues / economic issues /environmental issues /cultural & wellbeing issues /parties affected issues/Council's ability to perform its role.

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

Consultation has taken place between Development, Corporate and Community Services regarding lease options.

**COMMUNITY CONSULTATION**

SoR officers have had telephone and email conversations with Mr Farnworth regarding the current and future situation with storage and usage of his gyrocopter at the site. SoR officers have sought KAC consultations regarding future safe procedures concerning the operation of the gyrocopter at the KAC new location.

**STATUTORY IMPLICATIONS**

Procedures under Section 3.58 of the *Local Government Act 1995* will need to be followed in terms of advertising Council's decision to lease land.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

The current rental market is difficult to measure at Roebourne Airstrip. Recently a large depot work shed with water, power, ablutions and office space in Roebourne Light Industrial Area was rented for \$120psm. The shed (14m x 5m) at Roebourne Airstrip offers no infrastructure in an isolated area for the purpose of aircraft operations. Council's decision will provide precedent for future lease renewals it is recommended \$500 per annum for a two year lease with a two year option.

Historically not for profit organisations have been provided with peppercorn leases, Mr Farnworth however is utilising the shed for his personal use and SoR officers recommend consideration of a lease fee.

Once the lease has been granted Mr Farnworth shall be responsible for all capital and operational costs.

**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 2013-2014 provided for this activity:

Our Program:	4.a.1.1	Manage and maintain corporate lease records on arrangements in place for use of public property either owned or vested with the Shire and/or property owned privately but leased by the Shire.
Our Services:	4.a.1.1.1	Establish and maintain lease register.

**RISK MANAGEMENT CONSIDERATIONS**

Risk management considerations have included current operations involving the gyrocopter and future safer options involving the KAC new leased area.

**IMPACT ON CAPACITY**

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

**RELEVANT PRECEDENTS**

The Roebourne Airstrip has 4 current enterprises operating at Roebourne Airstrip:

1. Wickham Skydivers Club on a peppercorn lease.
2. Private lease of land with the lessee's hangar approximately the same area as Mr Farnworth due to expire April 2015 \$10 per annum.
3. Karratha Aeromodellers Club awaiting approval for a peppercorn lease.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**

Option 1

As per Officer’s recommendation.

Option 2

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

1. REJECT a formal Lease with Jim Farnworth for the use of Shire shed at Roebourne Airstrip for the purpose of storing and operating his gyrocopter.
2. REQUEST Jim Farnworth at his expense to restore Shire shed area and peacefully surrender and return to the Shire the area/shed in a condition consistent prior to his use.
3. SURRENDER to the Shire all keys and security access devices and combination for locks providing access to shed area.

Option 3

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

1. APPROVE the establishment of a lease upon Reserve Land Lot 17 on Deposited Plan 205908, reserved as Airport and under the management of the Shire of Roebourne with Jim Farnworth on the following alternative terms and conditions:
  - a) \_\_\_\_\_
  - b) \_\_\_\_\_
  - c) \_\_\_\_\_.

**CONCLUSION**

Mr Farnworth has stored and operated his gyrocopter from a Shire shed using the Aerodrome Road at the Roebourne Airstrip for a number of years by an informal agreement with the Shire. To rectify the current situation a lease agreement needs to be entered by both parties.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 152677  
MOVED : Cr White-Hartig  
SECONDED : Cr Kickett

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

1. **APPROVE** a lease agreement with Jim Farnworth for the use of a Shire Shed at Roebourne Airstrip Reserve Land Lot 17 on Deposited Plan 205908, reserved as Airport and under the management of the Shire of Roebourne as per attachment 1 for the purpose of storing and operating his gyrocopter.
2. **APPROVE** Lease Agreement to **INCLUDE** the following items:
  - a) Fee term of \$500 per annum;
  - b) Term of a two year lease with a two year option by mutual agreement; and
  - c) Commitment to safe operating procedures.
  - d) All operational and capital costs associated with operations within lease area are the responsibility of the Lessee.
  - e) Lessee must obtain public liability insurance.
3. **Authorise the CEO to finalise, sign and seal (if required) the lease agreement subject to no objections being received during the statutory advertising period.**

**CARRIED**

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FOR : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg,  
Cr White-Hartig  
AGAINST : Nil

## 10.2 KARRATHA AEROMODELLERS RELOCATION WITHIN ROEBOURNE AIRSTRIP

<b>File No:</b>	<b>TT.423</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Project Officer</b>
<b>Date of Report:</b>	<b>28 October 2013</b>
<b>Applicant/Proponent:</b>	<b>Karratha Aeromodellers</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>1. Site Location</b> <b>2. Proposed Lease Area</b>

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### PURPOSE

For Council to consider and approve:

1. The relocation of Karratha Aeromodellers Club from Roebourne Airstrip to the new proposed location 1.3 kilometres east from Roebourne Airstrip, refer to attachment 1; and
2. A peppercorn lease for Karratha Aeromodellers Club (KAC).

### BACKGROUND

The Roebourne Airstrip was reopened in January 2013 following the completion of the asbestos remediation project with the site being reclassified for restricted use by Department of Health and Department of Environment and Conservation.

KAC has been located and has maintained Roebourne Airstrip for a number of years prior to the site being classified as contaminated. The Wickham Skydivers Club (WSC) moved to Roebourne Airstrip in March 2013 and the 2 groups have utilised areas of the Roebourne Airstrip. Initially, the 2 groups were harmoniously operating within close proximity to one another however a series of recent events has significantly impacted upon both operations. This has led to an investigation into safety implications of the operations occurring within close proximity of one another. There are additional safety practices recommended by Australian Parachuting Federation, that now impact upon the KAC operations and place a number of restrictions on:

- KAC airtime - removing themselves off airside prior to WSC using the taxi area and until the WSC plane has taken off (this could take 30 minutes or more). The same occurs as the jumpers are about to leave the plane. The KAC generally fly in the mornings when the conditions are right for their model aeroplanes, their window of opportunity has diminished considerably and is constantly disturbed; and
- WSC drop zone has been moved into the KAC landing strip zone due to the area being the only space that is not compacted, and cleared.

WSC popularity has them now placed as number one for the number of jumps made per month out of all Australian parachuting clubs.

Both clubs have offered to relocate, acknowledging the safety concerns and the need to be apart from one another. The logical relocation is KAC to move to where the Soaring Club (glider club) previously existed. This location is 1.3 kilometres east of WSC and still remains within the Reserve Land Lot 17 on Deposited Plan 205908, being the whole of the land comprised in Certificate of Title Volume 1381 Folio 810, reserved as Airport and under the management of the Shire of Roebourne, refer to attachment 1 and 2.

KAC has formally requested Council's support in relocating to a 150 metres squared land area and providing a peppercorn lease.

#### **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 social issues / economic issues / environmental issues / cultural & wellbeing issues / parties affected issues / Council's ability to perform its role.

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

Consultation has taken place internally with the Development Services and Community Service's directorates regarding relocation sites.

#### **COMMUNITY CONSULTATION**

External consultation has taken place with KAC and WSC and 2 additional operators at Roebourne Airstrip, regarding the impacts of relocating KAC and current happenings at Roebourne Airstrip.

#### **STATUTORY IMPLICATIONS**

Procedures under Section 3.58 of the *Local Government Act 1995* will need to be followed in terms of advertising Council's decision to lease land.

#### **POLICY IMPLICATIONS**

There are no policy implications.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications. KAC relocation is at their own expense with support from Rio Tinto. There are no other expenses due to the lease absolving all financial responsibility.

#### **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 2013-2014 provided for this activity:

Our Program:	1.d.2.1	Support sporting community groups to develop and grow.
Our Services:	1.d.2.1.1	Deliver the Club Development Scheme.
Our Program:	4.a.1.1	Manage and maintain corporate lease records on arrangements in place for use of public property either owned or vested with the Shire and/or property owned privately but leased by the Shire.
Our Services:	4.a.1.1.1	Establish and maintain lease register.

#### **RISK MANAGEMENT CONSIDERATIONS**

There is a high level of risk associated with current operations with WSC and KAC at Roebourne Airstrip. In order to minimise the risk both groups require separation.

**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

Approve a new lease That Council by SIMPLE Majority pursuant to Section 3.58 of the *Local Government Act 1995* RESOLVES to:

1. APPROVE the establishment of a lease upon Reserve Land Lot 17 on Deposited Plan 205908, reserved as Airport and under the management of the Shire of Roebourne on the following alternative terms and conditions:
  - a) \_\_\_\_\_
  - b) \_\_\_\_\_
  - c) \_\_\_\_\_.

Option 3

That Council by SIMPLE Majority pursuant to Section 3.58 of the *Local Government Act 1995* RESOLVES to REJECT the application by Karratha Aeromodellers Club to relocate and provide a peppercorn lease.

**CONCLUSION**

Council’s support to Karratha Aeromodellers Club request to relocate will provide a safer operating environment for both Wickham Skydivers Club and Karratha Aeromodellers Club and the provision of a peppercorn lease.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152678  
**MOVED** : Cr Vandenberg  
**SECONDED** : Cr Smeathers

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

1. **APPROVE** Karratha Aeromodellers Club relocation to a portion of Reserve Land Lot 17 on Deposited Plan 205908, with:
  - a) a five (5) year plus five (5) year term option; and
  - b) a peppercorn rental of \$10 per annum equivalent of \$50 for full period payable up front;with Council bearing no capital or ongoing costs with Karratha Aeromodellers relocation.
2. **Authorise the CEO to advertise and, subject to no objections being received, finalise and sign peppercorn lease agreement.**

**CARRIED**

---

**FOR** : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil

Cr White-Hartig declared an impartiality interest in Item 10.3 Construction of a War Memorial in Roebourne as Cr White-Hartig is a member, representing Council, on the Shire's Roebourne Advisory Group (RAG).

### **10.3 CONSTRUCTION OF A WAR MEMORIAL IN ROEBOURNE**

<b>File No:</b>	<b>CS.4</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Community Development Officer</b>
<b>Date of Report:</b>	<b>4 October 2013</b>
<b>Applicant/Proponent:</b>	<b>Roebourne Advisory Group</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>October 2013 Minutes Roebourne Advisory Group</b>

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#### **PURPOSE**

For Council to endorse the War Memorial sculpture project on Roe Street in Roebourne based upon the recommendation of the Roebourne Advisory Group.

#### **BACKGROUND**

The Roebourne Advisory Group has requested to erect a War Memorial commemorating the sacrifice and honour of Pilbara men and women who have served in our defence force. The proposed memorial will be permanently located next to the existing War Memorial Cenotaph on Roe Street, Roebourne.

The Shire has on behalf of the Roebourne Advisory Group, engaged Archipelago Arts to investigate the cost of a memorial artwork that is realistic in style and made of durable and hard wearing material such as bronze, steel or iron.

The Roebourne Advisory Group has budgeted a total of \$87,000 for the project through the Annual Community Association Grant Scheme. The Roebourne Advisory Group have the financial capacity to fund the project through their reserve funds from ACADS and Ex-gratia. It is envisaged that the War Memorial project management and delivery will be contracted out. All costs and management of the contract will be the responsibility of the Roebourne Advisory Group with support from the delegated Officer.

The estimated timeline for the project completion is 2015 ANZAC Day. The completion date coincides with the commemoration of the ANZAC Centenary.

#### **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 cultural issues. The War Memorial will be a permanent commemorative sculpture that will remind the community of the sacrifice and honour of Pilbara men and women who have served in our defence forces.

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

Consultation has taken place between officers delegated as Shire representatives on the Roebourne Advisory Group. Three Councillors are members of the Roebourne Advisory

Group. The war memorial public art has been identified as a potential project in February 2013 by the group members.

### **COMMUNITY CONSULTATION**

The Roebourne Advisory Group has consulted with the Karratha & Districts Returned Services League (RSL) and the Pilbara Regiment. Advice provided by the representatives has been that the community should make the decision about the type of memorial they would like. The Pilbara Regiment representative has indicated an interest in providing advice to on the designs of the memorial public art, should it be required, to the Roebourne Advisory Group.

Further community consultation will occur should Council adopt the Officer's recommendation. The Roebourne Advisory Group will be responsible for engaging members of the Roebourne community through meetings and written communication as part of completing the community consultation process.

### **STATUTORY IMPLICATIONS**

There are no statutory implications.

### **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.

Policy CS-12 Public Art Policy is impacted by this matter. The objective of this policy is to promote public art within the Shire of Roebourne by incorporating it as part of future capital works projects.

### **FINANCIAL IMPLICATIONS**

Funds for this project have been granted to the Roebourne Advisory Group via Birra Birra Ex Gratia payments. The total cost of the project is \$87,000 which includes the cost of engaging a contractor to administer the project and deliver the war memorial sculpture by ANZAC Day 2015.

### **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 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 low to the Shire in terms of reputation. This is due to the implications on the reputation of the Shire and how they respond to requests from the community and community groups to use their resources.

**IMPACT ON CAPACITY**

There is considerable impact on capacity or resourcing to carry out the Officer's recommendation. This can be classified into increase in delegated Officers time spent on Roebourne Advisory Group project.

**RELEVANT PRECEDENTS**

There are no known 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* RESOLVES to NOT ENDORSE the construction of a War Memorial sculpture on Roe Street in Roebourne.

**CONCLUSION**

This report has provided information regarding a proposed War Memorial sculpture in the town of Roebourne. It is estimate that the project costs amounts to \$87, 000. This amount has been budgeted for through the Roebourne Advisory Group's ACADS and ex-gratia funds. It is envisage that the project will be managed and delivered by the engaged contractor.

The recommendation made to Council is endorse the Roebourne Advisory Groups recommendation to construct a war memorial sculpture. This war memorial commemorates the sacrifice and honour of Pilbara men and women who have fought for Australia. It is envisaged that the project will be delivered by ANZAC day 2015 to commemorate the ANZAC centenary.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 152679  
 MOVED : Cr White-Hartig  
 SECONDED : Cr Smeathers

**That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVE to ENDORSE Roebourne Advisory Group's request to construct a War Memorial in Roebourne located on Roe St with all associated costs being borne by the Roebourne Advisory Group (using community grants and ex gratia payments) and management assistance being provided by the Shires Community Services Directorate.**

**CARRIED**

FOR : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
 AGAINST : Nil



## 10.4 ROEBOURNE RECREATIONAL PRECINCT

<b>File No:</b>	<b>CP.233</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Leisure Planner</b>
<b>Date of Report:</b>	<b>24 October 2013</b>
<b>Applicant/Proponent:</b>	<b>Leisure Services</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<ol style="list-style-type: none"><li><b>1. Roebourne Recreational Precinct Site Map</b></li><li><b>2. Preliminary Opinion of Probable Costs (UDLA)</b></li><li><b>3. Roebourne Recreational Precinct Estimated Operational Costs</b></li></ol>

**A full copy of the *Roebourne Community & Education Precinct Engagement Report (UDLA)* and the *EMT Report Roebourne Recreation Precinct Options* will be available at the briefing session and Council meeting**

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### **PURPOSE**

For Council to consider and endorse future planning concepts for the Roebourne Recreational Precinct.

### **BACKGROUND**

The Roebourne Recreational Precinct is depicted in attachment 1, and encompasses the Roebourne Community Aquatic Centre (RCAC), Roebourne Community Hall and surrounding spaces.

In early 2012, the Department of Health (DoH) undertook an assessment of RCAC and identified a number of compliance issues requiring immediate rectification. DoH officers noted that whilst the facilities continue to return acceptable biological water sample results, overall the facilities were at the end of their practical life and that a major upgrade was necessary. In response to the assessment, action was taken immediately by Shire officers to rectify the compliance issues. Shire officers advised that it desired to continue to operate the pool during the 2013/2014 summer season whilst direction is sought from Council as to its future vision for RCAC.

At the August 2013 ordinary council meeting, Council resolved to:

- Note the RCAC is not economically viable to repair in its present deteriorated state;
- Note the attempts to secure sufficient funding for the replacement of the RCAC have not been successful;
- Authorise the Chief Executive Officer to commence planning to seek alternative options for the redevelopment of the RCAC site and to develop a scope of works to inform future planning for Council's consideration; and

- Authorise the Chief Executive Officer to initiate negotiations with the Department of Lands and Regional Development and the Department of Education with the objective of consolidating the land required for the RCAC into the adjoining Civic Purpose Reserve R339095 Lot 760.

The Shire's Planning and Leisure teams have progressed their respective areas of responsibility in this space, utilising a collective and integrated design approach. To assist in the development of this integrated design approach and to ensure continuity external consultants Urban Design Landscape Architects (UDLA), who led the community consultations for the Planning team's Roebourne Structural Plan project took the lead role in facilitating community consultations. Representatives from the Shire's Leisure team attended all arranged community consultations sessions.

### **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, financial, cultural & wellbeing issues for the residents of Roebourne.

### **COUNCILLOR/OFFICER CONSULTATION**

Councillor Garry Bailey (Roebourne/Pastoral Ward) has been consulted as part of the community consultation that occurred throughout September and October 2013 relating to the master planning for the Roebourne Recreation Precinct that aligns to the Community and Education Precinct within the Roebourne Structure Plan. All Councillors have previously been briefed on the issues associated with the RCAC and the structural deterioration through several previous reports to Council.

To date, only officers within the Shire Leisure Services and Planning Department have been consulted, to ensure consistency with the Roebourne Structure Plan.

### **COMMUNITY CONSULTATION**

Throughout September and October 2013, in conjunction with Shire officers; UDLA led a phased community consultation program with local residents and stakeholders (report included as attachment 2). To manage community expectations the Shire's representative communicated the following key messages within each session:

- Council requested three (3) option/s be developed for their consideration at November 2013 meeting, these being;
  - Option with a Pool.
  - Option with an alternative aquatic element.
  - Option with no aquatic element.

\*All options to include, skate spaces, community kitchen(s), gathering and meeting places, investigation of community hall replacement and greening of the site.

- Not a cost cutting exercise, but rather recognises there is significant costs required for the ageing RCAC and provides a timely opportunity to consider holistically the recreational precinct, as funds will stay in Roebourne.
- Councils 2013/2014 approved budget includes funding for a skate park (\$600,000) and outdoor kitchen (\$165,000) in Roebourne.
- All developed options would incorporate a phased implementation to allow a gentle build-up of a concept over time and council budget cycles i.e. short (1 - 3years); medium (3 - 6 years) and long term (6 - 10 years).
- Shire aims to assist Roebourne to retain its identity, and provide sustainable community infrastructure that meets community needs.

As a summary over 30 consultation sessions occurred with Indigenous corporations, private and government stakeholders and community groups. The Indigenous corporations were especially interested in possibilities to:

- Build local capacity;
- Retain benefits and identity; and
- Create additional opportunities within the Roebourne Township.

