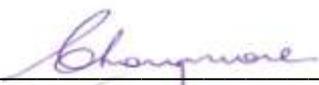




## ORDINARY COUNCIL MEETING

# ***AGENDA***

**NOTICE IS HEREBY GIVEN that an  
Ordinary Meeting of Council will be held  
in the Council Chambers, Welcome Road, Karratha,  
on 15 November 2010 at 6.30pm**

  
\_\_\_\_\_  
**Collene Longmore  
CHIEF EXECUTIVE OFFICER**



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

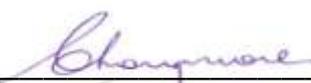
Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee Meeting does so at that persons or legal entity's own risk.

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

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

**WRITTEN CONFIRMATION**

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

Signed:   
**Ms C Longmore –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 s.5.69(3) of the Local Government Act, with or without conditions.

### **INTERESTS AFFECTING IMPARTIALITY**

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

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

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

### **IMPACT OF AN IMPARTIALITY CLOSURE**

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

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

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# **AGENDA**

## **1 OFFICIAL OPENING**

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

## **2 PUBLIC QUESTION TIME**

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

Councillors: Cr Nicole Lockwood [President]  
Cr John Lally [Deputy President]  
Cr Garry Bailey  
Cr Fay Cechner  
Cr Harry Hipworth  
Cr Ben Lewis  
Cr Joanne Pritchard  
Cr Evette Smeathers  
Cr Fiona White-Hartig

Staff: Collene Longmore Chief Executive Officer  
Simon Kot Director Strategic Projects  
David Pentz Director Development & Regulatory Services  
Troy Davis Director Infrastructure Services  
Andrew Ward Director Community and Corporate Services  
Ray McDermott Executive Manager Corporate Services  
Chloe Berkrey Minute Secretary

Apologies:

Absent:

Leave of Absence: Cr Sharon Vertigan

Members of Public:

Members of Media:

## **4 DECLARATIONS OF INTEREST**

## **5 PETITIONS/DEPUTATIONS/PRESENTATIONS**

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

**RECOMMENDATION**

That the Minutes of the Ordinary Meeting of Council held on 18 October 2010, be confirmed as a true and correct record of proceedings.

**7 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION**

- 01/10/10 Nicole Lockwood, Pilbara Regional Council Meeting Tom Price
- 05/10/10 Nicole Lockwood, meeting with Janette Tuttle
- 05/10/10 Nicole Lockwood, meeting with Woodside
- 05/10/10 Nicole Lockwood meeting with Kerrie Chapman, Water Corporation
- 07/10/10 Nicole Lockwood Pilbara Underground Power Commencement Ceremony
- 08/10/10 Nicole Lockwood Karratha City of the North Steering Committee meeting
- 09/10/10 Nicole Lockwood KDCCI Business Excellence Awards 2010
- 11/10/10 Nicole Lockwood Telstra Business Woman Workshop, Perth
- 12/10/10 Nicole Lockwood Telstra Business Woman Lunch, Perth
- 13/10/10 Nicole Lockwood Urbis Client Show, Perth
- 14/10/10 Nicole Lockwood PDC Board Meeting
- 15/10/10 Nicole Lockwood Productivity and Prosperity Advisory Panel, Sydney
- 23/10/10 Nicole Lockwood meeting with Robert Toland
- 23/10/10 Nicole Lockwood PDC Dinner with Members of Cabinet
- 24/10/10 Nicole Lockwood NASH Launch
- 24/10/10 Nicole Lockwood meeting with Roy Krowsynski
- 24/10/10 Nicole Lockwood, Collene Longmore Karratha Community Celebration
- 24/10/10 Nicole Lockwood, Ministers Dinner
- 25/10/10 Nicole Lockwood Opening of Tambrey Early Learning Centre
- 25/10/10 Nicole Lockwood CEDA Lunch
- 25/10/10 Nicole Lockwood Regional Cabinet Bus Tour
- 25/10/10 Nicole Lockwood meeting with Premier Colin Barnett, Minister Moore and Minister Grylls
- 25/10/10 Nicole Lockwood Community Reception with State Cabinet Ministers
- 26/10/10 Nicole Lockwood meeting with Dr Jim Limerick, Perth
- 26/10/10 Nicole Lockwood WAPC Meeting, Perth
- 27/10/10 Nicole Lockwood meeting with Greg Grabasch and Josh Byrne, Perth
- 27/10/10 Nicole Lockwood meeting with Tammie Webb, Perth
- 27/10/10 Nicole Lockwood WEPC Cocktail Reception, Perth
- 28/10/10 Nicole Lockwood WEPC Conference, Perth
- 29/10/10 Nicole Lockwood Pilbara to Parliament Workshop, Perth

**8 COUNCILLORS' REPORTS**

**8.1 CONFIDENTIAL REPORT – CHIEF EXECUTIVE OFFICER RENUMERATION REVIEW**

**File No:**

**Attachment(s)** Nil

**Responsible Officer:** Shire President

**Author Name:** Shire President

**Disclosure of Interest:** Nil

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**Confidential report to be tabled under a separate cover.**



**9 CHIEF EXECUTIVE OFFICER & EXECUTIVE SERVICES**

9.1 Nil



## **10 FINANCIAL SERVICES**

### **10.1 LIST OF ACCOUNTS NOVEMBER 2010**

<b>File No:</b>	<b>NOV10</b>
<b>Attachment(s)</b>	<b>Nil</b>
<b>Responsible Officer:</b>	<b>Executive Manager Corporate Services</b>
<b>Author Name:</b>	<b>Creditors Officer</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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#### **REPORT 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 electronic lodgement.

#### **Issues**

None.

#### **Options**

Council has the following options available:

1. To adopt the report as is
2. To adopt the report with amendments
3. Not to adopt the report

#### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

#### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

#### **Financial Implications**

There are no financial implications from this report.

#### **Conclusion**

None.

#### **Voting Requirements**

Simple.

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#### **RECOMMENDATION**

That Voucher numbers 73035 (Cancelled), 73221 - 73328, EFT8194 – EFT8550, Trust Cheques 10 (Cancelled), 24 - 35 inclusive, Direct Debits 12648.1 & 12649.1 and payroll cheques, totalling \$7,638 515.27 submitted and checked with vouchers, be accepted.