The community consultation approach included the following phases:

- *Opportunities and Direction Concept Phase* consisted of a series of seventeen (17) pre-arranged and several opportunistic community consultation sessions with Roebourne's key stakeholders and residents. Verbal and hard copy presentation outlined the context, site understanding, opportunities and directions, current and future proposed land use, known drainage, road network proposals and the known issues with the pool.
- *Design Scenarios Phase* was a valuable opportunity to discuss the findings and to ensure that they agreed and felt empowered that their input had been heard and understood. Verbal and hard copy presentation outlined the key themes and the use of precedent photos provided the chance to gather beneficial feedback on what types of aspects, may be appropriate for inclusion into the options to be developed.
- *Design Options Phase* considered the feedback gathered from earlier phases, analysed the key themes and researched aspects and reflected on prior learnings that may work to integrate the developed options that most closely aligned to community think. The design options include the positioning of aspects to determine appropriate integration of the precinct.

In conjunction to the UDLA consultation, officers conducted a peer review of facilities within the state. The outcomes of this investigation are available within Attachment 3.

It is anticipated that further community consultation will occur following Council's endorsement of a preferred option.

#### **STATUTORY IMPLICATIONS**

Section 3.18 of the *Local Government Act 1995*.

#### **POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

There are significant financial implications, however it is anticipated there would be a phased implementation (1 – 3 years, 3 – 6 years, 6 – 10 years) over a ten year period for the endorsed option to allow the spread of funding allocations.

A preliminary opinion of probable costs for each option is included as attachment 3. Furthermore, an estimated ongoing management (operational - labour and non labour) costing's have been included as attachment 4. As a summary, officers have attached the below table.

Options	Costs	1-3 years	4-6 years	7-10 years	Total	Comments
<b>Option 1 (Pool)</b>	Operational cost to Council per annum	\$323,247.00	\$375,275.00	\$427,247.00		Overwhelming community support. Potential to attract external support for operational and capital costs.
	Capital Cost	\$11,452,223.48	\$1,745,809.07	\$10,727,556.75	\$23,925,589.30	
<b>Option 2 (Splashpad)</b>	Operational cost to Council per annum	\$188,142.00	\$240,142.00	\$292,142.00		Limited ability to attract capital support and Council will absorb 100% of operational costs.
	Capital Cost	\$5,490,483.08	\$1,760,997.32	\$10,727,556.75	\$17,979,037.15	
<b>Option 3 (No Pool)</b>	Operational cost to Council per annum	\$52,000.00	\$104,000.00	\$156,000.00		Very low community support. Limited ability to attract capital support and Council will absorb 100% of operational costs.
	Capital Cost	\$3,780,557.55	\$1,723,113.32	\$10,504,271.25	\$16,007,942.12	

*\*Current nett cost for Council to operate the Roebourne Aquatic Centre is approximately \$260,000.00. With an annual visitation of approx. 8800 for 2012/13, resulting in a cost of approx. \$30 per visit.*

Preliminary discussions with the Ngarluma Aboriginal Corporation and the Ngarluma Yindjibarndi Foundation Ltd. have proven to be positive, with a strong interest to partner in the project and future management. These discussions have been on the guiding principle that Council continues its current support within Roebourne. Furthermore, the inclusion of the pool within the scope allows the operational funding with the Department of Education to continue.

Council has allocated \$600,000.00 within the 2013/14 year to progress the skate space portion of the precinct. These funds have come via the Roebourne Advisory Committee through the annual community association development scheme (ACADS). An Additional \$165,000.00 has been allocated towards the building of a community kitchen in Roebourne.

### 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 2013-2014 provided for this activity:

Our Program:	1.a.	Greater use of public spaces.
Our Services:	1.a.2.	Provide or partner to provide community facilities to meet the needs of the community.
	1.a.4	Ensure the built environment can respond to the needs of children, youth, singles, couples, families, retirees, the aged and visitors.
Our Program:	1.b.	Infrastructure, facilities, services, activities and programs that meet the needs of the Shire and allows for growth.
Our Services:	1.b.2.	Encourage the building of stable and diverse communities.
Our Program:	1.f.1.3.	Support young people to take ownership of places and spaces by delivering activities and programs for youth.
Our Services:	1.f.1.3.1	Roebourne Aquatic Centre site concept design.

### RISK MANAGEMENT CONSIDERATIONS

The level of risk is considered to be high to the Shire in terms of financial and reputation. The ability to identify and engage funding partners will minimise the Shire's financial risk regarding the capital works and ongoing operational costs. Additionally the identification and engagement of appropriate funding partners may assist in enhancing the Shire's reputation through development of long term sustainable working relationships with local Aboriginal Corporations. Should Council resolve to consider no works on site, the risk would be high and involve the closure of the Roebourne Aquatic Centre and significant community backlash.

### IMPACT ON CAPACITY

The impact on Officers is included within financial considerations (project management), and factored into future work plans from a Leisure Service perspective.

### RELEVANT PRECEDENTS

Council has previously committed to the upgrade of Shire's ageing facilities. In 2012/13 the Karratha Aquatic and Karratha Entertainment Centre's were demolished to build a precinct that was suited to the community needs and future demands.

### VOTING REQUIREMENTS

Simple Majority

### OPTIONS:

#### Option 1

As per Officer's recommendation.

#### Option 2

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

1. ENDORSE Option 2 of the UDLA Community Engagement Report for the Roebourne Recreational Precinct which includes the provision of a splash pad.
2. INSTRUCT the Chief Executive Officer to progress the detailed design and installation of facilities as per the 2013/14 budget.

Option 3

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

1. ENDORSE Option 3 of the UDLA Community Engagement Report for the Roebourne Recreational Precinct which includes the provision of a central lawn space.
2. INSTRUCT the Chief Executive Officer to progress the detailed design and installation of facilities as per the 2013/14 budget.

Option 4

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to REJECT redevelopment options presented within the UDLA Community Engagement Report for the Roebourne Recreational Precinct.

**CONCLUSION**

Throughout September and October 2013, in conjunction with Shire officers; UDLA led a phased community consultation program with local residents and stakeholders. In conjunction with UDLA, officers have developed three options for the RCAC site, each option to be phased in over 10 years. Overwhelming community support has been received for option 1 which includes the redevelopment of the Roebourne Aquatic Centre. Officers now seek the direction of Council to proceed with a preferred option.

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**OFFICER’S RECOMMENDATION**

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

1. ENDORSE Option 1 of the UDLA Community Engagement Report for the Roebourne Recreational Precinct which includes the following facilities developed over a 10yr period;

Phase 1 (1-3 years)	Skate Space, Community Kitchen, Yarning Circles, Landscaping and Plantings, Redevelopment of the Roebourne Aquatic Centre.
Phase 2 (4-6 years)	Extension of Skate Space, Community Kitchen, Yarning Circles, Landscaping and Plantings and investigation to redevelop the Roebourne Community Hall.
Phase 3 (7-10 years)	Extension of Skate Space, Community Kitchen, Yarning Circles, Landscaping and Plantings and redevelopment of the Roebourne Community Hall

2. INSTRUCT the Chief Executive Officer to progress partnership and funding negotiations with relevant stakeholders.
3. INSTRUCT the Chief Executive Officer to progress Option 1 of the UDLA Community Engagement Report for the Roebourne Recreational Precinct by utilizing existing funding within the 2013/14 year for the Roebourne Skate Park (\$600,000.00) and the Roebourne Community Kitchen (\$165,000.00).

**COUNCIL AMENDMENT / RESOLUTION**

**Res No** : 152680

**MOVED** : Cr Smeathers

**SECONDED** : Cr White-Hartig

1. **INSTRUCT** the Chief Executive Officer to progress partnership and funding negotiations with relevant stakeholders.
2. **Provided funding is successfully negotiated ENDORSE** Option 1 of the UDLA Community Engagement Report for the Roebourne Recreational Precinct which includes the following facilities developed over a 10yr period;

<b>Phase 1 (1-3 years)</b>	<b>Skate Space, Community Kitchen, Yarning Circles, Landscaping and Plantings, Redevelopment of the Roebourne Aquatic Centre.</b>
<b>Phase 2 (4-6 years)</b>	<b>Extension of Skate Space, Community Kitchen, Yarning Circles, Landscaping and Plantings and investigation to redevelop the Roebourne Community Hall.</b>
<b>Phase 3 (7-10 years)</b>	<b>Extension of Skate Space, Community Kitchen, Yarning Circles, Landscaping and Plantings and redevelopment of the Roebourne Community Hall</b>

3. **INSTRUCT** the Chief Executive Officer to progress Option 1 of the UDLA Community Engagement Report for the Roebourne Recreational Precinct by utilizing existing funding within the 2013/14 year for the Roebourne Skate Park (\$600,000.00) and the Roebourne Community Kitchen (\$165,000.00).

**CARRIED**

**FOR** : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg, Cr White-Hartig

**AGAINST** : Nil

**REASON** : The amendment provides greater clarity to staff on the process that Council would like to follow in relation to this matter.



## **11 DEVELOPMENT SERVICES**

### **11.1 PROPOSED CHEEDITHA TWA ACCESS ROAD OVER RESERVE 611, ROEBOURNE**

<b>File No:</b>	<b>P3393</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Statutory Planner</b>
<b>Date of Report:</b>	<b>31 October 2013</b>
<b>Applicant/Proponent:</b>	<b>Portside Accommodation Enterprises (PAE)</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>1. Proposed TWA (with Location Plan inset)</b> <b>2. Proposed Access Arrangements</b>

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#### **PURPOSE**

For Council to consider whether it would support excision of vehicle access from Shire managed Reserve 611 for a Transient Workforce Accommodation (TWA) proposed by Portside Accommodation Enterprises (PAE). It should be noted that support for creating access does not indicate support for the development. It only allows the access to be created if the development is ever required.

#### **BACKGROUND**

On 30 August 2013 PAE submitted an Application for Planning Approval to the Shire for consideration by the Pilbara Joint Development Assessment Panel (PJDAP). PAE is a joint venture between National Lifestyle Villages (NLV), the Cheeditha Community Aboriginal Corporation (CGAC) and the Juluwaru Community Aboriginal Group (JCAG).

The application is for a 300 person TWA facility at Lot 48 North West Coastal Highway, Roebourne. Lot 48 contains the Cheeditha Community and is a freehold lot owned by the CGAC. The proposed TWA facility would be located in the north eastern corner of Lot 48, approximately 750m from the nearest dwellings in the Cheeditha Community (see Attachment 1). At the time of writing, Shire officers had expressed to the applicant their unwillingness to support such a TWA proposal if not tied to a construction project and/or a significant positive community benefit. Officers are preparing a report and recommendation to the PJDAP for consideration.

Notwithstanding, there is merit in putting in place arrangement for creating appropriate access for the TWA should such a facility become necessary in the future. It is important to note, however, that any support from the Council to creation of access across Reserve 611 is not an indication of support for the TWA application. It is recommended that any Council support to the proposed access be subject to a Planning Approval being granted for the TWA.

Correspondence from Main Roads WA (MRWA) indicates access for the proposed TWA from North West Coastal Highway would not be supported. The proposed TWA therefore relies upon a separate legal point of access from the Point Samson-Roebourne Road, across

Reserve 611. Reserve 611 (Lot 346) is managed by the Shire. The subject portion of Reserve 611 is zoned Rural under TPS8. Reserve 611 was created in the late 1800's for 'Common Extension' for residents of Roebourne to use for stock grazing, firewood collection, building materials etc. The Shire does not have the power to lease Reserve 611.

The subject strip of Reserve 611 is not currently being used for any purpose and is vacant, with some informal dirt tracks crossing it. The applicant has undertaken a heritage survey (with the assistance of Ngarluma heritage consultants) over the proposed access road as shown in the Concept Plan (Attachment 2). The survey states that the Department of Aboriginal Affairs registrar shows no sites in this land area and indicates that no sites or artefacts of any significance are located on the ground.

#### **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 social, economic, environmental and cultural issues. This is because the proposed TWA relies upon access being provided across a Shire managed reserve for the Roebourne community.

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

The Planning Application (including the proposed access to the TWA) was referred to Infrastructure, Health and Community Services. No significant issues were raised. Infrastructure Services requests the TWA proponent bear the cost of creating, constructing, maintaining and rehabilitating any road and associated drainage. Planning Services agrees with this position.

#### **COMMUNITY CONSULTATION**

The proposed TWA development, including the proposed access, (P3393) was publicly advertised in accordance with TPS8 through an advertisement in the Pilbara News and placement on the Shire's website. The public advertising period ran for a minimum of 3 weeks. No public submissions were received. The advertised Planning Application provided sufficient public advertising of the proposed access route.

MRWA has no objection to the proposed connection with Point Samson-Roebourne Road but requires the intersection to be upgraded by the applicant at their cost.

#### **STATUTORY IMPLICATIONS**

The Department of Lands advises that as Reserve 611 is for the Purpose of 'Common Extension', any road access over the Reserve must be open to the public. If a road were created, the Shire would assume primary responsibility for it. As the Shire does not wish to assume responsibility for this road and as the applicant would prefer this road not be used by the public, the DoL has provided advice on the most appropriate alternative method for providing an access road to service the TWA development.

The DoL has suggested excision of the access road from the Reserve as a Crown lot leased to PAE from DoL for the purpose of vehicle access.

There are other methods to achieve this access (such as excising the land from the Reserve and creating another Reserve for the purpose of access), however, the DoL has indicated that the commercial nature of such access lends itself to a lease rather than a reserve. The DoL have also indicated that Native Title will not come into play if using this option. It is considered that the option of a lease is the most appropriate.

#### **POLICY IMPLICATIONS**

Nil.

**FINANCIAL IMPLICATIONS**

There are no financial implications.

**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 2013-2014 provided for this activity:

Our Program:	3.a.1.3	Provide expert advice to Government agencies regarding matters relating to lands, including native vegetation, mining leases and land tenure.
Our Services:	3.a.1.3.1	Respond to requests for Shire advice and provide information on crown land, mining leases, environmental controls, encumbrances and related matters.

**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 known 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 REFUSE to support the proposal to gain access over land within Reserve 611 for the purpose of providing legal access to a proposed development currently being assessed under the Pilbara Joint Development Assessment Panel Application for Planning Approval No.DP13/00726.

**CONCLUSION**

There are concerns about supporting development of the subject TWA facility at this point in time. Circumstances may change in the future, however, and it is important that such a development can be put in place quickly if the need arises. The proposed TWA does not have secure access and the recommendation below will allow for access arrangements to be put in place quickly if required. It is recommended that Council resolve access issues for this development in the future.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152681  
**MOVED** : Cr Lally  
**SECONDED** : Cr Kickett

**That Council by SIMPLE Majority:**

1. Pursuant to Section 51 of the Land Administration Act 1997 Section 3.18 of the Local Government Act 1995 **RESOLVES** to **EXCISE** land from Reserve 611 as shown in the Concept Plan (Attachment 2 of this report) for the creation of a private access road across existing Reserve 611 (Lot 346) and the conversion of this land to a lot to be leased to Portside Accommodation Enterprises (PAE) for the purpose of 'vehicle access' subject to the following:
  - a) a Planning Approval being issued to Portside Accommodation Enterprises (PAE) by the Pilbara Joint Development Assessment Panel (PJDAP) for Application for Planning Approval No.DP13/00726.
  - b) any lease over a newly created lot is for a time period commensurate with any time period provided under conditions of approval that may be issued by the PJDAP for Application for Planning Approval No.DP13/00726 that relates to the lifespan of the proposed Transient Workers Accommodation, should approval be granted by the PJDAP.
  - c) at the expiry of any lease granted by DoL to PAE, the land originally excised from Reserve 611 is returned to the land area of Reserve 611.
  - d) any costs involved in the above actions under Part 1 of this resolution are to be at the cost of PAE.
2. Pursuant to Section 3.18 of the *Local Government Act 1995* **RESOLVES** to **ADVISE** the applicant that support for the excision of this land from Reserve 611 and the creation of a lot to be leased to PAE for the purpose of vehicle access is not an indication of support for the lodged PJDAP Application for Planning Approval No.DP13/00726 and as outlined above, such formalisation of vehicle access can only be undertaken upon the PJDAP issuing a Planning Approval to the PJDAP Application for Planning Approval No.DP13/00726.

**CARRIED**

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**FOR** : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil

## 11.2 REQUEST FOR AMENDMENTS TO THE KARRATHA CITY CENTRE ROAD LAYOUT PLAN

<b>File No:</b>	<b>LP.110</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Lands Officer</b>
<b>Date of Report:</b>	<b>1 November 2013</b>
<b>Applicant/Proponent:</b>	<b>Landcorp</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>1. Existing endorsed Karratha City Centre Road Layout Plan</b>
	<b>2. Proposed Amended Karratha City Centre Road Layout Plan</b>

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### PURPOSE

For the Council to consider endorsing the proposed amendments to the Karratha City Centre Road Layout Plan.

### BACKGROUND

Karratha City of the North (KCN) was adopted in June 2010. KCN includes a City Centre Master Plan (CCMP). The CCMP proposes the formation of a new network and hierarchy of streets. The Karratha City Centre Road Layout Plan was prepared to better define changes to be made to the road network. The Council at its 24 October 2011 Ordinary Meeting resolved (Resolution No. 151868) to:

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.*

The currently endorsed Karratha City Centre Road Layout Plan is Attachment 1.

Subsequent to the endorsement of the Karratha City Centre Road Layout Plan, the following amendments have been proposed, considered and generally agreed:

Action/Activity/Project	Details
Southern realignment of Road 2	The proposed amendments to the alignment of Road 2 (proposed Nickol Bay Road) brings the new City Centre northern boundary road back from more storm surge risk and Aboriginal heritage areas and will reduce the cost of fill to build the road.
Deletion of Nelson Court extension to Balmoral Rd	The extension of Nelson Court through to Balmoral Road is not required.
Realignment of De Grey Place to remain as a cul-de-sac and not connect with Searipple Road.	This deletion has been proposed in part to create the St. Johns Ambulance site.
Widening of Balmoral Road at Dampier Road Intersection	As a result of MRWA requirements.
Deletion of the extension of Crane Circle behind Pelago	This was deleted to ensure that the road did not interfere with existing land ownership
Realignment of Road 1	This was completed to ensure the road did not interfere with the existing Lotteries West Building
Provision of new laneway between Best Western Hotel and LandCorp / Mirvac site	This amendment has been included to create access to the proposed hotel site and existing Best Western.
Extension of Crane Circle behind Pelago	Currently private road to become gazetted by the Shire

In addition to these amendments some minor modifications to road alignments have occurred throughout the progression of the construction phase to ensure a safe, efficient and usable road network whilst minimising the impact upon adjoining landowners, and to reflect discussions with Shire officers, other government agencies such as Main Roads WA, landowners and other key stakeholders.

The amended Karratha City Centre Road Layout Plan is Attachment 2.

#### **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 social and economic issues as the Karratha City Centre Road Layout Plan forms part of the vision for the Karratha City Centre.

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

Landcorp's KCCIW Project Team has presented these proposed changes to the KCCIW Place Team and to Councillors as part of its monthly Councillor briefing, presentations and updates. The Place Team includes representation from Planning Services, Infrastructure Services, Community Services, Strategic Projects and Communications. The Place Team supports the amended City Centre Road Layout Plan.

## **COMMUNITY CONSULTATION**

Extensive community consultation has been undertaken since release of the KCN Plan. There are regular community updates regarding the KCCIW Project in various forms of media such as newspaper and radio. City Centre Traders can also attend regular meetings to hear about and discuss implementation of the CCMP. LandCorp consults closely with key City Centre landowners whose landholdings will be impacted upon by the realignment of existing roads and/or the creation of new roads.

Landcorp advises that it will continue community consultation in accordance with the KCCIW Project Communications Plan. Formal newspaper notice is required under the *Local Government Act* plus direct mail outs will be recommended for the proposed road closures. This would be subject to a separate Council report to enable this report that just seeks support for the amendments to the Karratha City Centre Road Layout Plan.

## **STATUTORY IMPLICATIONS**

There are no statutory implications.

## **POLICY IMPLICATIONS**

Future policies prepared by the Shire will need to have regard for the Karratha City Centre Road Layout Plan.

## **FINANCIAL IMPLICATIONS**

The implementation of the KCCIW Project will be funded by the State Government through the Royalties for Regions program. The funding allocated for the initial two Works Packages A & B will be in the order of \$65 million. Additional funding requests of \$30 million and \$80 million have also subsequently been approved.

The KCCIW Project funding includes an allowance for minor boundary adjustments and replacement of improvements caused as a result of the proposed road realignments. Any shortfalls in this allowance will be subject to future funding submissions once the magnitude of these has been fully determined in consultation with the affected landowners.

The KCCIW Project has no allowance for the acquisition of whole lots/sites. Should a negotiation require the acquisition of a whole lot/site then such an outcome would be subject to a separate funding submission to the State Government.

## **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 2013-2014 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 and Infrastructure Works Program
Our Services:	1.d.3.1.1	Liaise with Landcorp to finalise Planning Scheme amendments and land assembly for Karratha City Centre Master Plan (KCCMP) and infrastructure Works Program

## **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**

The proposed changes are only minor changes to the currently endorsed Karratha City Centre Road Layout Plan.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by Simple Majority pursuant to section 3.18 of the *Local Government Act 1995* RESOLVES to REFUSE to endorse the revised Karratha City Centre Road Layout Plan.

Option 3

That Council by Simple Majority pursuant to section 3.18 of the *Local Government Act 1995* RESOLVES to REQUEST the revised Karratha City Centre Road Layout Plan be amended to demonstrate a revised road layout as determined by Council.

**CONCLUSION**

The currently endorsed Karratha City Centre Road Layout Plan is consistent with the Council endorsed KCN and has been prepared through a consultative approach. All proposed amendments to the road layout have come about as a result of further discussions with stakeholders and landowners, more detailed consideration and/or state government requirements. These amendments have been raised and discussed with the Shire's Place Team and at Councillor briefings and still implement the CCMP vision and achieve appropriate road alignments, ensuring a safe, efficient and usable road network. It is therefore recommended that the amended City Centre Road Layout Plan be endorsed.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : **152682**  
**MOVED** : **Cr Kickett**  
**SECONDED** : **Cr Vandenberg**

**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.**

**CARRIED**

**FOR** : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil

**11.4 ROAD DEDICATION OF ACCESS INTO KARRATHA LEISUREPLEX**

<b>File No:</b>	<b>CP.534</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Lands Officer</b>
<b>Date of Report:</b>	<b>November 2013</b>
<b>Applicant/Proponent:</b>	<b>Shire of Roebourne</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>1. Road dedication sketch</b> <b>2. Survey plan showing road dedication</b>

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**PURPOSE**

The purpose of this report is to follow through on Council resolution 152413 from the 18 February 2013 Ordinary Council Meeting Minutes to allow for road dedication into the Karratha Leisureplex under S56 of the *Land Administration Act 1997*.

**BACKGROUND**

At the 18 February 2013 Council Meeting, Council resolved in Resolution 152413 as follows:

1. That Council by ABSOLUTE Majority pursuant to Section 3.18 of the *Local Government Act 1995* DELEGATE AUTHORITY to the CEO to undertake all things necessary to formally create the new public access roadway from Dampier Hwy. to the Karratha Leisureplex site through the following process:
  - a) Advise the Department of Training and Workforce Development that, based on their advice, Council seeks formal approval to create a new road reserve from Dampier Highway on the southern side of the Broadhurst Intersection extension to create a public access to the Karratha Leisureplex, the Karratha High School and Pilbara Institute within Lot 520 under the control of the Department of Training and Workforce Development.
  - b) As a result of the above road reserve creation the Shire of Roebourne -
    - i. will be seeking formal approval from the Department of Training and Workforce Development to re-vest the section of remaining Lot 520 on the eastern side of the proposed road reserve as an amalgamation within the Shire's Lot 521 (Karratha Leisureplex site)
    - ii. Will agree to pay all associated cost for the formal changes to reserves and titles and shared costs with the Department of Education in the construction modifications of this section of the joint access road.
    - iii. Will bear all future operational costs for the maintenance and liabilities of the section of road reserve created and the section of reserve re-vested into Lot 521. Such liability shall commence from the notice of formal agreement of the Department to permit public access on this section of road for all public users to all three agency sites until formal dedication is finalised through the Department of Regional Development and Lands

- c) When formal agreement is obtained from the Department of Training and Workforce Development on the above provisions the Shire of Roebourne will commence the formal process of dedication and naming of the Road Reserve and section of reserve transfer through the statutory provisions of the Local Government Act and *Land Administration Act*
2. That Council by SIMPLE Majority receive the advice from MRWA on the planned road safety improvements to the pedestrian and cyclist crossing points on Dampier Highway on the east and west sides of Broadhurst Road

The Department of Lands has now advised that S3.18 of the *Local Government Act 1995* does not meet the its needs for road dedication purposes and requires a resolution to explicitly reference section 56 of the *Land Administration Act 1997*. Council has already resolved at its 16 September 2013 Ordinary Council Meeting (resolution 152621) to name the new section a continuation of Broadhurst Road but did not at that point address dedication of the road under S56 of the *Land Administration Act 1997*. Shire officers attempted to rectify this minor matter by letter and negotiation with the Department of Lands rather than another Council resolution. This was not possible and the Department of Lands has requested another formal resolution.

Another important point to note is that the Department of Training and Workforce Development has advised by letter dated 3 April 2013 that they acknowledge the resolution above and agree to a 5345m<sup>2</sup> redundant portion of Lot 520 being transferred to Shire of Roebourne for drainage purposes. Attachments 1 and 2 show the proposed alignments in sketch and survey plans.

#### **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**

Officer consultation has taken place with the Department of Lands who are satisfied with the resolution contained in this report.

#### **COMMUNITY CONSULTATION**

No community consultation is required.

#### **STATUTORY IMPLICATIONS**

Council resolutions relating to road dedication must explicitly reference section 56 of the *Land Administration Act 1997 for the road dedication*.

#### **POLICY IMPLICATIONS**

There are no policy implications.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications.

#### **STRATEGIC IMPLICATIONS**

There are no strategic implications

#### **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.

**CONCLUSION**

For the Broadhurst Road extension into the Leisureplex to be dedicated formally, the Department of Lands has advised that a new resolution is required that formally seeks dedication under section 56 of the *Land Administration Act 1997 and the Land Administration Regulations 1998*. Accordingly, it is recommended Council resolve to dedicate the road extension in a manner consistent with that requested by the Department of Lands request.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* and Section 56 of the *Land Administration Act 1997 and Land Administration Regulations 1998* RESOLVES to:

1. **DEDICATE** as a Road under Section 56 of the *Land Administration Act 1997* the access into the Karratha Leisureplex.
2. **WRITE** to the Department of Lands formally requesting the dedication of the road into the Karratha Leisureplex under Section 56 of the *Land Administration Act 1997*.
3. **SUPPLY** the Department of Lands all items necessary for them to action and pursue the road dedication including survey plans, details of consultation process and any objections, copies of correspondence to public utility service providers and correspondence from them confirming their agreement to the dedication and indemnity in favour of the Minister for Lands against any claims for compensation and costs.
4. **NOTE** that the future Road is to be named Broadhurst Road upon formal dedication/creation as has been previously resolved.
5. **ACTION** the Department of Training and Workforce Developments written consent to:
  - a) cede part of its reserve to create a common access road off Dampier Highway for the Karratha Leisureplex, New High School Site, Pilbara Institute (TAFE)
  - b) excise a 5345m<sup>2</sup> redundant portion of Lot 520 and AGREE to amalgamate it with Shire of Roebourne Lot 521 for Drainage purposes.

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**COUNCIL AMENDMENT / RESOLUTION**

Res No : 152683  
MOVED : Cr Smeathers  
SECONDED : Cr Lally

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* and Section 56 of the *Land Administration Act 1997 and Land Administration Regulations 1998* RESOLVES to:

1. DEDICATE as a Road under Section 56 of the *Land Administration Act 1997* the access into the Karratha Leisureplex.
2. WRITE to the Department of Lands formally requesting the dedication of the road into the Karratha Leisureplex under Section 56 of the *Land Administration Act 1997*.
3. SUPPLY the Department of Lands all items necessary for them to action and pursue the road dedication including survey plans, details of consultation process and any objections, copies of correspondence to public utility service providers and correspondence from them confirming their agreement to the dedication and indemnity in favour of the Minister for Lands against any claims for compensation and costs.
4. NOTE that the future Road is to be named Broadhurst Road upon formal dedication/creation as has been previously resolved.
5. ACTION the Department of Training and Workforce Developments written consent to:
  - c) cede part of its reserve to create a common access road off Dampier Highway for the Karratha Leisureplex, New High School Site, Pilbara Institute (TAFE)
  - d) excise a 5345m<sup>2</sup> redundant portion of Lot 520 and AGREE to amalgamate it with Shire of Roebourne Lot 521 for Drainage purposes.
6. REQUEST a further report on speed limitation on the Karratha Leisureplex Road.

**CARRIED**

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FOR : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
AGAINST : Nil  
REASON : Council approve Item 6 to the officer's recommendation as they felt that clarity is required regarding speed limits into the Leisureplex.

## 11.5 SEALING AND REALIGNMENT OF HEARSON COVE ROAD, BURRUP PENINSULA

<b>File No:</b>	<b>P3385</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Land Officer</b>
<b>Date of Report:</b>	<b>October 2013</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Aerial Hearson Cove Road showing current alignment, road dedication and Site F</b>

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### **PURPOSE**

The purpose of this report is to present to Council a recommendation to get Hearson Cove Road 'shovel ready' for hard sealing in the future to save on ongoing maintenance/ grading costs and improve access to Hearson Cove Beach and the recently created Murujuga National Park for locals and tourists. This report does not recommend sealing of the road, only initiating the necessary Crown land processes so the road can be sealed in the future.

### **BACKGROUND**

Hearson Cove Road is currently partly sealed for a small section approaching the beach and also at the intersection with the Burrup Road. The Shire spends a significant amount each year grading the middle gravel sections of the road which is heavily used by people visiting Hearson Cove Beach and Murujuga National Park. There would be future road maintenance cost savings and tourism benefits in sealing the road for the entire length. Before the road can be sealed, however, a Crown land anomaly needs to be resolved. The Hearson Cove road alignment as currently constructed departs from its dedicated reserve alignment from near the intersection with Burrup Road through Site F. (Attachment 1)

The Shire has consulted stakeholders (See community consultation section) seeking comment on a proposal to realign the reserve so it matches the current road alignment and to close the unused portion of reserve.

### **LEVEL OF SIGNIFICANCE**

In accordance with Council Policy *CE-8 Significant Decision Making Policy*, this matter is considered to be of moderate significance because it provides access to a popular recreational and cultural area and is of interest to industry stakeholders.

### **COUNCILLOR/OFFICER CONSULTATION**

Consultation has taken place with members of the Executive Management Team, Technical Services and Development and Regulatory Services. It has been agreed that the Shire should facilitate a lands solution to the incorrect alignment issue after stakeholder consultation.

### **COMMUNITY CONSULTATION**

The Shire consulted with the following stakeholders: Department of State Development, Department of Parks and Wildlife on behalf of Murujuga National Park, Department of Lands, Landcorp, Dampier Port Authority, Water Corporation, Main Roads, Yara Pilbara Nitrates.

Landcorp, Department of State Development and Dampier Port Authority all raised a similar issue, consenting to the sealing of the road but acknowledging that the existing dedicated road reserve and intersection is the most suitable alignment for Hearson Cove Road as it allows the maximum development potential for Site F Lot 537 DP 221363 that has been earmarked for future industrial development.

These stakeholders however acknowledge the high costs associated with realigning Hearson Cove Road and upgrading the Burrup Road intersection to fit within the dedicated alignment and concede this will not occur until a suitable proponent utilises Site F and funds these upgrades. Therefore they support sealing upgrades to the presently used alignment however does not support its dedication through Site F or the closure of the road through the desired costly route.

A solution has been put forward by these stakeholders whereby a licence or easement be granted over the currently constructed road through Site F to allow for sealing of the currently constructed road alignment whilst safeguarding Site F optimal development potential and safeguarding the desired and already formally dedicated route that can be constructed when a developer emerges.

The Shire's engineers agree that it would be cost neutral to apply a hard coat seal over a temporary road measure like an easement and agree that this solution provides flexibility to attract a developer to Site F whilst sealing the road in the interim.

A response was also received from Water Corporation. The Corporation wishes to be consulted during the detailed engineering design phase to ensure the steel main asset in the vicinity of the works is protected in the interest of maintaining customer water supply. The Department of Parks and Wildlife commented that the current undedicated alignment is preferred as it has less impact upon the park. The Shire has conveyed to the Department the view of other stakeholders. The Department of Parks and Wildlife wishes to be consulted concerning any vegetation removal in the area and supports cooperative measures to improve visitor services at Hearson Cove and adjacent areas within the boundary of the park.

### **STATUTORY IMPLICATIONS**

*Land Administration Act 1997.*

### **POLICY IMPLICATIONS**

The Shire of Roebourne Planning Scheme No. 8 contains Burrup Peninsula objectives to retain an appropriate balance between the Burrup's recreational, industrial, environmental and heritage assets.

Another policy consideration is the Burrup Maitland Industrial Estates Agreement that means there are no native title implications to consider as this has already been determined by the agreement, though heritage surveys may be required at any future detailed engineering stages. However as the road is already constructed the site has already been previously disturbed so the likelihood of heritage sites is low. Another related policy matter is the newly created Murujuga National Park and its Management Plan the Shire will work together in consultation with the Department of Parks and Wildlife to meet shared objectives and cost savings where possible.

**FINANCIAL IMPLICATIONS**

Any future sealing of the road would save on annual road maintenance costs. A developer of site F will be required to fund future construction of Hearson Cove Road along the dedicated reserve alignment, including upgrading intersection treatment works. The only financial implications of the Officer's recommendation would be any surveying and/or legal costs associated with creating the easement.

**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 2013-2014 provided for this activity:

Our Program: 3.a.1.3

Provide expert advice to Government Agencies regarding matters relating to lands including native vegetation, mining leases and land tenures

Our Services: 3.a.1.3.1

Respond to requests for Shire position and provide information on crown land and related matters

**RISK MANAGEMENT CONSIDERATIONS**

There are no risk management considerations applicable other than Department of Lands not approving the proposal.

**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 NOT to SEEK the Department of Lands approval for a right of way easement or licence over necessary land parcels to formalise the current constructed alignment of Hearson Cove Road because Council is satisfied with current access arrangements.

## CONCLUSION

The long term objective of sealing Hearson Cove Road would provide road maintenance savings and tourism benefits to the Shire. Prior to this occurring, however, the road needs to be given formal status.

Stakeholder consultation indicated support for sealing of the constructed road in its current alignment but not closure of the already dedicated road alignment. The stakeholders have suggested a temporary solution such as an easement or licence through Site F that could be sealed and lifted when a developer for Site F emerged, who would be required to fund construction of the road and intersection upgrades, lifting of the easement and remediating hard surfaces. This approach allows for the Shire to provide sealed road access to Hearson Cove in the short-term and transfers responsibility for any future road alignment modifications and upgrades to the future developer of Site F. Detailed design stages will factor in stakeholder interests such as Water Corporation assets and shared initiatives with the Department of Parks and Wildlife and Burrup industries to improve Hearson Cove, including constructed road access.

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## OFFICER'S RECOMMENDATION

1. That Council by **SIMPLE** Majority pursuant to Section 3.18 of the *Local Government Act 1995* **RESOLVES** to:
  - a) **ACCEPT** the option of an easement or licence over existing Hearson Cove Road alignment on the basis that future construction in the dedicated road reserve will be at the cost of the future developer of Site F.
  - b) **SEEK** the Department of Lands approval for a right of way easement under Section 144 of the *Land Administration Act 1997* or licence under Section 91 of the *Land Administration Act 1997* over necessary land parcels to formalise the current constructed alignment of Hearson Cove Road.
  - c) **ADVISE** Landcorp and Department of State Development and Department of Lands that future removal of the easement or licence encumbrances and any future hard surfaces on the land at Lot 537 (Site F) shall be at the cost of the developer at the time of, and in connection with construction of the alternative road in the dedicated road reserve by the developer, including intersection upgrade works.
  - d) **NOTE** that Burrup industry stakeholders and the Department of Parks and Wildlife will be consulted prior to road construction regarding opportunities for cost sharing to deliver road/ tourism infrastructure.
2. That Council by **ABSOLUTE** Majority pursuant to Section 5.42 of the *Local Government Act 1995* **RESOLVES** to **DELEGATE** to the CEO the power to undertake all necessary actions to create an easement under Section 144 of the *Land Administration Act 1997* or licence under Section 91 of the *Land Administration Act 1997* for the existing alignment of Hearson Cove Road.



## ADDENDUM

<b>To:</b>	<b>Councillors</b>
<b>File No:</b>	<b>P3385</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Land Officer</b>
<b>Date of Report:</b>	<b>15 November 2013</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Title of Report:</b>	<b>Ordinary Council Meeting – 18 November 2013 Addendum to Item 11.5: Sealing and realignment of Hearson Cove Road, Burrup Peninsula</b>

### PURPOSE

The Shire needs to consider new information submitted by the Department of Lands.