Chq/EFT	Date	Name	Description	Amount
10	23/08/2010	Bruce Granger	Cancelled Cheque	-5,103.60
24	26/10/2010	Shire Of Roebourne	Refund to SOR For Hire Bond	330.00
25	26/10/2010	Wong Goo Tt Oo Group	Refund of Bond - Roebourne Community Hall Hire	250.00
26	26/10/2010	Blades Netball Club	Refund of Bond - Millars Well Pavilion Hire	250.00
27	26/10/2010	Kirsty Dennison	Hire Bond Refund	420.00
28	26/10/2010	Bruce Granger	Refund of Performance Guarantee Planning Approval 1725 - Lot 10 Petrel Corner	5,103.60
29	26/10/2010	Matt Herbert	Cash Bond Refund - PA2112 Lot 2867 Cowle Road	30,898.77
30	26/10/2010	Karratha Storm Junior Rugby League	Refund of Bond - Sports Trailer Hire	200.00
31	26/10/2010	Karratha Softball Association	Refund of Bond - East & West Bulgarra Oval & Hunt Way Kiosk	750.00
32	26/10/2010	Greg King	Refund of Cap Trap Deposit	30.00
33	26/10/2010	Karratha Police Social Club	Refund of Bond - Karratha Golf Course Hire	500.00
34	26/10/2010	Craig Lynch	Refund of Bond - Millars Well Pavilion Hire	500.00
35	26/10/2010	Doyen Radcliffe	Refund of Bond - Roebourne Community Hall Hire	150.00
EFT8194	04/10/2010	Australian Taxation Office	Payroll Deductions	153,481.46
EFT8195	04/10/2010	Child Support Agency	Payroll Deductions	657.98
EFT8196	05/10/2010	Amnet It Services	Email Broadband 09/10/10 - 09/01/11	435.00
EFT8197	05/10/2010	British American Tobacco Australia Ltd	TTI - Cigarettes	2,486.26
EFT8198	05/10/2010	Commander Australia Limited	Service Assurance BCM 21/09/10 - 20/10/10	158.00
EFT8199	05/10/2010	WALGA (Marketforce)	Councillors Local Government Convention, Advertising	7,573.41
EFT8200	05/10/2010	Seek Limited	Seek Job Ad Pack	3,113.00
EFT8201	05/10/2010	Woolworths (WA) Ltd	Cossack - Kiosk Stock, KAC Batteries & Torches, Dog Food	312.35
EFT8202	05/10/2010	Beverley White	Catering	460.00
EFT8203	06/10/2010	Griffin Civil	Karratha Airport Car Park Expansion - Payment Claim	1,190,010.32
EFT8204	06/10/2010	Lorraine Ellis Retirement Fund	Superannuation Contributions	296.68
EFT8205	06/10/2010	All Seasons Karratha	R Waddell Accommodation 13/09 - 15/09/2010	724.14
EFT8206	06/10/2010	D. Burleigh	Reimbursement	159.95
EFT8207	06/10/2010	Karratha First National Real Estate	Shire Housing Water Consumption, Rental Adjustment	105.13
EFT8208	06/10/2010	Bullivants	Kit For Quick Coupling	8.81
EFT8209	06/10/2010	Corporate Express Australia Limited	Office Chairs, Stationery	2,973.87
EFT8210	06/10/2010	Carr Civil Contracting Pty Ltd	7 Mile Tip - Earthworks For New Evaporation Pond	56,514.00
EFT8211	06/10/2010	Transpacific Cleanaway	KTA Airport Bin Service - Workshop August 2010	290.00
EFT8212	06/10/2010	Chandler Macleod	Waste Management Labour Hire	3,208.48
EFT8213	06/10/2010	Drake Australia Pty Ltd	Admin Office & TTI Temp Staff	17,880.41
EFT8214	06/10/2010	Davis Langdon Australia Pty Ltd	Progress Claims - Karratha Youth Centre, Transportable Housing, Admin Office Expansion	28,578.00
EFT8215	06/10/2010	Educational Experience Pty Limited	KEC Materials	161.15

EFT8216	06/10/2010	Godfrey's Fitting Service	Pressure Protection Valve ABC118181	49.06
EFT8217	06/10/2010	GHD Pty Ltd	Bulgarrá Oval Progress Claim #3	8,256.60
EFT8218	06/10/2010	Geraldton Building Services & Cabinets	Refund Retention - Millars Well Day Care Expansion	26,204.88
EFT8219	06/10/2010	J. Gajic	Reimbursement For Tyre	395.00
EFT8220	06/10/2010	Harvey World Travel	Employee / Contractor Flights	2,908.02
EFT8221	06/10/2010	Karratha Newsagency	TTI Newspapers & Magazines	10,888.81
EFT8222	06/10/2010	Karratha Alternative Carriers	Karratha Golf Club - Delivery Fencing Material	198.00
EFT8223	06/10/2010	Karratha Tavern	TTI - Alcohol	15,459.10
EFT8224	06/10/2010	Les Mills Aerobics Australia	KEC - Monthly Contract Fee	727.06
EFT8225	06/10/2010	Midalia Steel	Airport Sheeting, Fence Panels, Steel	775.56
EFT8226	06/10/2010	T. Marks	Reimbursement Relocation Expenses 3rd Anniversary	845.55
EFT8227	06/10/2010	Martin Sparks	Tyre Valve Tool	58.74
EFT8228	06/10/2010	L. Manser	Reimbursement - Debrief With Hon Caretakers C/Ville & 40 Mile	100.00
EFT8229	06/10/2010	North West Realty	Shire Housing Water Consumption	38.50
EFT8230	06/10/2010	Water2Water	KEC Monthly Water Cooler Rental	53.50
EFT8231	06/10/2010	Pilbara Iron Company (Services) Pty Ltd	Shire Housing Electricity Consumption	21.74
EFT8232	06/10/2010	Parry's Merchants	RAC, TTI Kiosk Stock	12,539.90
EFT8233	06/10/2010	Perth Irrigation Centre	Restocking Fee, Pressure Gauge	648.90
EFT8234	06/10/2010	Poinciana Nursery	Sharpe Avenue Median Strip - Plants	1,033.16
EFT8235	06/10/2010	Roebourne District High School	Great Nthn Clean Up Dollar For Bags	720.00
EFT8236	06/10/2010	Ray White Real Estate	13 Gecko Circle Lease Adjustment	170.94
EFT8237	06/10/2010	St John Ambulance-Karratha	Large Leisure First Aid Kit	309.50
EFT8238	06/10/2010	Shell Company Of Australia	Fuel	6,324.57
EFT8239	06/10/2010	Stihl Shop Redcliffe	Chainsaw Chain, Air Filter	86.85
EFT8240	06/10/2010	The Royal Life Saving Society Australia	RAC Bronze Medallion Course & WAW Registration Fees	157.50
EFT8241	06/10/2010	TNT Express	Freight	1,619.80
EFT8242	06/10/2010	Truck Centre (WA) Pty Ltd	Assembly Evaporator, Battery Box	1,357.99
EFT8243	06/10/2010	Visimax	Snake Capture Bag & Frame	161.00
EFT8244	06/10/2010	Whelans	Baynton West Feature Surveys x 8 Lots	4,400.00
EFT8245	06/10/2010	Wickham Have A Go Junior Cricket	Great Nthn Clean Up Dollars for Bags	846.00
EFT8246	06/10/2010	Worksense Safety & Workwear	Corporate Clothing	450.34
EFT8247	06/10/2010	Atom Supply	Parks & Gardens - Various Tools Required, Camlock Fitting	1,454.52
EFT8248	06/10/2010	Australia Day Council Of WA (Inc)	Membership Renewal Fee 10-11	200.00
EFT8249	06/10/2010	Protector Alsafe	Safety Clothing	1,820.87
EFT8250	06/10/2010	Abco Products	Grill Brick	311.26
EFT8251	06/10/2010	Attend Pty Ltd	Litter Picker	665.90