### BACKGROUND

The Department of Lands provided some recent correspondence (attached) on this proposal that suggested that the creation of a reserve for access purposes would be their preference. This is contrary to the consultation received from the other stakeholders that suggested an easement or licence creation as their preferred solution and are both legally viable avenues to pursue under the *Land Administration Act 1997*. As the Department of Lands support is required their solution can be considered as the preferred option and conveyed to the other stakeholders, if the stakeholder support is also forthcoming then a reserve can be created as the solution, if it is not then the Department of Lands should consider what was requested of them initially in the form of an easement or licence. In any event the end outcome is the same, there will be a sealed temporary access that can be revoked, if and when a developer emerges on site F, that will also be required to pay for intersection treatment in the correct road dedication and all costs associated with removal of redundant hard surfaces and encumbrances in the form of a reserve, easement or licence.

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### AMENDED OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

**Res No** : 152684  
**MOVED** : Cr Smeathers  
**SECONDED** : Cr Lally

1. That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to:
  - a) **ACCEPT** the option of a reserve creation for access purposes over existing Hearson Cove Road alignment on the basis that future construction in the dedicated road reserve will be at the cost of the future developer of Site F.
  - b) **SEEK** the Department of Lands approval for creation of a reserve for access purposes over necessary land parcels to formalise the current constructed alignment of Hearson Cove Road.
  - c) **CONSULT** with stakeholders advising them that the Department of Lands preference is for a creation of a reserve for access purposes as opposed to an easement or licence. If there is agreement from stakeholders then pursue this creation of reserve option, if there is any disagreement then suggest that the

Department of Lands then support the easement or licence options as they are legitimate options available under the *Land Administration Act 1997*.

- d) **ADVISE** Landcorp and Department of State Development and Department of Lands that future removal of the reserve, easement or licence and any future hard surfaces on the land at Lot 537 (Site F) shall be at the cost of the developer at the time of, and in connection with construction of the alternative road in the dedicated road reserve by the developer, including intersection upgrade works.
  - e) **NOTE** that Burrup industry stakeholders and the Department of Parks and Wildlife will be consulted prior to road construction regarding opportunities for cost sharing to deliver road/ tourism infrastructure.
2. That Council by **ABSOLUTE** Majority pursuant to Section 5.42 of the *Local Government Act 1995* **RESOLVES** to **DELEGATE** to the CEO the power to undertake all necessary actions to create a reserve, easement or licence for the existing alignment of Hearson Cove Road.

**CARRIED**

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FOR	:	Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg, Cr White-Hartig
AGAINST	:	Nil

## 11.6 ROEBOURNE STRUCTURE PLAN

<b>File No:</b>	<b>LP.153</b>
<b>Responsible Executive Officer:</b>	<b>Director Development, Services</b>
<b>Reporting Author:</b>	<b>Senior Strategic Planner</b>
<b>Date of Report:</b>	<b>4 November 2013</b>
<b>Applicant/Proponent:</b>	<b>Shire of Roebourne</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment</b>	<b>1. Draft Roebourne Structure Plan Precinct Plan and Summary of Key Elements</b>

**Councillors will be briefed on the draft structure plan and a full copy of the draft document will be available at the briefing session and Council meeting**

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### **PURPOSE**

For Council to adopt the Roebourne Structure Plan as a non-statutory district-level structure plan for the purposes of public advertising.

### **BACKGROUND**

Shire of Roebourne *Strategic Community Plan* recognises the town of Roebourne as having “a strong heritage flavour with a range of tourism attractions and community amenities. With a current population of 950, predominantly indigenous, Roebourne is one of the smaller towns within the Pilbara, but with revitalisation plans being developed and the growth of nature and cultural tourism it has significant potential.”

The Roebourne Structure Plan has been prepared to provide an overarching framework for the revitalisation and future development of Roebourne.

The Structure Plan describes the geographical context of the town, highlighting key environmental, social and economic aspects that require consideration by the planning system. It addresses broad land use and infrastructure matters, and establishes general principles and a design layout that will guide future development over the short, medium and longer term.

The structure plan has been prepared on the basis of a comprehensive analysis of base information and landscape elements, overlain by demographic, environmental, infrastructure and community information. The process has enabled the identification of challenges, aspirations considerations to guide the development of the Structure Plan.

Key base information studies that underpin the structure plan are:

- Roebourne Townsite Stormwater and Flood Management Plan
  - Roebourne Townsite Environmental Strategy
  - Roebourne Townsite Local Water Management Strategy
  - Roebourne Geotechnical Soil and Groundwater Investigation (draft)
  - Roebourne Water and Wastewater Services Capacity Assessment, Future Service Capacity Report
-

- Roebourne town centre structure plan traffic report
- Commercial and Retail Property Analysis of Roebourne Town

The Department of Planning funded preparation of this document through the Northern Towns Planning Program. While the content of the document will remain largely the same, the placement of the document in the WA planning framework and the implications for processing have been topics of interests (ie. whether the document should be a townsite strategy or a structure plan). Latest advice from the Department of Planning is that the WAPC's preference is for the document to be endorsed as a non-statutory district-level structure plan. To avoid major changes when the document is submitted to the WAPC for endorsement, it is important that the document aligns with the WAPC's view of where it fits in the WA planning framework. In any case, the Structure Plan will inform the Shire of Roebourne Local Planning Strategy and ultimately the Scheme review, and will guide future land use and development in and around Roebourne.

The Structure Plan can also help inform decisions regarding infrastructure investment, asset management and community services as part of reviewing Business Plans and Operational Plans, not just for the Shire but for other organisations that have a stake in Roebourne's 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 in terms of social, cultural and environmental issues and values as it assists in bringing together a community vision for Roebourne and establishing a plan for achieving that vision, primarily through decisions on land use and development.

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

Officer consultation has occurred throughout the development of the Roebourne Structure Plan. Further consultation will occur during the public advertising period.

#### **COMMUNITY CONSULTATION**

The Structure Plan has been developed through a comprehensive process of community consultation. In accordance with the Shire's policy *CE-9 Consultation*, the Shire has collaborated with the community on this project. This process included site visits, workshops and meetings with both the community and key stakeholders to develop a number of options for the future of the Roebourne townsite and then refine these options to develop the Plan.

The Shire engaged an experienced specialist in indigenous consultation and wider stakeholder consultation to lead, drive and engage with the Roebourne community, Government agencies, elected members and other stakeholders via a clearly defined and managed consultation process to deliver a structure plan supported by all key stakeholders. This process developed a strong community vision for the town, known as Yirramagardu (Ngarluma), focussing on the town's sense of place and informed by its rich history and strong traditional and contemporary culture.

Consultation to date has been focused on contributing to development of the Structure Plan. Once a Structure Plan document is adopted, the document should be publicly advertised to give people the opportunity to view and comment on the outcome of that work. The Structure Plan will be presented back to Council following public advertising to consider any submissions before being forwarded to the WAPC for endorsement.

**STATUTORY IMPLICATIONS**

While the Roebourne Structure Plan itself will be a non-statutory structure plan, it will provide an important input for the Local Planning Strategy, which is currently being prepared, and planning scheme review process which is likely to begin early 2014/15.

**POLICY IMPLICATIONS**

The Roebourne Structure Plan makes recommendations for the preparation of Local Planning Policies for individual precincts that carry forward the key design recommendations of the structure plan for each of those precincts. The Shire has already commenced preparation of a precinct plan for the Community & Education Precinct (also on this agenda).

**FINANCIAL IMPLICATIONS**

There are no financial implications at this stage. Financial implications will be considered in more detail when the Structure Plan is presented back to Council for final adoption in terms of how it influences the Shire's future infrastructure investment, asset management and community service delivery through review of Business and Operational Plans.

**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 Projects | 1.a.4.1.1 | Roebourne Structure Plan - Complete the Roebourne Structure Plan by June 2014.  |
|              | 1.e.1.1.1 | Roebourne Structure Plan - Progress development of Structure Plans for Roebourne, Point Samson, and Dampier by June 2014. |

Other linked programs and services are:

- |               |           |   |
|---------------|-----------|---|
| Our Programs: | 1.a.4.1   | Plan for provision of natural, active and passive open spaces in urban areas.   |
|               | 1.e.1.1   | Prepare structure plans for all urban areas in the Shire.   |
| Our Services: | 1.a.4.1.1 | Incorporate best practice principle for open space provision into the Local Planning Strategy, Structure and Development Plans.- Complete the Roebourne Structure Plan. |
|               | 1.e.1.1.1 | Prepare and review structure plans for suburbs and growth areas - Progress development of Structure Plans for Roebourne, Point Samson, Dampier and Mulataga.            |

**RISK MANAGEMENT CONSIDERATIONS**

Storm surge and flood risk has been investigated and this provides a better understanding of risks based on current information and has resulted in amendments to the Scheme being prepared to set more appropriate development standards than currently exist.

**IMPACT ON CAPACITY**

There is no impact on capacity or resourcing to carry out the Officer's recommendation. Resources will be allocated as part of budgetary planning processes.

**RELEVANT PRECEDENTS**

Karratha City of the North (KCN) is a similar non-statutory planning document endorsed by the WAPC. The Vision from KCN as well as the Vision and many other components of the Roebourne Structure Plan will provide valuable input for the Shire of Roebourne Local Planning Strategy and Scheme review.

**VOTING REQUIREMENTS**

Simple Majority

**OPTIONS:**

Option 1

As per Officer’s recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to NOT ADOPT the Roebourne Structure Plan for the following reasons:

- a. \_\_\_\_\_; and
- b. \_\_\_\_\_.

**CONCLUSION**

The need to revitalise the town of Roebourne has been recognised in a number of the Shire’s strategic documents. The Roebourne Structure Plan supports implementation of the Local Planning Strategy by providing a greater level of detail to guide investment and planning within the townsite. The Structure Plan also provides important input for the Scheme review.

The Structure Plan is based on detailed technical investigations and current environmental, cultural, social and economic information relevant to the future revitalisation of the town. The Structure Plan has been prepared in collaboration with key stakeholders and the community. It represents a vision for the town that is supported by the community. Implementing this vision will require shared commitment from the Shire and other key stakeholders.

The Roebourne Structure Plan should be adopted for public advertising for a minimum period of 28 days.

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**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152685  
**MOVED** : Cr White-Hartig  
**SECONDED** : Cr Lally

**That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to ADOPT the Roebourne Structure Plan for public advertising for a minimum period of 28 days, closing 3 January 2014.**

**CARRIED**

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**FOR** : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil

**11.7 AMENDMENTS TO DELEGATED AUTHORITIES FOR BUILDING SERVICES**

<b>File No:</b>	<b>CM.112</b>
<b>Responsible Executive Officer:</b>	<b>Director Development Services</b>
<b>Reporting Author:</b>	<b>Manager Regulatory Services</b>
<b>Date of Report:</b>	<b>30 October 2013</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

**PURPOSE**

For council to amend the delegated authority register to reflect changes in the structure of Building Services.

**BACKGROUND**

At its August 2013 meeting, Council determined that it would amend the structure of the Building Service unit to reflect the change in level of service whereby the Shire would only provide a certification service for Class 1 and 10 buildings (these being residential housing and associated structures).

As part of the change of structure, the position of Manager Building Services was amalgamated into the current Manager Regulatory Services position, and the new position of Building Application Administrator created. The current delegated authority register therefore needs to be amended to reflect these changes. In the case of the Building Application Administrator, the delegations are required to enable them to perform their role.

The following delegations require amendment to replace the position “Manager Building Services” with “Building Application Administrator”, and include “Manager Regulatory Services” where there is no existing delegation to this position.

Delegation Number	Delegation Type	Delegation title
3	Authorisation from the Local Govt.	Caravan Parks and <i>Camping Grounds Act 1995</i> – Authorised persons
4	Authorisation from the Local Govt.	Service of infringement notices under the <i>Caravan Parks and Camping Grounds Act 1995</i> – Authorised persons
10	Authorisation from the Local Govt.	<i>Building Act 2011</i> – Authorised persons (including those appointed for the inspection of swimming pools)
11	Authorisation from the Local Govt.	Service of infringement notices under the <i>Building Act 2011</i> – Authorised Officers
6	Authorisation from CEO	Local Laws – Authorised persons and service of infringement notices
17	Delegation	Functions of local government under local laws
18	Delegation	<i>Local Government Act 1995</i> – Power to enter land, premises or thing with notice or in an emergency

Delegation Number	Delegation Type	Delegation title
19	Delegation	Local Government Act 1995 – Power to require certain things to be done by owner/occupier of land/power to do things on land not owned by local government
27	Delegation	Building Permits under the <i>Building Act 2011</i>
28	Delegation	Demolition Permits under the <i>Building Act 2011</i>
29	Delegation	Occupancy Permits and Building Approval Certificates under the <i>Building Act 2011</i>

#### **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 ability to perform its role.

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

No Councillor or Officer consultation is required.

#### **COMMUNITY CONSULTATION**

No community consultation is required.

#### **STATUTORY IMPLICATIONS**

To enable the Shire's Building Approvals Administrator to undertake the role to which they have been employed, several Acts and Regulations require that this person be authorised or provided with delegated authority to conduct these works.

#### **POLICY IMPLICATIONS**

There are no policy implications.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications.

#### **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 2013-2014 provided for this activity:

- |               |           |  |
|---------------|-----------|--|
| Our Program:  | 4.b.1.4   | Conduct assessments of all building, health and ranger related applications and issue permits and approvals in accordance with legislative requirements. |
| Our Services: | 4.b.1.4.1 | Assess all applications within statutory timeframes.   |

#### **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, however the Shire regularly reviews and updates the Delegated Authority register.

#### **VOTING REQUIREMENTS**

Absolute Majority

**OPTIONS:**Option 1

As per Officer's recommendation.

Option 2

That Council by ABSOLUTE Majority pursuant to Section 5.16, 5.42 and 5.46 of the *Local Government Act 1995* RESOLVES to amend the Delegated Authority Register, replacing the position "Manager Building Services" with "Building Assessment Administrator", where the Manager Building Services currently has delegation or authorisation.

Option 3

That Council by ABSOLUTE Majority pursuant to Section 5.46 of the *Local Government Act 1995* RESOLVES to retain the delegated Authority register in its current form.

**CONCLUSION**

Modifications to the structure and levels of service of the Building Service unit have necessitated amendments to the Delegated Authority Register. Failure to do so will result in the newly appointed Building Assessment Administrator being unable to fulfil the role they have been employed for.

**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 152686  
 MOVED : Cr Vandenberg  
 SECONDED : Cr Harris

That Council by ABSOLUTE Majority pursuant to Section 5.16, 5.42 and 5.46 of the *Local Government Act 1995* RESOLVES to:

1. AMEND the Delegated Authority Register, replacing the position “Manager Building Services” with the position “Building Assessment Administrator” in the following:-

Delegation Number	Delegation Type	Delegation title
3	Authorisation from the Local Govt.	<i>Caravan Parks and Camping Grounds Act 1995 – Authorised persons</i>
4	Authorisation from the Local Govt.	Service of infringement notices under the <i>Caravan Parks and Camping Grounds Act 1995 – Authorised persons</i>
10	Authorisation from the Local Govt.	<i>Building Act 2011 – Authorised persons (including those appointed for the inspection of swimming pools)</i>
11	Authorisation from the Local Govt.	Service of infringement notices under the <i>Building Act 2011 – Authorised Officers</i>
6	Authorisation from CEO	Local Laws – Authorised persons and service of infringement notices
17	Delegation	Functions of local government under local laws
18	Delegation	<i>Local Government Act 1995 – Power to enter land, premises or thing with notice or in an emergency</i>
19	Delegation	<i>Local Government Act 1995 – Power to require certain things to be done by owner/occupier of land/power to do things on land not owned by local government</i>
27	Delegation	Building Permits under the <i>Building Act 2011</i>
28	Delegation	Demolition Permits under the <i>Building Act 2011</i>
29	Delegation	Occupancy Permits and Building Approval Certificates under the <i>Building Act 2011</i>

2. AMEND the Delegated Authority Register as listed to include the Manager Regulatory Services, where the Manager Regulatory Services is not currently included (Delegation Numbers 10, 11, 27, 28, 29).

**CARRIED**

FOR : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
 AGAINST : Nil

## **12 STRATEGIC PROJECTS & INFRASTRUCTURE**

### **12.1 AUSTRALIA POST ISSUES AT BAYNTON WEST**

<b>File No:</b>	<b>GR.69</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Reporting Author:</b>	<b>Manager Infrastructure</b>
<b>Date of Report:</b>	<b>15 October 2013</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Nil</b>

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#### **PURPOSE**

To advise Council of the outcome of the public survey regarding options to remedy safety issues identified with mail deliveries to houses in Baynton West and to consider recommendations for remediation works.

#### **BACKGROUND**

In September 2013 an information report was presented to Council regarding safety issues raised by Australian Post in relation to mail deliveries to particular addresses in Baynton West.

In summary on 1 July 2013 a meeting was held with Mr David Coburn of Australia Post and Council representative Martin Waddington to discuss safety issues identified with mail deliveries to houses in the following:

- Tharnda Road
- Warrida Street
- Marniyarra Loop
- Balyarra Parkway West
- Balyarra Parkway South
- Wagari Drive
- Bettong Bend

Houses in these areas have no linkages from the roadway to the letterboxes as all driveway access is via the rear laneway. Consequently the approach to the majority of letterboxes has a loose gravel mulch type verge enhancement and Australia Post has identified this treatment as being unsafe to traverse with the “postie” style motorbike. Australia Post has also indicated they would prefer the type of kerbing be changed from high semi mountable to a low mountable as an ingress and egress access point either end of the affected roads and the surface of the verge turned to some sort of hard rideable surface.

Australia Post indicated its preferred solution would be to reshape the kerbing, remove gravel style mulch as appropriate and install a clear hardstand pathway adjacent to dwellings on each affected road. Following a meeting with members of the Executive Management Team, the following course of action had been determined:

1. Council Officers will obtain quotes to:
  - a) Remove gravel style mulch and replace with compacted type material
  - b) Remove gravel style mulch as appropriate and installing concrete footpath to affected roads

2. Prepare correspondence providing details of both options for owners of properties affected, requesting they complete a preference survey online.
3. Report survey results back to Council with a view to implementing the preferred option.

The public survey closed on 30 September 2013 and results have now been collated. Of the 19 responses received, all choose Option 1.b to remove gravel style mulch as appropriate and install concrete footpath to affected roads.

Council Officers have estimated the cost of implementing this option is \$360K as per the table below.

<b>Location</b>	<b>Length (m)</b>	<b>Cost</b>
<b>Marniyarra Loop</b>	217	44,672.50
<b>Bettong Bend</b>	187	40,397.50
<b>Balyarra Parkway West</b>	145	36,412.50
<b>Balyarra Parkway South</b>	243	52,127.50
<b>Tharnda Road</b>	384	77,900.00
<b>Wagari Drive</b>	186	40,705.00
<b>Warrida Street</b>	168	36,140.00
<b>Contingency</b>		31,645
<b>Total</b>	<b>1530</b>	<b>360,000.00</b>

Taking into consideration LandCorp have offered to contribute 50%, reducing the net cost for Council to \$180K.

#### **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**

Councillors are requested to consider outcome of community survey.

#### **COMMUNITY CONSULTATION**

Consultation has taken place between Australia Post, LandCorp, Property Owners and Council Officers.

#### **STATUTORY IMPLICATIONS**

There are no statutory implications.

#### **POLICY IMPLICATIONS**

There are no policy implications.

#### **FINANCIAL IMPLICATIONS**

Council Officer estimates a total of \$360K is required to complete the preferred option. LandCorp will contribute 50% to the total cost. Council is considering a budget allocation in a further report in this Agenda. Subject to outcome of that decision, a budget amendment may or may not be required.

**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.2.4	Maintain Shire infrastructure necessary to meet the community needs.
Our Services:	1.a.2.4.1	Maintain and renew road and pathway infrastructure

**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 3.18 of the *Local Government Act 1995* RESOLVES to NOT ENDORSE implementation of the preferred Option 1.b as indicated by property owners.

**CONCLUSION**

Having regard to the safety issues raised by Australia Post in relation to mail deliveries to these properties and to ensure the continuity of services, it is recommended that Council support the preferred option as indicated by property owners. It is further recommended that Council support funding of these works through the 2013/14 budget review process.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152687  
**MOVED** : Cr Vandenberg  
**SECONDED** : Cr Miller

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

1. **ENDORSE** implementation of the preferred option to remove gravel style mulch as appropriate and install concrete footpaths to affected roads in the following locations in Baynton West:
  - Marniyarra Loop
  - Bettong Bend
  - Balyarra Parkway West
  - Balyarra Parkway South
  - Tharnda Road
  - Wagari Drive
  - Warrida Street
  
2. **CONSIDER** a budget allocation of \$360k towards these works.

**CARRIED**

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**FOR** : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg,  
Cr White-Hartig  
**AGAINST** : Nil

**12.2 KARRATHA AIRPORT - EXPRESSION OF INTEREST FOR LEASE OF CONCESSION SPACES**

**File No:** TT.410

**Responsible Executive Officer:** Director Strategic Projects & Infrastructure

**Reporting Author:** Airport Commercial Coordinator

**Date of Report:** 18 November 2013

**Applicant/Proponent:** Nil

**Disclosure of Interest:** Nil

**Attachment(s)** A copy of the Draft Expression of Interest: Lease of Concession Spaces will be tabled at the Council Briefing Session

**PURPOSE**

This report seeks Council’s endorsement to call for Expressions of Interest (EOI) to Lease the five (5) Concession sites at the upgraded Karratha Airport Terminal.

**BACKGROUND**

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

As a result of the upgrade, five (5) new Concession spaces for retail, food and beverage outlets will be created as below:

- Café / News / Gift - 297.83m<sup>2</sup>
- Fast Food outlet - 91.55m<sup>2</sup> and 14.37m<sup>2</sup>
- Bar - 14.12m<sup>2</sup> and 6.6m<sup>2</sup>
- Duty Free - 13.92m<sup>2</sup>
- Grab and Go - 33.96m<sup>2</sup>

The proposed EOI is aimed at identifying suitable Proponents to progress for invitation to tender for these Concessions.

In order to assess the EOI, the following evaluation criteria is proposed:

	<b>Criteria</b>	<b>Weighting</b>
1.	Consideration Offered ( <i>based on Minimum Guaranteed Rent and Percentage Turnover</i> ) as well as the projected Tenant’s Sales and the substantiation of projections	20%
2.	Sustainability, quality and relevance of the brand/offer	20%
3.	Quality and relevance of the Concept, Concept Design and delivery	15%
4.	Quality and relevance of the Business Plan	15%
5.	Evidence of financial capability	15%
6.	Demonstrated experience in a relevant food and beverage or retail outlet(s)	15%

**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. Once the EOI progresses to a Tender process, the matter is likely to be considered of high significance in terms of the potential to enter into partnership with the private sector to carry out significant activities at the Karratha Airport.

**COUNCILLOR/OFFICER CONSULTATION**

The EOI Assessment Panel to include:

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

**COMMUNITY CONSULTATION**

No community consultation is required.

**STATUTORY IMPLICATIONS**

The proposed Lease 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 leases 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 shortlist capable organisations to delivery quality service and commercial outcomes to the airport.

**FINANCIAL IMPLICATIONS**

In responding to the EOI, Proponents are asked to identify their financial return to the Shire of Roebourne on the basis of a minimum guaranteed rent and percentage turnover.

**STRATEGIC IMPLICATIONS**

The Concession spaces to be leased 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**

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 has previously gone to the Market for EOI to determine levels of commercial interest in the provision of goods and services.

**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 for Expressions of Interest to Lease the five (5) Concession sites at the upgraded Karratha Airport Terminal.

**CONCLUSION**

An EOI for outsourcing the provision of Food, Beverage and Retail Concessions at Karratha Airport will enable a shortlist for Tender to be compiled, consistent with the 2013-2033 Airport Master Plan and Land Use Plan.

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

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**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152688

**MOVED** : Cr Vandenberg

**SECONDED** : Cr Lally

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

1. ENDORSE calling for Expressions of Interest seeking Proponents to Lease the five (5) Concession sites at the upgraded Karratha Airport Terminal; and
2. ENDORSE the Expressions of Interest Selection Criteria as follows:

	<b>Criteria</b>	<b>Weighting</b>
1.	<b>Consideration Offered (based on Minimum Guaranteed Rent and Percentage Turnover) as well as the projected Tenant’s Sales and the substantiation of projections</b>	<b>20%</b>
2.	<b>Sustainability, quality and relevance of the brand/offer</b>	<b>20%</b>
3.	<b>Quality and relevance of the Concept, Concept Design and delivery</b>	<b>15%</b>
4.	<b>Quality and relevance of the Business Plan</b>	<b>15%</b>
5.	<b>Evidence of financial capability</b>	<b>15%</b>
6.	<b>Demonstrated experience in a relevant food and beverage or retail outlet(s)</b>	<b>15%</b>

**CARRIED**

FOR : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
 AGAINST : Nil



### 12.3 KARRATHA AIRPORT - LEASES FOR RENTAL CAR STORAGE

<b>File No:</b>	<b>TT.410</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Reporting Author:</b>	<b>Airport Commercial Coordinator</b>
<b>Date of Report:</b>	<b>18 November 2013</b>
<b>Applicant/Proponent:</b>	<b>Rental Car Companies</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>Aerial View of Proposed Lease Areas</b>

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#### **PURPOSE**

To seek Council's approval to Lease vacant land areas for storage/parking of rental vehicles in order to increase revenue and improve public parking availability.

#### **BACKGROUND**

In previous years, Rental Car companies had been storing their vehicles on surplus land leased by BP Australia Pty Ltd (Air BP) i.e. Lot 16 (LA16) at Karratha Airport. Negotiations are underway for the portion of unused BP land to be relinquished to the Shire of Roebourne as approved by Council.

Currently, Rental Car companies utilise the existing Long Term B Public Car Park under a rolling month-by-month leasing arrangement for rental car storage. Historically this causes congestion over the busy Christmas New Year period and reduces parking availability for the general public.

At the November 2012 Ordinary Council meeting, Council resolved, in part to:

1. APPROVE the offering of licences to Rental Car companies for areas of the airport currently vacant, surplus and including part area of Lot 16 (after it is relinquished by Air BP) noting that:
  - a) The proposed licence(s) be limited to a maximum of 1 year in duration and then on a month to month basis; and
  - b) The land portions be offered in their current unimproved state.

It is the intention of this report to seek approval to relocate these rental vehicles to other parcels of land on a Lease arrangement with the Rental Car companies.

Airport staff have identified seven (7) parcels of land of approx. 2,500m<sup>2</sup> that would be suitable for use (see Attachment 1). It is proposed to use this vacant land for Rental Car storage on Leases and at commercial rates. The proposed Leases would be medium term e.g. initial term of one year to two years, then on a year by year basis, so as not to impede future land development consistent with the 2013-2033 Airport Master Plan and Land Use Plan.

It is proposed the land be made available in its current unimproved state (graded earth) and not be further developed e.g. no seal; however fencing will be required at the Lessee's expense to restrict access to these unsecured land portions.

The offer to lease this vacant land will be limited to only rental car companies that operate under a rental car agreements in the current or newly upgraded Karratha Airport Terminal. The current rental car companies operating under agreement at Karratha Airport have expressed demand for stacked and overflow parking and it is anticipated that these Leases will be readily taken up.

**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**

Previous consultation on this matter occurred with the Airport Advisory Group at the meeting held on 1 December 2011.

**COMMUNITY CONSULTATION**

No community consultation is required.

It is noted however, that in accordance with the OCM resolution (Dec 2011) the Shire has been negotiating with Air BP and Rental Car companies. Air BP has confirmed their intention to surrender part of their leased area and Rental Car companies have confirmed their requirements for storage/parking areas for returned and stored vehicles.

**STATUTORY IMPLICATIONS**

There are no statutory implications.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

It is anticipated that the financial return to the Shire will be increased through the establishment of this commercial arrangement with Rental Car companies, subject to Council approval.

Subject to negotiations with the prospective Lessees, the Shire proposes to target achieving a rate in excess of \$30per square metre per annum for seven (7) existing vacant parcels of land. These areas are approx. 2,500m<sup>2</sup> and will be subject to survey.

The rate per square metre per annum has been established on comparable rental rates for vacant land on the airport. For example, St Johns has agreed to establish their lease at \$35per square meter per annum noting the added benefit of their site is its airside connectivity. This airside landside benefit is considered to provide the uplift of \$5 per square metre per annum.

**STRATEGIC IMPLICATIONS**

Being able to offer Leased land for Rental Car vehicle storage increases commercial fixed term revenue, and decreases demand on valuable public parking areas.

Guidelines will be established ensuring minimum standards for fencing and security to ensure only authorised Rental Car vehicles and staff can access the leased areas.

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**

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**

Previously provided for in Long Term A and B, which has restricted some community use in the past during busy periods.

**DELEGATED AUTHORITY**

It is proposed to delegate authority to the CEO to negotiate leases with rental car companies.

**VOTING REQUIREMENTS**

Absolute Majority

**OPTIONS:**Option 1

As per Officers recommendation.

Option 2

That Council by Absolute Majority pursuant to Section 3.58 and 6.12 of the *Local Government Act, 1995* RESOLVES to NOT APPROVE the offering of Leases to Rental Car companies for areas of the airport currently vacant, surplus and part area of Lot 16;

**CONCLUSION**

It is recommended that rental car companies that have a rental car agreements in the current or newly upgraded Karratha Airport Terminal be offered commercially viable Leases for storage parking at commercial rates on currently vacant and surplus airport land.

**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152689  
**MOVED** : Cr Smeathers  
**SECONDED** : Cr Kickett

**That Council by ABSOLUTE Majority pursuant to Section 3.58 and 6.12 of the *Local Government Act, 1995* RESOLVES to:**

1. **APPROVE** the offering of Leases to Rental Car companies for areas of the airport identified in the attachment and including part area of Lot 16 (after it is relinquished by Air BP) noting that:
  - a) The proposed Lease(s) be limited to a maximum of 2 years in duration and then on a year by year basis; and
  - b) The land portions be offered in their current unimproved state;
  - c) The lease fee be set at a minimum \$30 per square metre.
  
2. **ENDORSE** establishment of the above proposed Leases to the party or parties, at the negotiated rate or rates, in accordance with Council policies; and
  
3. **DELEGATE AUTHORITY** to the Chief Executive Officer to execute the Lease(s) documents upon closure of the advertising period subject to no objections being received.

**CARRIED**

**FOR** : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil

## 12.4 DAMPIER COMMUNITY HUB CONCEPT PLAN

<b>File No:</b>	<b>CP.329; CP.338</b>
<b>Responsible Executive Officer:</b>	<b>Director Strategic Projects &amp; Infrastructure</b>
<b>Reporting Author:</b>	<b>Project Manager</b>
<b>Date of Report:</b>	<b>28 October 2013</b>
<b>Applicant/Proponent:</b>	<b>Nil</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>1. Dampier Community Hub Concept Plan</b> <b>2. Confidential – Detailed Project Budget</b> <b>Copies will be tabled at the Council Briefing Session</b>

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### **PURPOSE**

To inform Council of the Dampier Community Hub Concept Plan drawings and to seek endorsement of future action required.

### **BACKGROUND**

On 20 May 2013, Council endorsed the scope for the Dampier Community Hub and the Project Architect selection criteria to proceed to tender via resolution 152488, in part:

1. That Council by SIMPLE Majority pursuant to Section 3.18 of the *Local Government Act 1995* RESOLVES to:
  - a. ENDORSE the scope for the Dampier Community Hub as detailed;
2. That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* RESOLVES to:
  - a. ENDORSE the Project Architect Selection Criteria as detailed below:
  - b. AUTHORISES the calling of tenders for the appointment of a Project Architect for the Dampier Community Hub project and NOTES a tender report will be brought forward to the August meeting of Council for consideration;
  - c. NOTES the insertion of project STOP/GO points in the Project Architect, Cost Manager and Independent Licenced Building Surveyor Consultancy briefs at the conclusion of the Concept Design, Pre tender and Tender Closure stages of the Dampier Community Hub project;

Subsequently, Gresley Abas Architects was appointed as Project Architect for the Dampier Community Hub.

The original program specified in the Consultancy brief for the project, called for the concept design to be submitted by 3 October 2013 and the Concept design report by 10 October to enable a review by administration, public and stakeholder consultation and report to Council at its October 2013 Council meeting.

The concept plans were presented on 3 October 2013 by the Project Architect and the Concept Design report received on 10 October 2013.

Following a review of the concept plan by the Project Reference Group (PRG), it was determined that a more comprehensive community consultation process be undertaken at the concept stage of the project with the concept plan to be submitted at the November Council meeting.

Following the first phase of consultation, the project scope was further refined and subsequently the concept plan was revised in accordance with the amendments. Based on the feedback provided on the initial concept plan, Gresley Abas have developed and presented the revised concept plan (submitted as Attachment 1) for consideration.

### **Project Scope Amendments**

Throughout the consultation process, the project scope endorsed by Council at its 20 May 2013 meeting was refined. The following information was provided to the architects as amendments to the scope to be included in the concept planning:

#### The inclusion of a Coffee Hut (up to 18m<sup>2</sup>):

To facilitate the 'activation' of the Dampier Community Hub, it was strongly voiced through consultation with the Dampier Community Association and general public that a place to purchase a coffee/beverage be included within the hub.

The coffee hut has been briefed as being suitable to operate as a self service facility, or operated by the Library and/or DCA staff, or will have the potential in the longer term to operate commercially if warranted.

The coffee hut is to be located so as to have a visual presence in the hub precinct.

#### Ticket Office

Through ongoing discussion on the potential use of the ticket office as identified within the initial design brief, it was determined that a 'pop up' ticketing area would be more appropriate than a purpose built facility and could be stored and located within the existing community hall facility.

This also reduces the requirement to provide additional service connections.

#### Combining Library and DCA/Not for Profit Spaces

Following a review of the first concept which included 5 separate buildings, the option to combine the library with the multipurpose/DCA and not for profit spaces into one building was requested to reduce capital build cost and provide greater options for facility management going forward.

#### Deletion of meeting Rooms

Upon review of the initial designs, a meeting room (dividable into 2 meeting areas) was deleted from the scope of works. The relocation of the playgroup from the existing community hall smaller room to the new multipurpose area will free up this smaller room to enable meetings and other activities to be held there. With the provision of 2 multipurpose rooms in the scope of the project, the rationalisation of meeting spaces was deemed appropriate.

An increase in size of the DCA office of up to 10m<sup>2</sup> was subsequently included to provide for DCA related meetings.

#### General Feedback

Greater provision of soft landscaping of outdoor spaces.

Vehicle access required to facilities for service and delivery vehicles.

### **Concept Plan**

The concept design has been developed following a site visit by the architects, project initiation meeting with the PRG and a briefing workshop session with the members of the PRG, Technical Representatives from Rio Tinto, the Architects and their sub consultant team. The workshop identified constraints and opportunities of the site and confirmed the objectives of the project. The Dampier Community Hub concept provides for the following:

- 70 place Early Learning Centre;
- Refurbishment of the existing community hall, including air-conditioning, kitchen and services upgrade, replacement toilet and change rooms and some general aesthetic improvements;
- New 160m<sup>2</sup> Library to replace existing;
- Multipurpose community meeting and activity spaces to cater for existing and additional user groups;
- Offices for the Dampier Community Association and other community and/or commercial groups;
- A Coffee Hut;
- Inclusion of a centralised 'hub' component that provides for formalised and incidental meeting spaces that can be used for local events and festivals.

The facility will be required to cater for users of existing facilities as well as provide for new functions. The architects were asked to design facilities that respond to existing site conditions and take advantage of existing views on the site. To complement the built form, the creation of outdoor spaces to enhance community access and use of the facilities was required.

The concept plan has been reviewed by the client group and has been subject to further community consultation. It is considered to meet the requirements of the design brief.

### **Return Brief**

Gresley Abas has submitted a Draft Return Brief which is inclusive of the specialist sub-consultants input into required services for the project. The Draft Report has been reviewed by the project team and has been deemed suitable for this stage of the project.

The Return Brief has outlined the approach to design and points to several key design elements:

#### Key Design Criteria

A briefing workshop was held by the architects with project representatives from the Shire of Roebourne and Rio Tinto to confirm the direction and vision for the project, and to ascertain specific technical considerations.

The key design criteria outlined in the project design brief was reiterated in the return brief with the built form required to respond to existing site conditions and take advantage of the existing views, weather patterns and topography. The building should recognise the strategic vision for the future of Dampier and be designed for a 50 year lifespan. The design should minimise ongoing maintenance cost and provide sufficient documentation to ensure ease of operation.

Site issues/constraints

The key constraint of the site is the available area of developable land in consideration of the existing car park, hall and rocky outcrop. These features identify a band of existing developable land that runs diagonally across the site from South East to North West.