EFT8252	06/10/2010	Allied Pickfords - Bunbury	Removal Expenses	6,882.70
EFT8253	06/10/2010	Aquatic Agency	KAC - Raft, Mini Slide, Ladder	1,486.44
EFT8254	06/10/2010	Lisa Ammon (Tangibility)	KEC Workout/Fitness Towels	3,737.25
EFT8255	06/10/2010	The Artists Foundation of WA T/As Artsource	Cossack Art Awards - Hanging System Purchased, Artsource Subscription	7,012.75
EFT8256	06/10/2010	AVP Commercial Pools	KAC - Upgrade & Renovation Progress Claim # 2	399,328.44
EFT8257	06/10/2010	Astro Tours	Cossack Astronomy Experience	10,410.00
EFT8258	06/10/2010	BOC Limited	Gas Bottles	768.47
EFT8259	06/10/2010	Bunzl Ltd	Toilet Tissue	2,108.41
EFT8260	06/10/2010	Beaurepaires	Tyre Repairs, Replacements & Alignment	12,212.63
EFT8261	06/10/2010	Wickham Service Station	Fuel	451.66
EFT8262	06/10/2010	BT Equipment Pty Ltd	Camera Colour, Mirror	3,603.98
EFT8263	06/10/2010	Budget Rent A Car	Vehicle Hire	592.01
EFT8264	06/10/2010	Bright People Technologies	User Licence Fee Enable Recruit 01/08/10 - 31/10/10	990.00
EFT8266	06/10/2010	CJD Equipment	Foot Step, Scraper, Sealing Ring, Fender Flare	1,239.60
EFT8267	06/10/2010	Centurion Transport Co Pty Ltd	Freight	2,662.72
EFT8268	06/10/2010	Coca-Cola Amatil (Holdings) Ltd	EKC & TTI Kiosk Stock	9,909.67
EFT8269	06/10/2010	Coventrys	Absorbant Granules - Spillfix, Filters, Fan Belts, Mudflaps	771.19
EFT8270	06/10/2010	Coda Studio Pty Ltd	Baynton West Family Centre - Project Review Meeting, Bulgarra Community Risk Management Workshop, Car Rental Reimbursement	5,066.42
EFT8271	06/10/2010	Crown Relocations	Removal Services Part 1 - Director Community & Corporate Services	2,142.00
EFT8272	06/10/2010	Dy-Mark (Aust) Pty Ltd	Roe/Wickham Community Activities Art Supplies - Paint	2,994.53
EFT8273	06/10/2010	Department Of Environment & Conservation	Controlled Waste Tracking Forms Licence	39.00
EFT8274	06/10/2010	Department Of Corrective Services	Rubbish Collection 3 Days Sept 10	396.00
EFT8275	06/10/2010	Conference Design	Councillors Design Junction Conference 2010	1,746.00
EFT8276	06/10/2010	Farinosi and Sons (Rtl) Pty Ltd	Folding Pruning Saws & Curved Blade Pruning Saw	165.80
EFT8277	06/10/2010	Fortesque Bus Service Pty Ltd	FeNaCING Festival 31.07.10 Bus Upgrade	352.00
EFT8278	06/10/2010	Globe Australia Pty Ltd	Twilight ULV Mosquito Adulticide	3,291.20
EFT8279	06/10/2010	Gemini Medical Centre - Karratha	Workcover Audio Assessment	66.00
EFT8280	06/10/2010	Gateway Motel	Staff Accommodation	115.01
EFT8281	06/10/2010	Home Hardware	Urban Art Project - Filter Mask/Dust Respirator	56.83
EFT8282	06/10/2010	Howard Porter	Mudguard Rubber	575.52
EFT8283	06/10/2010	Hitachi Construction Machinery	Tooth Point	953.37
EFT8284	06/10/2010	Impay Pty Ltd (Karratha Motors)	Transport Vehicle - KIE to Sims Metal	185.00
EFT8285	06/10/2010	International Art Services Pty Ltd	Cossack Art Awards Transportation	3,080.00
EFT8286	06/10/2010	Insight Callcentre Services	Overcall Fees - August 2010	767.91

EFT8287	06/10/2010	Jtagz Pty Ltd	Wrap Strap Dog Tags	363.00
EFT8288	06/10/2010	Jaylon Environmental Pty Ltd	Supply/ Installation HDPE Liner - New Effluent Pond - 7 Mile Waste	88,072.60
EFT8289	06/10/2010	Karratha Smash Repairs	Insurance Excesses	3,101.23
EFT8290	06/10/2010	Keyspot Services	Name Badges	245.00
EFT8291	06/10/2010	Karratha Auto Electrics	Repairs to Air Conditioners, Repair Electrical Faults	3,208.10
EFT8292	06/10/2010	Karratha Medical Centre	Work Capability Assessment	137.00
EFT8293	06/10/2010	Karratha Community Association	Prize Money Contribution - Karratha Garden Competition 2010/2011	800.00
EFT8294	06/10/2010	Karratha Agistment Centre	Great Northern Clean Up Dollars For Bags	318.00
EFT8295	06/10/2010	Karratha Kats Sporting & Rec Club	Clubroom Hire & Cleaning - NAIDOC Festival Day Concert 18/07/0101	549.00
EFT8296	06/10/2010	Lyons & Peirce	Airport Water Cartage, Pump Septic Tanks, Unblock Drains	10,857.80
EFT8297	06/10/2010	Landgate	GRV Interim Valuations, Mining Tenements, Online Transactions	2,342.42
EFT8298	06/10/2010	Macdonald Johnston Engineering	Paddle Access Door, Plate, Spacer, Proximity Switch	648.92
EFT8299	06/10/2010	Moxham Motors	Air Filter, Fan Belt	468.40
EFT8300	06/10/2010	Modern Teaching Aids Pty Ltd	KEC - Paper Mache Scrapbooks, Classroom Garden Kits	484.22
EFT8301	06/10/2010	Mcintosh & Son	Clutch Rod Kit	212.43
EFT8302	06/10/2010	MSA Family Trust	Contract Labour Hire	8,761.50
EFT8303	06/10/2010	Brittany Moxham	Reimbursement - Expenditure Urban Art Project	187.21
EFT8304	06/10/2010	Marnda Mia CNC Pty Ltd	Boardroom Hire & Catering 19/08/10	275.00
EFT8305	06/10/2010	NW Communications & IT Specialists	KAC - GME UHF Handheld Twin Pack, Waterproof Full Function Case	655.64
EFT8306	06/10/2010	Broadcast Australia Pty Ltd	Facilities Leasing JJJ & SBS	407.36
EFT8307	06/10/2010	North West Tree Services	Cossack - Remove Dead Wood & Reduce 1 x Albizia	1,595.00
EFT8308	06/10/2010	Nickol Bay Jewellers	Employee Gift Certificate	150.00
EFT8309	06/10/2010	OPUS International Consultants Ltd	5 Kwong Close Interior Design	5,664.27
EFT8310	06/10/2010	Oasis Umbrella World	Mastershade Umbrella, Protective Cover, Edge Valance & Freight	35,929.00
EFT8311	06/10/2010	Pilbara Distributors	RAC Kiosk Stock, Water	1,092.00
EFT8312	06/10/2010	Pilbara Motor Group	Belt Assembly	580.25
EFT8313	06/10/2010	Pilbara Tafe	Employee Training	7,739.45
EFT8314	06/10/2010	Pilbara Newspapers Pty Ltd (Pilbara Echo)	Urban Art Project Advertising	176.00
EFT8315	06/10/2010	Perth Petroleum Services	KAC - Hazchem Spill Kit	232.00
EFT8316	06/10/2010	D. Pentz	Reimbursement Water Charges	108.15
EFT8317	06/10/2010	Roebourne Dingo Hire	Catrrall Park - Excavate Retic Mainline	1,056.00
EFT8318	06/10/2010	Amcap (Formerly Skipper Truck Parts)	Fly Wheel, Clutch Plate	1,594.45
EFT8319	06/10/2010	Statewide Bearings	Heavy Duty Jock, Auto Belts	404.85
EFT8320	06/10/2010	Sunny Sign Company Pty Ltd	Traffic Cones	509.06
EFT8321	06/10/2010	Stott & Hoare	10 Gb Ethernet Pass Through Module	17,311.80
EFT8322	06/10/2010	Statewide Turf Services	Shire Lawn & Verge Maintenance	25,819.40