The fall across this section of the site is approximately 3 metres.

**Contract – STOP/GO Point**

The Project Architect and the Quantity Surveyor/Cost Manager have been engaged under AS4122-2010 General Conditions of Engagement for the appointment of Consultants.

In order to enable Council to determine the various contracts in the event that it resolves not to proceed with the overall project, STOP/GO points have been provided for at the conclusion of the

- Concept Planning Stage
- Pre-Tender Estimate Stage
- Consideration of Tenders

Continuation of the project beyond this current concept planning stage will require execution of the next phase of the contract for both the Project Architect and the Cost Manager/Quantity Surveyor.

**Project timetable**

A draft project timetable has been developed following the decision to submit the concept design to November:

<b>Event/Task</b>	<b>Completion</b>
Schematic Design	23 December 2013
Development Application Submitted	17 January 2014
Design Development	28 March 2014
Documentation	11 July 2014
STOP GO POINT – Pre Tender Estimate	July 2014

**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 the future social and cultural well being of the residents of Dampier as it relates to the construction of significant community infrastructure in their community.

**COUNCILLOR/OFFICER CONSULTATION**

The PRG has been established to have overview of the design and documentation and the construction process. The PRG comprises of several officers, Rio Tinto representatives and two (2) nominated councillors.

**COMMUNITY CONSULTATION**

Community consultation has occurred on the concept iterations provided to date. Targeted consultation of existing and potential users of the facilities has occurred and two (2) separate opportunities for the Dampier Community to provide their feedback has been offered.

Targeted Consultation:

The Dampier Community Association  
 Local Childcare providers  
 Dampier Playgroup Association  
 Library Staff  
 Dampier Ward Councillors  
 Rio Tinto staff

General Community

Dampier Markets – 6 October 2013  
 Dampier Primary School Fete – 26 October 2013

Feedback obtained through the consultation sessions has been incorporated into the concept design.

A full communication plan has been developed for this project and further consultation has been planned for the next phases of the project development.

**STATUTORY IMPLICATIONS**

The Dampier Community Hub project will require the design development to reflect and implement all the requirements of legislation and regulations applicable to a public building.

**POLICY IMPLICATIONS**

Council Policy CS12 – Public Art Policy:

An allocation of funds for public art is to be included within each new development of redevelopment 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 \$1M 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.

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

**FINANCIAL IMPLICATIONS**

**Project Budget**

An indicative project budget was developed prior to the tender for the project architect established on the design brief developed for the project. Based on the estimated Perth construction cost of \$7,565,000, the draft project budget was developed inclusive of a Pilbara contingency, design and construction contingencies, public art, fit out, provision for cost escalation and internal project costs.

Cost Plan

Donald Cant Watts Corke (DCWC) will provide a revised Cost Plan for the project based on the concept plan presented, which will tabled at the briefing session.

**Project Funding**

Presently confirmed funding for the project is summarised below:

<b>Approved Funding</b>	
Rio Tinto	9,400,000
Royalties for Regions	6,500,000
<b>Total approved funding</b>	<b>\$15,900,000</b>

Additionally Council Officers are preparing a further application to Lotterywest, due for submission in December 2013.

Council's Long Term Financial Plan provides for a \$1M financial contribution toward this infrastructure project, to be primarily attributed towards the relocation and rejuvenation of the Dampier Library.

**Cost to next stage**

An amount of \$1,316,614 has been allocated within the 2013/2014 budget. An anticipated final cost for the completion of the Concept Stage is \$158,900 with the remaining amount allocated to the progression of the schematic, design development and documentation of the project. No further adjustment to the 2013/2014 budget would be required to authorise the continuation of the project beyond this current concept planning stage.

If Council endorse the concept plan as recommended, the budget will be further refined as the detail of the project is developed.

**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 2013-2014 provides for this activity:

Our Program:	1.d.2.2	Develop and implement strategic partnerships that assist in the provision of community infrastructure and service delivery
Our Services:	1.d.2.2.3	Develop and implement Dampier Community Hub Agreement

**RISK MANAGEMENT CONSIDERATIONS**

The Shire has entered a partnership agreement with Rio Tinto for the delivery of the Dampier Community Hub Project. Rio Tinto has committed funds to the project. The Shire has committed to the project management of the project. The existing Dampier Library has been identified to be demolished and a new library facility constructed. The existing Dampier Community Hall is to undergo an upgrade. Additionally, new community facilities will be constructed on the site.

The project calls for the relocation and accommodation of existing users groups where possible during the construction works.

A risk plan has been developed for the project and will be monitored by the Project Control Group throughout the project development.

**IMPACT ON CAPACITY**

The project will be overseen by the Director Strategic Projects and Infrastructure. The Manager Leisure Services is the Project Client. An internal Shire Project Reference Group has been established consisting of Councillors, internal Shire staff and Rio Tinto personnel to provide input into the design process and be responsible for all works necessary for the project deliverables.

The Project Superintendent role will be performed by Strategic Projects Project Manager.

Additional Shire staff input will be required at various stages throughout the project. This has been considered and planned for in the Project Management Plan.

**RELEVANT PRECEDENTS**

The Shire has successfully completed a number of construction projects in recent years.

**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 endorse the concept plan at this time and requests that further concept design modifications be considered and the plan be resubmitted at the December Council Meeting.

**CONCLUSION**

At the May 2013 Council meeting, Council endorsed the progression of the concept design phase of the Dampier Community Hub project. A Project Architect and Cost Manager/Quantity Surveyor were appointed.

The Project Architect prepared a concept plan which was reviewed by the PRG and was subject to community consultation. A further concept plan was developed following the feedback provided. The revised concept plan has been reviewed against the design brief, operational requirements and the feedback provided on the initial plan and is considered to meet the requirements as set out.

This report sets out a series of recommendations to progress the Dampier Community Hub project to the next design phase.

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**OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**

**Res No** : 152690  
**MOVED** : Cr Lally  
**SECONDED** : Cr Kickett

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

1. **ENDORSE** the Concept Design for the Dampier Community Hub as depicted in drawing as Attachment 1, including scope changes as detailed in this report; and
2. **AUTHORISES** the Dampier Community Hub project to advance to the Schematic/Design Development and Documentation stage.

**CARRIED**


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**FOR** : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
**AGAINST** : Nil



## 13 ITEMS FOR INFORMATION ONLY

Responsible Executive Officer: Chief Executive Officer

Reporting Author: Minute Secretary

Disclosure of Interest: Nil

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### PURPOSE

To advise Council of the information items for October 2013.

### VOTING REQUIREMENTS

Simple Majority

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### OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 152691

MOVED : Cr White-Hartig

SECONDED : Cr Smeathers

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 Non-Statutory Donations
- 13.4 Building Statistics
- 13.5 Planning Decisions Issued
- 13.6 Ranger Statistics
- 13.7 Environmental Health Statistics
- 13.8 Waste Services Data
- 13.9 Future Clubs Program

**CARRIED**

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FOR : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg,  
Cr White-Hartig

AGAINST : Nil

**13.1 SHIRE PRESIDENT’S MAIL**

**Responsible Executive 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
08/10/2013	Department of Water	Completion and release/launch of the Pilbara groundwater allocation plan - clear direction on how the government will allocate and regulate the use of groundwater in the Pilbara - Department is now working on implementing the plan - Department of Water
17/10/2013	McDonalds Karratha	McDonalds Karratha invite shire president Fiona White- Hartig participate McHappy day 09 November 2013 by donation raffle prize - volunteering staff - purchasing a corporate helping hand
22/10/2013	Woodside	invitation to the shire president to attend the official opening of the Ngurra Nyingu art exhibition on the 18/11/2013

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

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**PURPOSE**

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

<b>DATE</b>	<b>DOCUMENT</b>
17/10/2013	Memorandum of Understanding between the Shire of Roebourne and Karratha Bowling Club Inc.(Club)
23/10/2013	Shire of Roebourne Town Planning Scheme No. 8 Amendment No. 34
24/10/2013	Lease Agreement Café Karratha Leisureplex between the Shire of Roebourne and ONYX (Aust) Pty Ltd
24/10/2013	Lease Agreement Pam Buchanan Family Centre between the Shire of Roebourne and ONYX (Aust) Pty Ltd

**13.3 NON STATUTORY DONATIONS FOR PERIOD ENDING 31 OCTOBER 2013****File No: NOV13****Responsible Executive Officer: Director Corporate Services****Author Name: Management Accountant****Date of Report: 4 November 2013****Disclosure of Interest: Nil**

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**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.

<b>Shire of Roebourne</b>	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual YTD</b>	<b>Funds Remaining</b>
<b>Non Statutory Donations</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>For the Period Ending 31 October 2013</b>				
Contribution - Dampier Community Assoc	\$ 100,000	\$ -	\$ 23,536	-\$ 23,536
Contribution - Pt Samson Community Assoc	\$ 100,000	\$ 100,000	\$ 30,000	\$ 70,000
Contribution - Roebourne Advisory Group	\$ 100,000	\$ 100,000	\$ 17,035	\$ 82,965
Contribution - Wickham Community Assoc	\$ 100,000	\$ 100,000	\$ -	\$ 100,000
Contribution - Karratha Community Assoc	\$ 100,000	\$ 100,000	\$ 5,575	\$ 94,425
Ex Gratia Contribution - Dampier Community Assoc	\$ -	\$ 100,000	\$ -	\$ 100,000
Ex Gratia Contribution - Wickham Community Assoc	\$ 100,000	\$ 100,000	\$ 75,000	\$ 25,000
Ex Gratia Contribution - Roebourne Advisory Group	\$ 250,000	\$ 250,000	\$ -	\$ 250,000
Ex Gratia Contribution - Pt Samson Community Assoc	\$ 125,000	\$ 125,000	\$ -	\$ 125,000
Event Alliance International	\$ 125,000	\$ 125,000	\$ -	\$ 125,000
Karratha Dampier Lions Club - Fenacng	\$ -	\$ -	\$ 17,076	-\$ 17,076
Nor West Jockey Club	\$ -	\$ -	\$ 2,188	-\$ 2,188
Raiders Boxing Club	\$ 10,000	\$ 10,000	\$ -	\$ 10,000
The Salvation Army	\$ -	\$ -	\$ 3,975	-\$ 3,975
Welcome Lotteries House	\$ 13,000	\$ 13,000	\$ -	\$ 13,000
St John'S Ambulance (Roebourne)	\$ -	\$ -	\$ 1,717	-\$ 1,717
Karratha Bmx Club	\$ 15,000	\$ 15,000	\$ -	\$ 15,000
Christmas Lights Competition	\$ 2,000	\$ 2,000	\$ -	\$ 2,000
Royal Flying Doctor Service - Gibb River Rd Challenge	\$ 5,000	\$ 5,000	\$ -	\$ 5,000
Community And Youth Training Services Inc.	\$ 43,800	\$ 43,800	\$ 10,950	\$ 32,850
David Wirrpanda Foundation	\$ 24,996	\$ 24,996	\$ -	\$ 24,996
Karratha Bikers Association	\$ 1,500	\$ 1,500	\$ 1,390	\$ 110
Karratha Community House Inc.	\$ 24,285	\$ 24,285	\$ 6,071	\$ 18,214
Karratha Falcons Football & Sporting Club Inc.	\$ 5,000	\$ 5,000	\$ -	\$ 5,000
Karratha Golf Club	\$ 5,000	\$ 5,000	\$ -	\$ 5,000
Local Information Network Karratha (Link)	\$ 5,280	\$ 5,280	\$ -	\$ 5,280
The Luke Adams Foundation	\$ 50,000	\$ 50,000	\$ 27,289	\$ 22,711
Pilbara Community Legal Services	\$ 50,000	\$ 50,000	\$ 12,500	\$ 37,500
Terre Rouge Ballet Inc.	\$ 5,000	\$ 5,000	\$ 1,250	\$ 3,750
Wickham Youth Group	\$ 25,500	\$ 25,500	\$ -	\$ 25,500
State Emergency Services	\$ 9,610	\$ 9,610	\$ 1,620	\$ 7,990
Yaandina Family Centre Inc.	\$ 50,000	\$ 50,000	\$ 12,500	\$ 37,500
Sundry Donations To Community Groups	\$ -	\$ -	\$ 5,876	-\$ 5,876
Fee Waiver	\$ -	\$ -	\$ 6,636	-\$ 6,636
	<b>1,444,971</b>	<b>1,444,971</b>	<b>267,469</b>	<b>1,965,509</b>

**13.4 MONTHLY BUILDING STATISTICS - OCTOBER 2013**

**File No:** GR.27

**Responsible Executive Officer:** Director Development Services

**Reporting Author:** Manager Regulatory Services

**Date of Report:** 4 November 2013

**Disclosure of Interest:** Nil

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Shire of Roebourne Monthly Building Approvals

October 2013

<b>BUILDING PERMITS</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>
Dwellings	16	8	6	2	12	92	88	21	67	20		
Alterations & Additions	1	2	3	0	4	4	3	5	3	1		
Swimming pools & Spa	8	2	7	5	8	6	1	6	7	3		
Outbuildings	37	30	35	14	23	38	45	44	17	32		
Group Development	3	1	1	1	1	2	2	1	5	0		
Number of Sole Occupancy Units - Group Development	13	23	10	8	8	32	24	8	50	0		
Commercial	9	8	5	9	5	5	8	10	9	8		
<b>Monthly Total</b>	<b>87</b>	<b>74</b>	<b>67</b>	<b>39</b>	<b>61</b>	<b>179</b>	<b>171</b>	<b>95</b>	<b>158</b>	<b>64</b>	<b>0</b>	<b>0</b>
Demolition Permits	1	5	13	1	3	2	1	0	0	3		
Building Approval Certificates	0	0	0	0	0	0	0	0	0	0		
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		
<b>Monthly Total</b>	<b>7</b>	<b>6</b>	<b>14</b>	<b>1</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>0</b>
<b>Total \$ Construction Value</b>	<b>\$44,375,192</b>	<b>\$23,774,432</b>	<b>\$17,866,845</b>	<b>\$16,885,383</b>	<b>\$27,868,983</b>	<b>\$70,899,842</b>	<b>\$87,711,260</b>	<b>\$28,249,968</b>	<b>\$68,744,289</b>	<b>\$20,838,631</b>		
<b>YTD Total Number Building Permits Issued</b>	<b>995</b>											
<b>YTD Total Number Demolition Permits Issued</b>	<b>29</b>											
<b>YTD Total Number Building Approval Certificates Issued</b>	<b>48</b>											
<b>YTD Construction Value</b>	<b>\$407,214,825</b>											

Shire of Roebourne Monthly Building Approvals

October 2013

	2012 Monthly Statistics Attached for Comparison											
<b>BUILDING PERMITS</b>	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
<b>Monthly Total</b>	<b>176</b>	<b>83</b>	<b>80</b>	<b>67</b>	<b>131</b>	<b>124</b>	<b>135</b>	<b>129</b>	<b>144</b>	<b>169</b>	<b>94</b>	<b>47</b>
Demolition Permits	1	1	1	4	8	7	9	5	0	0	2	1
<b>Building Approval Certificates</b>												
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
<b>Monthly Total</b>	<b>4</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>6</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>8</b>	<b>0</b>
Monthly \$ Construction Value	\$28.8m	\$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											

**13.5 PLANNING DECISIONS ISSUED 9 OCTOBER TO 6 NOVEMBER 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
P3351	APPROVED DELEGATE	JULIE ANNE & JONATHAN DEAN ROBINSON	FRATELLE GROUP ARCHITECTS	LOT 2586 AUGUSTUS DRIVE KIE	DEVELOPMENT	WAREHOUSE, LAYDOWN AREA, CARETAKER'S UNIT
P3387	APPROVED DELEGATE	RENEE HEATHER SANSOM	RENEE SAMSON	LOT 686 – STINGRAY STREET BAYNTON	DEVELOPMENT	HOME OCCUPATION – BEAUTY SALON
P3396	APPROVED DELEGATE	ROBE RIVER MINING CO PTY LTD & MITSUI IRON ORE DEVELOPMENT PTY LTD & NORTH MINING LTD & NIPPON STEEL AUSTRALIA PTY LTD & SUMITOMO METAL AUSTRALIA PTY LTD	RIO TINTO	LOT 780 CARSE STREET WICKHAM	DEVELOPMENT	CHILDREN'S PLAYGROUND
P3399	APPROVED DELEGATE	TUNSTEAD VENTURES PTY LTD	KARRATHA PANEL & PAINT	LOT 65 IRON WAY GAP RIDGE	DEVELOPMENT	WORKSHOP AND OFFICE
P3402	APPROVED DELEGATE	CHENIN GROVE PTY LTD	ALCOCK BROWN NEAVES GROUP	LOT 9 – 18 MANTA RAY LOOP NICKOL	DEVELOPMENT	DIRECTIONAL SIGNAGE ON SITE
P3403	APPROVED DELEGATE	CHENIN GROVE PTY LTD	ALCOCK BROWN NEAVES GROUP	LOT 52 – 1 BOWERBIRD DRIVE NICKOL	DEVELOPMENT	DIRECTIONAL SIGNAGE ON SITE
P3404	APPROVED DELEGATE	CHENIN GROVE PTY LTD	ALCOCK BROWN NEAVES GROUP	LOT 63 – 13 BOWERBIRD DRIVE NICKOL	DEVELOPMENT	DIRECTIONAL SIGNAGE ON SITE
P3405	APPROVED DELEGATE	ONEXTHREE PTY LTD	ONEXTHREE PTY LTD	LOT 71 PADBURY WAY BULGARRA	DEVELOPMENT	EIGHT MULTIPLE DWELLINGS

P3407	APPROVED DELEGATE	JASON ANDREW LEITCH & TARRA JADE DUFFY	JASON LEITCH	SL1- 4A GUNSBERG COURT PEGS CREEK	DEVELOPMENT	HOME OCCUPATION – BEAUTY SALON
P3412	APPROVED DELEGATE	OTAN KARRATHA PTY LTD	JORDAN ENNIS	LOT 9006 BUTCHERBI RD DRIVE NICKOL	DEVELOPMENT	TEMPORARY SIGNAGE [TWO]
P3414	APPROVED DELEGATE	STATE OF WA	IMAGE DIGITAL SOLUTIONS	LOT 4396 KARRATHA/ TOM PRICE ROAD KIE	DEVELOPMENT	V SIGN [ONE]

**13.6 MONTHLY RANGER STATISTICS**

**File No:** LE.245

**Responsible Executive Officer:** Director Development Services

**Reporting Author:** Manager Regulatory Services

**Date of Report:** 1 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	2	2	0	4
Abandoned vehicles	10	5	0	15
Animal (dogs/cats/etc)	29	11	14	54
Camping	0	0	0	0
Cyclone	0	0	0	0
Fire	2	0	0	2
Litter	1	12	4	17
Parking	4	3	0	7
Off Road Vehicles	0	1	2	3
<b>Total Action requests</b>	<b>48</b>	<b>34</b>	<b>20</b>	<b>102</b>

**Ranger recommendation of Three Dog Applications to be approved by Council, subject to conditions.**

Applicant	Address	Number of dogs	Ranger recommendation
<b>JENNI DYSON</b>	<b>24 Cormorant Link Nickol West</b>	<b>3</b>	<b>Supported</b>
<b>SASHA BALL</b>	<b>24 Broadhurst Road Pegs Creek</b>	<b>3</b>	<b>Supported</b>

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.