EFT8323	06/10/2010	T-quip	Filters	114.15
EFT8324	06/10/2010	State Library of WA (Office of Shared Services)	Dampier Library - Recoveries Lost & Damaged Books	37.40
EFT8325	06/10/2010	Versatile Building Products	Secateurs X 3	185.25
EFT8326	06/10/2010	Wurth Australia Pty Ltd	Workshop Consumables	1,219.10
EFT8327	06/10/2010	Downer Edi Works Pty Ltd	Hire Of Dozers	40,755.00
EFT8328	06/10/2010	Waterboyz Pool Maintenance	Pool Maintenance	231.91
EFT8329	11/10/2010	J. McDonald	Refund of Travel Assistance	2,640.00
EFT8330	12/10/2010	British American Tobacco Australia Ltd	TTI - Cigarettes	2,382.53
EFT8331	12/10/2010	Philip Morris Limited	TTI - Cigarettes	797.69
EFT8332	12/10/2010	D. Ball	Advanced Prosecution Training Expenses	157.00
EFT8333	12/10/2010	Bob Waddell Consultant	Assist With Annuals & Mthly Financials Sep-10	11,583.65
EFT8334	12/10/2010	A. Taylor	Conference Expenses - AIBS National Conference	283.10
EFT8335	12/10/2010	Woolworths (WA) Ltd	KEC School Holiday Program Ingredients, TTI Stock, Executive Entertainment	1,375.95
EFT8336	12/10/2010	Karratha Contracting Pty Ltd	Golf Club Indoor Cricket Facility (1st Progress Claim), KAC Supply & Installation of Switch Boards & New Sub Mains, Shire Housing Repairs / Maintenance, Supply / Install Entry Door & Replace Tiles, Air Conditioner Servicing, Fence Repair	181,472.78
EFT8337	14/10/2010	R. Butterworth	Airport Lighting Training Expenses	377.55
EFT8338	14/10/2010	Dept Of Housing & Works	Payroll Deductions	250.00
EFT8339	14/10/2010	Dept Of Housing & Works	Payroll Deductions	1,370.20
EFT8340	14/10/2010	Dept Of Housing & Works	Payroll Deductions	564.60
EFT8341	20/10/2010	Australian Taxation Office	Payroll Deductions	148,788.44
EFT8342	20/10/2010	Child Support Agency	Payroll Deductions	1,033.69
EFT8343	15/10/2010	Cabcharge Australia Pty Ltd	Taxi Vouchers September 2010	749.10
EFT8344	18/10/2010	Karratha First National Real Estate	Shire Housing Rents	24,418.33
EFT8345	18/10/2010	Karratha City Real Estate	Shire Housing Rents	5,214.29
EFT8346	18/10/2010	Jacque Lymbery	Shire Housing Rents	7,691.42
EFT8347	18/10/2010	North West Realty	Shire Housing Rents	24,507.15
EFT8348	18/10/2010	Pilbara Real Estate	Shire Housing Rents	16,946.43
EFT8349	18/10/2010	Ray White Real Estate	Shire Housing Rents	35,881.36
EFT8350	18/10/2010	LJ Hooker Karratha	Shire Housing Rents	5,200.00
EFT8350	21/10/2010		Cancelled Cheque	
EFT8352	21/10/2010	D. Hipworth	Travel Expenses AAA National Convention	223.40
EFT8353	21/10/2010	S. Kot	Reimbursement Water Charges	118.80
EFT8354	21/10/2010		Cancelled Cheque	
EFT8355	21/10/2010	LGIS Property	2010 - 2011 Property Insurance Second Instalment	281,277.66
EFT8356	21/10/2010	I. Miller	Travel Expenses Emergency Management Course	144.55
EFT8357	21/10/2010	B. Moxham	Reimbursement of Urban Art Project Expenses	207.07
EFT8358	22/10/2010	C. Fox	Travel Expenses AAA National Convention	286.95

EFT8359	22/10/2010	Roebourne Art Group	Colours Of Our County 2010 - Artwork Sales	48,745.00
EFT8360	22/10/2010	A. Wright	Travel Assistance Trust Withdrawal	4,594.61
EFT8361	22/10/2010	Emma Ashburton	Colours Of Our County 2010 - Artwork Sales	500.00
EFT8362	22/10/2010	James Brockman	Colours Of Our County 2010 - Artwork Sales	2,810.00
EFT8363	22/10/2010	Grahame Baptie	Colours Of Our County 2010 - Artwork Sales	400.00
EFT8364	22/10/2010	Jill Churnside	Colours Of Our County 2010 - Artwork Sales	3,150.00
EFT8365	22/10/2010	Colleen Hamlett	Colours Of Our County 2010 - Artwork Sales	2,910.00
EFT8366	22/10/2010	Tuesday Lockyer	Colours Of Our County 2010 - Artwork Sales	2,250.00
EFT8367	22/10/2010	Gladys Tucker	Colours Of Our County 2010 - Artwork Sales	500.00
EFT8368	22/10/2010	Yinjaa Barni Art Group	Colours Of Our County 2010 - Artwork Sales	109,451.00
EFT8369	22/10/2010	British American Tobacco Australia Ltd	TTI - Cigarettes	3,693.31
EFT8370	22/10/2010	Crown Relocations	Relocation Costs	7,736.53
EFT8371	22/10/2010	Karis Drummond	Colours Of Our Country 2010 - Artwork Sales	400.00
EFT8372	22/10/2010	Media Monitors Australia Pty Ltd	Media Monitoring - 01/09/10 to 30/09/10	515.97
EFT8373	22/10/2010	Peter Hunt Architect Superannuation Fund No 2	Rent U2/4 Welcome Road - 19th Oct 10 - 18th Nov 10	2,711.03
EFT8374	22/10/2010	D. Pentz	Expenses For Various Meetings	295.80
EFT8375	22/10/2010	Woolworths (WA) Ltd	Cossack & TTI Kiosk Stock, Morning Tea, Gift Voucher, Dog Food	924.38
EFT8376	22/10/2010	Beverley White	Catering	1,000.00
EFT8377	22/10/2010	Yinjaa Barni Art Group	Colours Of Our Country 2010 - Artwork Sales	10,470.00
EFT8378	22/10/2010	Drake Australia Pty Ltd	Admin Office & TTI Temp Staff	38,903.35
EFT8379	25/10/2010	All Seasons Karratha	Accommodation B Waddell 28/09/10 - 30/09/10	724.14
EFT8380	25/10/2010	Baker's Temptation	TTI - Bakery Supplies 05/09/10 - 25/09/10	2,025.90
EFT8381	25/10/2010	Bullivants	Spitwater Front Part D/Lance 680 No Nozzle	212.39
EFT8382	25/10/2010	Corporate Express Australia Limited	Shredder, Stationery	2,957.96
EFT8383	25/10/2010	Carr Civil Contracting Pty Ltd	Point Samson Information Bay - Bollard Adjustment And Relocation	41,234.38
EFT8384	25/10/2010	C-Direct P/L Prepaid	TTI Prepaid Phone Cards	1,900.00
EFT8385	25/10/2010	Transpacific Cleanaway	Rubbish Collection	28,885.44
EFT8386	25/10/2010	Chandler Macleod	Waste Management Labour Hire	9,915.94
EFT8387	25/10/2010	Dampier Plumbing & Gas	Frinderstein Way - Fire Main Flow Test	423.50
EFT8388	25/10/2010	Down To Earth Training & Assessing	Staff Training	24,112.00
EFT8389	25/10/2010	Forte Airport Management	Airport - LV Upgrade Report, Stage 3 BMR & Car Park Upgrade Project Management, Water Infrastructure Upgrade, Obstacle Limitation Surfaces Drawing	47,196.53
EFT8390	25/10/2010	Ron Fullarton	Caretaker Cleaverville - Travel Costs	138.65
EFT8391	25/10/2010	GHD Pty Ltd	Depot Upgrade Progress Fee Claim, Airport Concept Design Progress Claim, Draft Karratha Drainage Management Plan, Water Balance Study	48,177.98
EFT8392	25/10/2010	Garrards Pty Ltd	Biflex Duo 10L	718.00
EFT8393	25/10/2010	Harvey World Travel	Staff Travel	2,963.15
EFT8394	25/10/2010	Hart Sport	KEC - Club Rubber Basketball, Netball Bibs	812.20
EFT8395	25/10/2010	Hathaway's Lubricants	Renolin B68 Hydraulic Oil	2,012.94