<b>CATEGORY</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>YTD</b>
<b>Inspections/reinspections/audits</b>													
Activities on Shire Properties	1	0	0	1	2	1	1	1	1	4			12
Abandoned vehicles	15	16	77	20	32	15	21	22	25	15			258
Animal (dogs/cats/etc)	86	91	95	72	94	92	102	89	50	54			824
Camping	3	5	3	22	13	5	8	4	6	0			69
Cyclone	6	8	0	0	0	0	0	0	0	0			14
Fire	3	2	2	1	0	0	5	8	4	2			27
Litter	10	22	20	12	21	12	16	12	18	17			159
Parking	12	17	12	37	15	13	20	22	18	7			173
Off Road Vehicles	3	2	2	1	1	1	1	7	3	3			23
<b>Monthly total</b>	<b>139</b>	<b>163</b>	<b>211</b>	<b>166</b>	<b>178</b>	<b>139</b>	<b>174</b>	<b>165</b>	<b>125</b>	<b>102</b>	<b>0</b>	<b>0</b>	<b>1559</b>
<b>Infringements issued</b>													
Bushfire add as needed	7	0	0	1	1	0	1	3	1	0			14
Activities on Shire Properties	0	0	0	0	0	0	0	1	0	0			1
Animal (dogs/cats/etc)	13	5	5	6	8	3	8	3	8	5			64
Camping	5	1	0	16	17	2	0	0	2	0			43
Litter	2	2	4	4	0	0	2	2	1	4			21
Parking	6	8	4	19	14	3	5	6	7	8			80
<b>Monthly total</b>	<b>33</b>	<b>16</b>	<b>13</b>	<b>46</b>	<b>40</b>	<b>8</b>	<b>16</b>	<b>15</b>	<b>19</b>	<b>17</b>	<b>0</b>	<b>0</b>	<b>223</b>
<b>Impounded dogs</b>													
CENTRAL	15	13	10	8	24	11	14	20	10	23			148
EAST	3	10	5	3	18	7	12	6	0	6			70
WEST	17	14	11	17	13	10	18	11	11	6			128
RELEASED TO OWNER	16	20	15	22	29	13	24	20	10	4			173
REHOMED TO SAFE	7	6	6	3	11	6	15	10	7	2			73
EUTHED BY RANGERS	2	6	3	0	7	4	4	1	0	0			27
EUTHED BY VET	0	1	0	1	2	1	0	1	0	0			6
<b>Monthly total</b>	<b>60</b>	<b>70</b>	<b>50</b>	<b>54</b>	<b>104</b>	<b>52</b>	<b>87</b>	<b>69</b>	<b>38</b>	<b>41</b>	<b>0</b>	<b>0</b>	<b>625</b>

**13.7 MONTHLY HEALTH STATISTICS – OCTOBER 2013**

**File No:** LE.288

**Responsible Executive Officer:** Director Development Services

**Reporting Author:** Manager Regulatory Services

**Date of Report:** 1 November 2013

**Disclosure of Interest:** Nil

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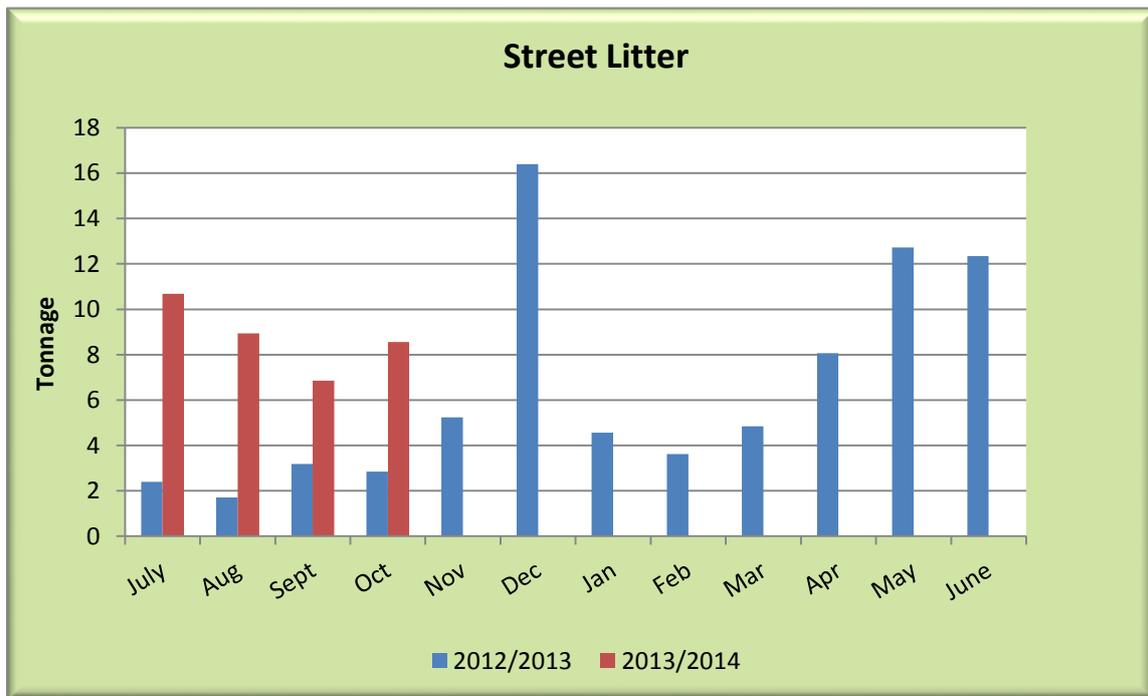
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
<b>Inspections/reinspections/audits</b>													
Food premises inspection/reinspection	24	7	1	36	0	0	0	8	9	12			97
Lodging house inspection	0	0	0	1	0	0	34	6	0	0			41
Camping/caravan park inspection	0	0	0	0	0	0	7	0	0	0			7
Public building inspection	0	0	0	0	0	0	0	0	0	0			0
Swimming pool audit	0	0	0	0	0	0	0	0	0	28			28
Hairdressers inspection	0	0	0	0	0	0	0	1	1	0			2
Beauty therapy/skin penetration inspection	0	0	0	0	0	0	0	1	0	2			3
Septic tank inspections													0
Closed premises	3	0	0	0	7	0	0	3	8	0			21
<b>Monthly total</b>	<b>27</b>	<b>7</b>	<b>1</b>	<b>37</b>	<b>7</b>	<b>0</b>	<b>41</b>	<b>19</b>	<b>18</b>	<b>42</b>	<b>0</b>	<b>0</b>	<b>199</b>
<b>Health nuisances/complaints investigated</b>													
Air Pollution	0	1	3	1	0	0	1	0	0	1			7
Building & Accommodation	1	1	3	3	4	3	2	0	2	1			20
Effluent & Water Pollution	0	0	0	0	0	0	0	0	0	0			0
Food Safety	5	7	9	13	5	2	1	0	0	1			43
Noise Pollution	4	2	2	6	5	6	2	2	3	3			35
Nuisance	0	1	1	1	4	1	2	1	9	6			26
Pest Control	8	3	4	4	4	3	0	0	1	1			28
Refuse & Litter	1	1	1	0	1	2	0	0	2	1			9
Skin Penetration	0	0	0	0	1	1	0	0	0	0			2
Stallholders & Traders	0	0	0	0	0	0	3	2	0	1			6
Other	5	14	17	15	4	11	0	0	0	0			66
<b>Monthly total</b>	<b>24</b>	<b>30</b>	<b>40</b>	<b>43</b>	<b>28</b>	<b>29</b>	<b>11</b>	<b>5</b>	<b>17</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>242</b>
<b>Notifiable infectious diseases</b>													
Ross River Virus (RRV)	0	0	0	2	2	0	0	0	0	0			4
Barmah Forest Virus (BHV)	0	0	5	2	2	0	0	0	0	3			12
Salmonellosis	0	0	0	3	0	0	0	0	0	0			3
Cryptosporidiosis	0	0	0	3	0	0	0	0	0	0			3
Positive isolates													0
<b>Monthly total</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>10</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>22</b>
<b>Other health</b>													
Assess development applications	3	9	5	7	7	10	11	3	0	2			57
Assess building applications	1	1	1	0	0	0	0	0	0	0			3
Respond to swimming pool positive detections	0	0	0	2	0	0	0	2	3	0			7
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			22
<b>Monthly total</b>	<b>6</b>	<b>13</b>	<b>8</b>	<b>12</b>	<b>10</b>	<b>12</b>	<b>14</b>	<b>8</b>	<b>5</b>	<b>4</b>	<b>1</b>	<b>0</b>	<b>93</b>

**13.8 WASTE SERVICES DATA**

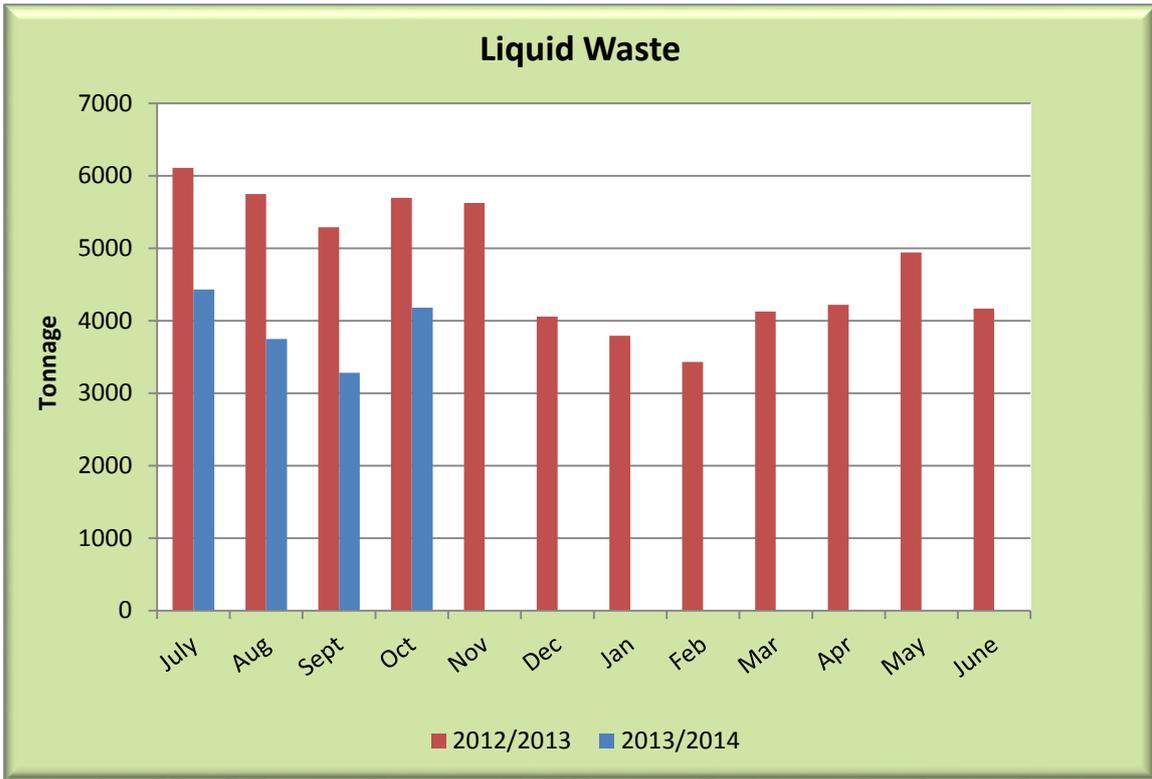
**File No:** WM.2  
**Responsible Executive Officer:** Director Strategic Projects & Infrastructure  
**Reporting Author:** Waste Services Office Supervisor  
**Date of Report:** 1 November 2013  
**Disclosure of Interest:** Nil  
**Attachment(s)** Nil

**PURPOSE**

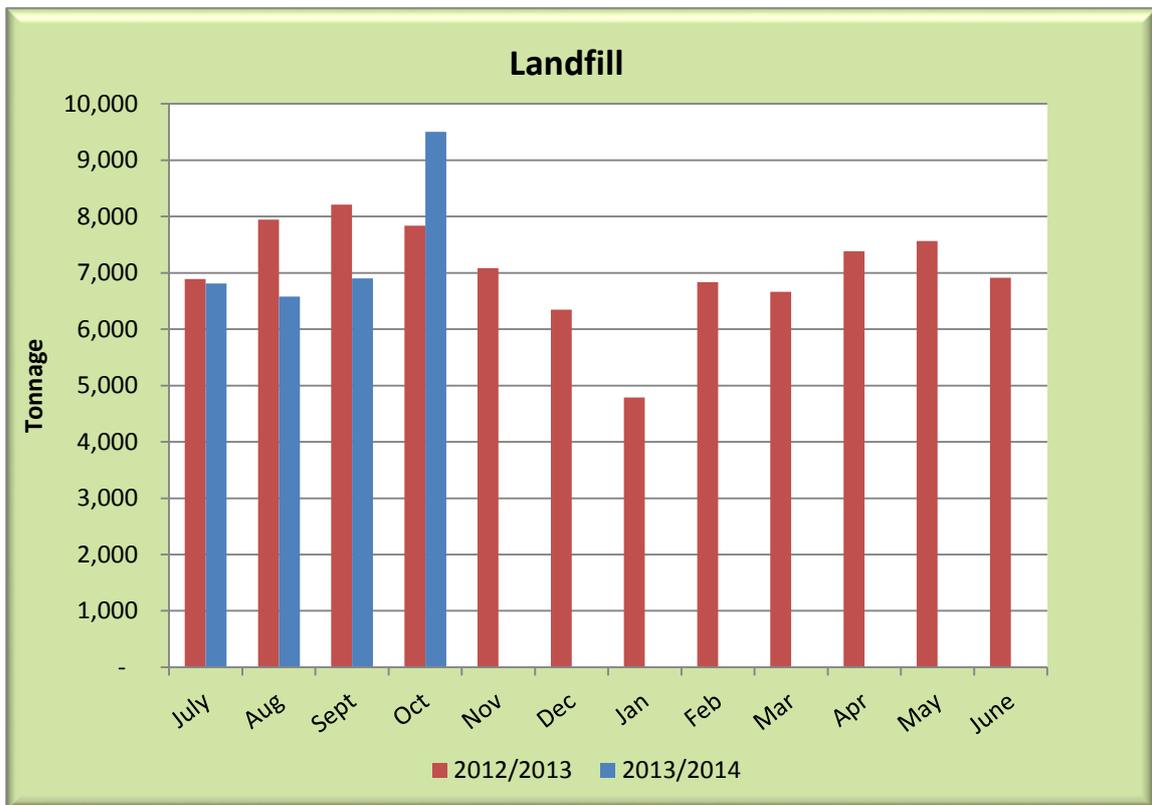
To provide an illustration of Waste Services data collected for the current month, including a comparison with the 2012/13 financial year data.



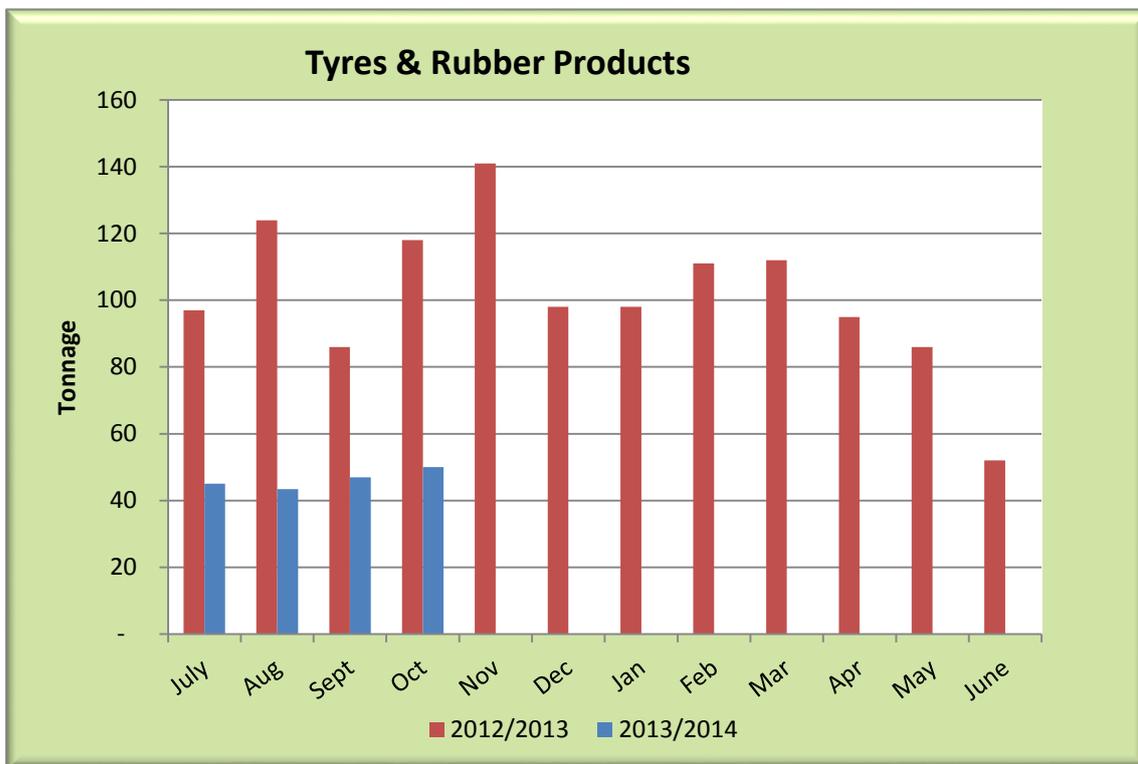
Street Litter collected from Karratha, Dampier, Roebourne, Wickham, Cossack and Point Samson and delivered to the 7 Mile Waste Facility



Liquid Waste delivered to the 7 Mile Waste Facility



Total waste, excluding liquid waste and clean fill, delivered to the 7 Mile Waste Facility. Significant increase of Contaminated Soil volumes received for the month of October.



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.