EFT8396	25/10/2010	ITVision	Payroll Leave Maintenance Webinar 5307	231.00
EFT8397	25/10/2010	Intercontinental Perth Burswood	Staff Accommodation	510.00
EFT8398	25/10/2010	Karratha Newsagency	KEC & TTI Newspapers & Magazines	5,553.03
EFT8399	25/10/2010	Karratha Amateur Swimming Club	Refund of Overcharge on Invoice 56534	137.50
EFT8400	25/10/2010	Karratha International Hotel	Accommodation - KAC Building Contractors	1,818.00
EFT8401	25/10/2010	Karratha Tavern	TTI - Alcohol	16,696.40
EFT8402	25/10/2010	Leisure Institute Of WA Aquatics (Inc)	RAC - Membership 01.09.10 - 31.08.11	100.00
EFT8403	25/10/2010	Local Government Managers Australia	LGMA Corporate Membership 2010 - 2011	1,600.00
EFT8404	25/10/2010	Caltex Energy WA (Link Energy Pty Ltd)	Fuel	21,081.27
EFT8405	25/10/2010	M Joyce Crane Hire	KAC - Lift /Remove Sand Filter Tank	2,922.70
EFT8406	25/10/2010	McLernons Supply & Demand - Welshpool	2 x Orion 2 File Drawer Mobile Pedestal	390.20
EFT8407	25/10/2010	New Wave Caterers	Catering - Council Update Session	169.40
EFT8408	25/10/2010	Poolmart Karratha	8 Knight Place - Weekly Pool Maintenance, KAC Algae Brush, Pool Broom, Hand & Pole Brush	872.40
EFT8409	25/10/2010	Pilbara Iron Company (Services) Pty Ltd	Dampier Public Toilets - Water Rates End Dec 2010, Dampier Pavilion Water Charges	73.46
EFT8410	25/10/2010	Parry's Merchants	RAC, TTI Kiosk Stock	23,114.80
EFT8411	25/10/2010	Poinciana Nursery	Sharpe Ave Supply of Native Plants, Potting Mix, Fertiliser	1,281.41
EFT8412	25/10/2010	Pilbara Holiday Park	KAC - Accommodation Contractors	730.00
EFT8413	25/10/2010	Sandover Pinder Pty Ltd	Stage 1, 2 & 3 Preparation of Design & Construct Tender - Karratha Youth & Family Centre	38,445.00
EFT8414	25/10/2010	Signswest, Stick With Us Sign Studio	TTI - Coreflute Signs, Off Road Vehicle Signage, Roebourne Wickham Cemetery Sign, Sign Writing, Dampier Boat Ramp Sign, Parks & Gardens Frames	6,378.50
EFT8415	25/10/2010	Shell Company Of Australia	Fuel	8,655.64
EFT8416	25/10/2010	Reliance Petroleum	Fuel	23,044.03
EFT8417	25/10/2010	Sealanes	Coffee, Milk, Tea Bags	811.33
EFT8418	25/10/2010	Stihl Shop Redcliffe	Brush Cutter Cord, Oil Cap	532.35
EFT8419	25/10/2010	Salvation Army	Dollar For Bags Great Northern Clean Up Sept 2010	2,976.00
EFT8420	25/10/2010	Te Wai Manufacturing	Polo Shirts With Logo	513.00
EFT8421	25/10/2010	The Royal Life Saving Society Australia	KAC - Vinyl Stretcher, Bum Bags, Re-Registration Watch Around Water Fee 2010 - 2011	795.00
EFT8422	25/10/2010	Travelworld Karratha	Vehicle Hire / Accommodation	738.07
EFT8423	25/10/2010	TNT Express	Freight	1,216.08
EFT8424	25/10/2010	Truck Centre (WA) Pty Ltd	Latch & Bracket, Secondary Fuel Filter, Reservoir Cap	175.09
EFT8425	25/10/2010	The Locals	Sandfly/Mosquito Repellent	267.30
EFT8426	25/10/2010	Landmark Operations Limited	Depot - Baya Quickbayt	444.91
EFT8427	25/10/2010	Whelans	Refund Sign Licence Application - 4520 Crane Circle -Building Licence Cancelled	200.00
EFT8428	25/10/2010	Atom Supply	Mesh Barrier Fencing	287.34
EFT8429	25/10/2010	Auslec	Karratha Airport - Light Globes	561.00
EFT8430	25/10/2010	Protector Alsafe	Safety Clothing	3,479.31

EFT8431	25/10/2010	Attorney-General's Department	Karratha Airport AusChecks October 2010	1,539.00
EFT8432	25/10/2010	Ausco Building Systems Pty Ltd	Karratha Airport - Hire of Lunchroom Facility	902.88
EFT8433	25/10/2010	Artcraft Pty Ltd	Street Signs	624.80
EFT8434	25/10/2010	Avdata Australia	Karratha Airport ABR Data Transcription	2,957.20
EFT8435	25/10/2010	AIT Specialists Pty Ltd	Diesel Fuel Rebate - Professional Services For Claim	41,558.28
EFT8436	25/10/2010	Lisa Ammon (Tangibility)	Master Chef - Competition Merchandise	779.90
EFT8437	25/10/2010	BOC Limited	Gas Bottles	485.03
EFT8438	25/10/2010	BP Roebourne	Fuel	513.69
EFT8439	25/10/2010	Bunzl Ltd	Interleaved Hand Towels	1,657.38
EFT8440	25/10/2010	Beaurepairs	Batteries, Repair Tyres, Replace Tyres, Alignment	21,582.98
EFT8441	25/10/2010	BC Lock & Key	Rekey Shire Buildings, Houses & Sheds, Lock Repair	11,261.54
EFT8442	25/10/2010	Wickham Service Station	Fuel	473.11
EFT8443	25/10/2010	Baileys Fertilisers	Fertilisers	6,792.50
EFT8444	25/10/2010	BT Equipment Pty Ltd	Scraper, Air Filter	3,067.40
EFT8445	25/10/2010	BGC Contracting	Crushed Rock, Quarry Dust	49,963.98
EFT8446	25/10/2010	CJD Equipment	Sealing Ring	83.03
EFT8447	25/10/2010	Centurion Transport Co Pty Ltd	Freight	2,089.36
EFT8448	25/10/2010	Coates Hire Operations	Equipment Hire	3,877.67
EFT8449	25/10/2010	Coca-Cola Amatil (Holdings) Ltd	KEC, RAC, KAC, TTI Kiosk Stock	13,001.11
EFT8450	25/10/2010	Coventrys	Fuel Filter, Trailer Connector, Lamps, Safety Goggles	637.75
EFT8451	25/10/2010	Cape Byron Imports	KAC - Goggles With Ear Plugs	2,121.92
EFT8452	25/10/2010	Calcutt Watson & Associates	Conference Registration Costs - Australian Airports Association	2,010.00
EFT8453	25/10/2010	Chemform	Enviroblocks - Toilet Blocks, Cleaner	900.70
EFT8454	25/10/2010	Coda Studio Pty Ltd	Bulgarr Community Facility - Architecture - Contract Documentation	17,683.77
EFT8455	25/10/2010	Department Of Corrective Services	Rubbish Collection 10/09/10 - 23/09/10 6 Days	792.00
EFT8456	25/10/2010	Dan Duggan T/A Magnetism Art & Design	Urban Arts Project - Facilitators Fees	18,627.40
EFT8457	25/10/2010	Davis Road	Employee Relocation Costs - Payroll Officer	880.00
EFT8458	25/10/2010	E & MJ Rosher Pty Ltd	Fuel Filter	60.35
EFT8459	25/10/2010	Bradken Mining	Scarifier Shank	1,207.21
EFT8460	25/10/2010	Scottish Pacific Business Finance P/L	Safety Glass - Smoke Lens	219.12
EFT8461	25/10/2010	Emeco International Pty Ltd	7 Mile - Hire Wheel Loader	22,990.00
EFT8462	25/10/2010	Farinosi and Sons (Rtl) Pty Ltd	Concrete Pack, KAC Trolley, Tape Measure	1,736.82
EFT8463	25/10/2010	Chubb Fire Safety Ltd	Karratha Airport - Maintenance Airport Hydrant System	512.05
EFT8464	25/10/2010	Fortesque Bus Service Pty Ltd	Transport for School Holiday Program	5,500.00
EFT8465	25/10/2010	Frogs Gelato	TTI - Coffee Machine	14,960.00
EFT8466	25/10/2010	GE Surveys	Survey for Linemarking Karratha Airport	792.00
EFT8467	25/10/2010	Home Hardware	Karratha Airport, Cossack - General Hardware Items	695.94

EFT8468	25/10/2010	Hevrons	Dermasoft Sanitising Hand Gel	113.65
EFT8469	25/10/2010	Hitachi Construction Machinery	Oil Cooler	587.76
EFT8470	25/10/2010	Handy Hands Pty Ltd	KEC, SOR & Masonic Units Garden Maintenance, Carroll & Geyer Place Weed Control	6,672.05
EFT8471	25/10/2010	Hallmark Editions	Registration for National Economic Development Conference 2010	1,180.00
EFT8472	25/10/2010	Impay Pty Ltd (Karratha Motors)	Transport Vehicles	3,965.00
EFT8473	25/10/2010	ISIS Group Australia	Checked Baggage Handling System - Progress Claim No. 5	323,949.58
EFT8474	25/10/2010	Insight Callcentre Services	Call Centre Fees for September 2010	527.67
EFT8475	25/10/2010	Karratha Smash Repairs	Windscreen Repair & Replacements, Canopy Glass Replacement	1,932.19
EFT8476	25/10/2010	Karratha Comlec	Karratha Airport Terminal - Find and Rectify Fault with Airport PA System	528.00
EFT8477	25/10/2010	Kott Gunning	Legal Advice	3,375.68
EFT8478	25/10/2010	Kaz Adair Furniture	Service Awards	500.00
EFT8479	25/10/2010	Karratha Basketball Association	Dollar For Bags Collection Jan - Feb 2010	600.00
EFT8480	25/10/2010	Lyons & Peirce	Sullage Drainage at 40 Mile Camping Site - Truck Operation and Tracking Fee	1,392.50
EFT8481	25/10/2010	Loscam Limited	TTI - Hire Of Pallets September 2010	15.92
EFT8482	25/10/2010	Landgate	Land Enquiry	133.00
EFT8483	25/10/2010	LE Roberts Drafting & Design	Bulgarr Oval Existing Change Rooms - Design, Documentation and Contract Administration	5,610.00
EFT8484	25/10/2010	Macdonald Johnston Engineering	Solenoid, Pneumatic Cylinder, Wheel Assembly Nozzle	2,286.49
EFT8485	25/10/2010	Moxham Motors	Fuel Filter, Wheel Studs	550.95
EFT8486	25/10/2010	LGIS Workcare	Workers Compensation Contribution 2010/2011 - 2nd Instalment	184,492.00
EFT8487	25/10/2010	Museums Australia	Local History Office Membership Fee - Museums Australia Sep 2010 - Sep 2011	176.00
EFT8488	25/10/2010	Mc Laren Hire	Vehicle Hire 4 x4 Ute - Waste Services	2,556.68
EFT8489	25/10/2010	Mike Allen Planning	Bulgarr Oval Sporting Precinct - Boundary Rationalisation - Investigation & Preparation of Report	1,930.50
EFT8490	25/10/2010	Mcintosh & Son	Idler Pulley, Blower Assembly, Belt	1,167.93
EFT8491	25/10/2010	MSA Family Trust	Labour Hire Costs – Building Maintenance Manager	8,266.50
EFT8492	25/10/2010	Pilbara News	Advertising	8,085.35
EFT8493	25/10/2010	Northwest Copier & Fax Services	TTI - Casio Cashier Registers, Meter Readings, Cartridges	6,771.58
EFT8494	25/10/2010	Nickol Bay Jewellers	Gift Voucher	150.00
EFT8495	25/10/2010	Orica Australia Pty Ltd	920kg Chlorine Gas Drum	5,665.33
EFT8496	25/10/2010	Ocean Clipper Inn	Staff Accommodation	612.00
EFT8497	25/10/2010	Pilbara Distributors	RAC Kiosk Stock	1,806.00
EFT8498	25/10/2010	Pirtek	Hose, Fittings	133.53
EFT8499	25/10/2010	Pilbara Motor Group	Air Conditioner Condenser, Filter	701.92
EFT8500	25/10/2010	Pilbara Tafe	Library & Walkington Theatre Contribution, Contractor Accommodation, Staff Training	67,332.22
EFT8501	25/10/2010	Pilbara Copy Service	Karratha Airport - Photocopier Charges -Sept 2010	89.05
EFT8502	25/10/2010	Pilbara Newspapers Pty Ltd (Pilbara Echo)	Advertising, City of The North Summary Books	2,395.58