### 13.9 FUTURECLUBS PROGRAM

<b>File No:</b>	<b>RC.91</b>
<b>Responsible Executive Officer:</b>	<b>Director Community Services</b>
<b>Reporting Author:</b>	<b>Club Development Officer</b>
<b>Date of Report:</b>	<b>1 November 2013</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>1. Incentive Scheme Brief</b> <b>2. Futureclubs Survey Results</b>

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#### **PURPOSE**

To inform Council of the FUTURECLUBS Incentive Scheme and results of the Community Sport Survey 2013.

#### **BACKGROUND**

Administered by the Club Development Officer (CDO), FUTURECLUBS is the Club Development Program for the Shire of Roebourne. This program aims to assist sport and recreation clubs and associations throughout the Shire with their continued development and growth.

##### *FUTURECLUBS Incentive Scheme*

A portion of FUTURECLUBS is to involve an incentive based scheme where clubs that meet set criteria surrounding club governance, management and administration can receive tangible and intangible benefits. One such benefit is the club gaining recognition as a 'Future Club', where a certificate and information page will be awarded to the club for use with sponsorship proposals and funding applications. The aim is to give businesses and funding bodies extra incentive to consider a clubs application for support. The CDO will assess a clubs current position against predetermined criteria and approve or make recommendations/provide assistance as required. Please refer to attached Incentive Scheme Brief for more information.

##### *Community Sport Feedback 2013*

A Community Sport Survey was conducted by the FUTURECLUBS program between 24 July and 3 September 2013 and distributed to 274 contacts from local sport clubs and associations known to the Club Development Officer. Brief details on results are attached.

Feedback relating to the Incentive Scheme found that the majority of respondents would prefer a monetary contribution for their club/association to put towards facilitating coaching and/or officiating courses for members, as recognition for participating in the FUTURECLUBS Incentive Scheme.

#### **CONCLUSION**

Officers propose to inform and educate local businesses of the scheme so they understand the value that a FUTURECLUBS certificate holds when presented by a sporting group seeking sponsorship.

**14 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil.

**15 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil.



## **16 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**

### **16.1 LATE ITEM - NOVEMBER 2013 BUDGET REVIEW**

<b>File No:</b>	<b>FM.19</b>
<b>Responsible Executive Officer:</b>	<b>Director Corporate Services</b>
<b>Reporting Author:</b>	<b>Management Accountant</b>
<b>Date of Report:</b>	<b>15 November 2013</b>
<b>Applicant/Proponent:</b>	<b>Not applicable</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachment(s)</b>	<b>1. Detailed Budget Review Amendments by Account</b> <b>2. Budget Amendments to 30 September 2013</b>

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#### **PURPOSE**

To consider the review of the 2013/14 budget including those accounts that are expected to have material or confirmed variances compared to the original or current budget and require budget amendment.

#### **BACKGROUND**

Council staff undertake a mandatory review of the budget progress in March each year in accordance with Regulation 33A of the *Local Government (Financial Management) Regulations 1996*. Council elects to undertake two Budget Reviews, with the first review conducted based on 30 September 2013 actuals.

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

As part of the first review Council considers adjustments from the budgeted brought forward position to the audited carry forward position which for the 2012/13 financial year was a surplus of \$1,136,042 against the budgeted surplus of \$653,781.

The following table is a summary of the overall adjustments required to the budget as a result of the Budget Review and Ordinary Council Meetings for 2013/14:

	Original Budget	Current Budget	Proposed Amended Budget	Budget Movement
Operating Expense	(75,785,178)	(75,651,031)	(76,548,980)	(897,949)
Operating Revenue	105,366,343	105,352,172	112,139,207	6,787,035
Non Operating Expense	(51,031,459)	(51,031,459)	(61,368,817)	(10,337,358)
Non Operating Revenue	12,643,124	12,391,474	15,642,178	3,250,704
Non Cash Items Included	8,153,389	8,153,389	9,000,370	846,981
Surplus BFWD 12/13 Audited	653,781	653,781	1,136,042	482,261
<b>Surplus/ (Deficit) 13/14</b>	<b>0</b>	<b>(131,674)</b>	<b>0</b>	<b>131,674</b>

The net proposed position after this review is that there will be a balanced budget as at 30/06/2014.

#### **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 Council's ability to perform its role.

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

Executives and Management have been involved in regular reviews of their operational and departmental budgets both as part of the Budget Review process and ongoing Financial Management and Variance reporting to Council. Councillors were consulted through the Agenda Briefing Session.

#### **COMMUNITY CONSULTATION**

Consideration has been given to items of priority identified in Shire of Roebourne Community Needs and Satisfaction Survey.

#### **STATUTORY IMPLICATIONS**

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

Section 6.8 *Local Government Act 1995* provides that changes to budget need to be authorised in advance by Council resolution.

#### **POLICY IMPLICATIONS**

Council's Budget Review Policy (CF-16) requires that budget reviews are to be completed in November and March of each financial year.

#### **FINANCIAL IMPLICATIONS**

The report considers the financial position of the Council to the end of September 2013 and makes various amendments as determined by management to ensure the budget represents the most current reflection of Council's activities for the remainder of the 2013-14 financial year.

The financial implications of this report are that the current amended balanced budget will be replaced with a proposed new amended balanced budget. A summary of the major changes by Department is as follows:

Department Description	Current Budget	Proposed Budget	Corrections/ Reallocations	Adj. to Budget	Commentary
Building Services	(85,028)	10,188	4,502	90,714	Reduction to Building Licence Fee income in line with recent trends (\$240K), offset by identified savings in employment costs (\$113K) and private certifier expenses (\$15K)
Community Safety	341,176	129,899	(80,492)	(130,785)	Additional funding from NW Venture (\$50K), identified savings in purchase of LED variable message sign until best position determined (\$60K), identified savings in Rapid Graffiti Removal project (\$35k)
Community Services	6,588,980	6,095,478	(222,968)	(270,534)	Additional Income for NAIDOC 2013 (\$79K) and Twilight Tunes (\$25K), identified savings in employment costs (\$86K), Increase in contribution income from RDA (\$50K), savings on purchase of replacement vehicle no longer required (\$41K), identified savings in employment costs for Karratha library (\$34K), purchase of ute for Library Coordinator (\$28K) and amendments to budget to bring into line with approved Community Sponsorship Scheme and inclusion of Fee Waiver allocation (\$20K).
Corporate Compliance	1,939,751	1,443,899	(332,430)	(163,422)	Identified savings to records Management Project as per records team assessments (\$170K)

Department Description	Current Budget	Proposed Budget	Corrections/ Reallocations	Adj. to Budget	Commentary
Corporate Services	(35,226,043)	(35,094,347)	221,764	(90,068)	Increases to Late Payment Penalty Interest and Rates installment charges in line with actual interim rate billing and usage (\$116K), income related to insurance Reimbursement for repair of lighting on Roebourne Oval (\$98K), increase to expenditure on New Civic Centre (\$50K), reduction to Financial Assistance Grant based on confirmed funding schedule received for current financial year (\$45K), savings on Road Data Collection (\$40K) and increase for valuation expense (\$30K)
Economic Development	894,716	906,491	0	11,775	Increase in expenditure for Economic Development Prospectus Project (\$44K) offset by reductions in expenditure in City Status Project (\$20K).
Emergency Management	613,530	400,846	0	(212,684)	Overall budget for Wickham/Roebourne SES has been reduced in line with actual budget provided, funding budget has also now been amended to allow for loan to DFES from Infrastructure reserve rather than as grant allocation from DFES.
Exec Services	1,950,317	1,941,309	(108,177)	99,169	Increase to expenditure for Cossack Restoration Works (\$172K), identified savings in employment costs (\$27K), identified savings due to duplicated Councillor payments (\$30K).
Health Services	992,092	1,013,266	11,150	10,024	Increase of Purchased of ute for Environmental Health position (\$26K) and identified savings in employment costs due to year to date vacancy (\$13K).
Human Resources	2,482,172	2,651,735	358,374	(188,811)	Identified savings due to leased properties handed back on finalisation of leases (\$170K), recognition of expenses in relation to staff Leisureplex membership provision from EA (\$99K), identified savings in staff training costs (\$95K) and employment costs due to staff vacancies of OSH & HR Officer (\$36K).

Department Description	Current Budget	Proposed Budget	Corrections/ Reallocations	Adj. to Budget	Commentary
Leisure Services	2,324,800	2,233,832	118,637	(209,605)	Reduced event expenses (\$119K), increases to lease income for Childcare Centres due to not previously having been budgeted (\$58K), additional funding from Lotterywest for the Tracks and Trails MasterPlan offset by increased related consultant costs (\$55K), reductions to income and associated increases in income due to café now being operated by ONYX (\$52K), increase in employment cost allocation in line with increased use of casual staff (\$43K) and increase in income in line with finalised funding agreements (\$36K)
Plant And Depot Service	2,215,629	670,522	(1,532,148)	(12,959)	Purchase of ute for Depot Coordinator with current depot ute to be allocated to new Fleet & Plant Coordinator position (\$32K) offset by proceeds from sale of Sweeper due to sweeping going out to contract (\$30K) and savings on parts for plant repairs (\$15K).
Public Affairs	360,190	407,072	612	46,270	Increases in expenses for the Perth Royal Show (\$78K) offset by identified savings in employment costs (\$15K) and office expenses (\$13K).
Ranger Services	986,434	974,284	41,758	(53,908)	Identified savings in employment costs (\$19K) as well as additional income for items such as an increase in dog registration income and Cat Implementation grant, reduction in Camping Fee income based on lower than anticipated income at end of previous camping season (\$4K)
Recreation Facilities	6,878,760	7,570,311	21,530	670,021	Increase in electricity expenses for Leisureplex (\$450K) as per actual bills received, original budget based on adopted MasterPlan, increase in employment costs (\$301K) due to higher level of service being provided than included in adopted MasterPlan, various reductions relating to the Cossack Kiosk which is no longer operated by the Shire (\$62K) and savings identified for capital expenditure for Roebourne Aquatic Centre (\$38K).

Department Description	Current Budget	Proposed Budget	Corrections/ Reallocations	Adj. to Budget	Commentary
Statutory Planning	1,258,223	1,385,041	(80,000)	206,818	Reduction in income from Town Planning Fees in line with actual requests received (\$314K) and identified savings in Land Valuation expenses (\$50K).
Strategic Planning	319,025	395,827	(16,842)	93,644	Increase in employment expenses budget (\$120K) due to unbudgeted position.
Strategic Projects	(23,700)	255,335	309,878	(30,843)	Identified savings in employment costs due to year to date vacancies.
Works	15,678,484	15,915,982	(211,065)	448,563	Savings in relation to No. 1 Bulgarra Waste Water Treatment Plant as WaterCorp have now taken on responsibility (\$195K) and additional savings in Effluent Upgrades as WaterCorp are now leading the project (\$200K), various adjustments to budgets for Park & Garden based on maintenance requirements year to date (\$211K) and Coolawanya & Mooligunn Rd Reseals amalgamated to next financial year (\$200K)

A summary of the major changes by Income/Expenditure type is highlighted below:

	<b>Current Budget</b>	<b>Proposed Budget</b>	<b>Adj. to Budget</b>	<b>Commentary</b>
Electricity	2,621,286	2,901,961	280,675	Leisureplex increase (\$450K), Airport savings (-\$191K)
Advertising	376,500	325,492	(51,008)	Community Services savings (-\$40K)
Conferences	147,483	162,163	14,680	Rio Partnership increase (\$20K)
Training	600,600	518,100	(82,500)	Training savings
Legal Advice	311,202	289,422	(21,780)	Airport savings
Contractors	36,377,947	37,768,634	(1,640,666)	Various savings
Insurance	1,383,769	1,549,690	165,921	Increase in premium
Employee Costs	31,677,874	31,535,269	(142,605)	Identified savings
Proceeds on Sale	(251,650)	(307,746)	(56,096)	Additional sales
Grants & Contributions	(16,184,737)	(23,583,635)	(7,398,898)	Various increases (incl. funds to be transferred to reserves)
Fees & Charges	(46,237,431)	(43,036,607)	2,070,824	Decreased fee income from Waste & Airport
Interest	(2,050,282)	(2,281,433)	(231,151)	Reserve interest increase
Capital Purchases	28,702,788	26,172,407	(2,530,381)	Various amendments to capital projects (incl. \$1m of reallocations)
Reserve Transfers	9,937,197	18,022,381	8,085,184	Airport & Waste (reserve backed) programs

The amended budget includes the following new initiatives:

PROJECT TITLE	PROJECT DESCRIPTION	Total Costs 13/14 \$	Municipal Funds	External Funding	Reserve Funds
Waste Water Carting Truck	Purchase of used Waste Water Carting Truck	\$ 30,000	\$ -	\$ -	\$ 30,000
Valuation	Valuation of Land & Buildings for Fair Value	\$ 30,000	\$ 30,000	\$ -	\$ -
Youth Shed	Storage Shed	\$ 50,000	\$ 50,000	\$ -	\$ -
Bus Shelters (Dampier)	Installation of 3 new bus shelters in Dampier	\$ 100,000	\$ 100,000	\$ -	\$ -
Road Reseal - Priority 1	Including Cowrie Court, Andover Way, Kestrall Way, Hancock Way, Walcott Way, Harding Way, Dolphin Way	\$ 546,745	\$ 546,745		
Youth Shed	Partitioning	\$ 100,000	\$ 46,197	\$ -	\$ 53,803
Youth Services	1 FTE plus programs \$150,000 as per October OCM report	\$ 150,000	\$ 36,000	\$ 114,000	\$ -
Road Reseal - Priority 2	Including Finnerty Street, Richardson Way, Withnell Way, Wellard Way, Samson Street, Lockyer St, Turner St	\$ 608,909	\$ 608,909		
Baynton West Footpaths	Construct footpaths in areas where Australia Post is refusing to deliver.	\$ 360,000	\$ -	\$ 180,000	\$ 180,000
<b>Totals</b>		<b>\$ 1,975,654</b>	<b>\$ 1,417,851</b>	<b>\$ 294,000</b>	<b>\$ 263,803</b>

The proposed position is as follows:

Budget Position Calculations	
Budgeted Surplus BFWD	653,781
Audited Surplus BFWD	1,136,042
Current Budget Position	(131,674)
Surplus prior to Qtr 1 Review	350,587
Qtr 1 Review Amendments	
Capital Budget Deficit	(7,086,654)
Operating Budget Surplus	5,889,086
Non Cash Adjustment	(846,981)
<b>Surplus after Qtr 1 Review</b>	<b>0</b>

**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. Any perceived extraordinary variances 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**

Council conducted two budget reviews into the 2012/13 financial year and has continued the practice of two reviews in the 2013/14 year.

**VOTING REQUIREMENTS**

Absolute Majority

**OPTIONS**Option 1

As per the Officer's recommendation.

Option 2

That Council by Absolute Majority pursuant to Section 6.8 of the *Local Government Act 1995* and Regulation 33A of the *Local Government (Financial Administration) Regulations 1996*, RESOLVES to:

3. ADOPT the Proposed 2013/14 Budget Amendments presented in the Budget Review;  
and
4. AMEND the following changes:
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_

**CONCLUSION**

Council's entire budget has been reviewed by Council's management team with each department manager explaining the current status of their respective budget. Through this process budget modifications have been recommended to reflect the most likely financial outcomes. The net proposed position after this review and allowing for new initiatives is that there will be a balanced budget as at 30/06/2014.

**OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION**

Res No : 152692  
 MOVED : Cr Smeathers  
 SECONDED : Cr Kickett

**That Council by Absolute Majority pursuant to Section 6.8 of the *Local Government Act 1995* and Regulation 33A of the *Local Government (Financial Administration) Regulations 1996* RESOLVES to:**

1. **NOTE** the unallocated funds of \$1,417,851 identified within the November Budget Review;
2. **ADOPT** the 2013 November Budget Review (as detailed in the attached List of Amendments by Account) which result in a balanced Budget Review position, incorporating the allocation of \$1,417,851 in accordance with the following New Initiatives list:

PROJECT TITLE	PROJECT DESCRIPTION	Total Costs 13/14 \$	Municipal Funds	External Funding	Reserve Funds
Waste Water Carting Truck	Purchase of used Waste Water Carting Truck	\$ 30,000	\$ -	\$ -	\$ 30,000
Valuation	Valuation of Land & Buildings for Fair Value	\$ 30,000	\$ 30,000	\$ -	\$ -
Youth Shed	Storage Shed	\$ 50,000	\$ 50,000	\$ -	\$ -
Bus Shelters (Dampier)	Installation of 3 new bus shelters in Dampier	\$ 100,000	\$ 100,000	\$ -	\$ -
Road Reseal - Priority 1	Including Cowrie Court, Andover Way, Kestrall Way, Hancock Way, Walcott Way, Harding Way, Dolphin Way	\$ 546,745	\$ 546,745		
Youth Shed	Partitioning	\$ 100,000	\$ 46,197	\$ -	\$ 53,803
Youth Services	1 FTE plus programs \$150,000 as per October OCM report	\$ 150,000	\$ 36,000	\$ 114,000	\$ -
Road Reseal - Priority 2	Including Finnerty Street, Richardson Way, Withnell Way, Wellard Way, Samson Street, Lockyer St, Turner St	\$ 608,909	\$ 608,909		
Baynton West Footpaths	Construct footpaths in areas where Australia Post is refusing to deliver.	\$ 360,000	\$ -	\$ 180,000	\$ 180,000
<b>Totals</b>		<b>\$ 1,975,654</b>	<b>\$ 1,417,851</b>	<b>\$ 294,000</b>	<b>\$ 263,803</b>

**CARRIED**

FOR : Cr Long, Cr Lally, Cr Miller, Cr Harris, Cr Kickett, Cr Smeathers, Cr Vandenberg, Cr White-Hartig  
 AGAINST : Nil

## **17 MATTERS BEHIND CLOSED DOORS**

Nil.

**CONFIDENTIAL ATTACHMENT TO ITEM 9.7 TENDER 12-13/14 – PURCHASE OF STAFF HOUSING**

**CONFIDENTIAL ATTACHMENT TO ITEM 12.4 DAMPIER COMMUNITY HUB CONCEPT PLAN – DETAILED PROJECT BUDGET**

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

The meeting closed at 7.50 pm.

The date of the next meeting is to be held on Monday, 16 December 2013 at 6:30pm at Council Chambers - Welcome Road, Karratha.

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I, Cr Peter Long, Shire President of the Shire of Roebourne, hereby declare on behalf of the Councillors of the Shire of Roebourne that the enclosed Minutes are a true and accurate record of the Ordinary Council Meeting held on Monday 18 November 2013.

..... Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
Signed