EFT8503	25/10/2010	Porter Consulting Engineers	Prepare/Review Concept Designs For Black Spot Project, Gap Ridge Industrial Estate Review Plans	1,464.38
EFT8504	25/10/2010	Pitney Bowman Software Pty Ltd	MapXtreme 5 User Licence (200810-190811)	5,500.00
EFT8505	25/10/2010	Roy Galvin & Co Pty Ltd	Len PVC Press Pipe	412.98
EFT8506	25/10/2010	R&R Tape & Safety Supplies	Riggers Gloves Large	422.40
EFT8507	25/10/2010	Roebourne Dingo Hire	Golf Course Excavate Pipe Line & Replace Valve, Miles Loop Playground Earthworks	5,775.00
EFT8508	25/10/2010	Amcap (Formerly Skipper Truck Parts)	Air-Conditioner / Heater Blower, Antenna, Bolt, Switch	1,062.93
EFT8509	25/10/2010	Statewide Bearings	Mechanical Override, Jockey Wheel	198.06
EFT8510	25/10/2010	Stott & Hoare	IT - 5 x Nortel IP Phone 1120E	1,666.50
EFT8511	25/10/2010	Statewide Equipment Hire	Karratha Airport - Hire 20KVA Generator, Mini Excavator hire	2,676.43
EFT8512	25/10/2010	Statewide Turf Services	Shire Lawn & Verge Maintenance	11,027.50
EFT8513	25/10/2010	SBS Media	KEC Advertising at the Karratha Tavern	544.50
EFT8514	25/10/2010	State Library of WA (Office of Shared Services)	Books for the Better Beginnings, Dampier Library Lost & Damaged Books	1,736.90
EFT8515	25/10/2010	Toland Pty Ltd	Conservation Plan - Roebourne Buildings	15,400.00
EFT8516	25/10/2010	The Planning Group WA Pty Ltd	Finbar And Morse Court Hi Tech Accommodation Assessment	4,719.00
EFT8517	25/10/2010	Pritchard Francis Pty Ltd	Bulgarr Community Centre - Fees for Preparation of Civil and Structural Design Specification	1,760.00
EFT8518	25/10/2010	Versatile Building Products	Weed Kill Glyphosate 1 Litre	89.95
EFT8519	25/10/2010	Wickham Newsagency	Wickham Library - Magazines and Newspapers	53.30
EFT8520	25/10/2010	WA Library Supplies	Dampier Library - Stationery	164.45
EFT8521	25/10/2010	Wurth Australia Pty Ltd	Black Heat Shrink	231.95
EFT8522	25/10/2010	Downer Edi Works Pty Ltd	Asphalt Works, Hire of Semi Tanker Water	614,743.69
EFT8523	25/10/2010	Wood & Grieve Engineers	Consultation Fees - Karratha Youth & Family Centre	5,940.00
EFT8524	25/10/2010	Waterboyz Pool Maintenance	12 Dodd Court Fortnightly Pool Maintenance	243.78
EFT8525	25/10/2010	Webset Security	Karratha Airport Terminal Security Services	33,906.40
EFT8526	25/10/2010	Woodhead Pty Ltd	Karratha Leisure Centre - Architectural Services – Master Planning	9,350.00
EFT8527	25/10/2010	T. Wear	Reimbursement of KEC Holiday Program Expenses	405.80
EFT8528	26/10/2010	F. Cechner	Conference Expenses WECP Conference	193.25
EFT8529	26/10/2010	N. Lockwood	Conference Expenses WECP Conference	86.25
EFT8530	26/10/2010	C. Longmore	Conference Expenses WECP Conference	86.25
EFT8531	26/10/2010	Pilbara News	Pre-Cyclone Clean Up Advertising	1,644.00
EFT8532	26/10/2010	Woolworths (WA) Ltd	YAC Fundraiser Goods	367.47
EFT8533	26/10/2010	Andrew Ward	Reimbursement Tax Fares/Fuel Perth Meetings	212.53
EFT8534	27/10/2010	Chandler Macleod	Waste Management Labour Hire	6,350.98
EFT8535	27/10/2010	Philip Morris Limited	TTI - Cigarettes	770.23
EFT8536	27/10/2010	Budget Rent A Car	Hire Car	1,307.92
EFT8537	27/10/2010	Hays Recruitment Specialist	Quarterly Pro Rata Placement Fee	5,346.00
EFT8538	27/10/2010	Pilbara News	Advertising	308.70
EFT8539	27/10/2010	Beverley White	Catering	703.00

EFT8540	27/10/2010	Karratha Contracting Pty Ltd	Shire Housing Renovations, Maintenance and Repairs, Airport Sewer System & Pump Repairs, Install RCD's to Shed, Skate Park Urban Art Project Preparation, Finance Office Upgrade, General Building Maintenance	108,822.93
EFT8541	28/10/2010	Dept Of Housing & Works	Payroll Deductions	250.00
EFT8542	28/10/2010	Dept Of Housing & Works	Payroll Deductions	1,020.20
EFT8543	28/10/2010	Dept Of Housing & Works	Payroll Deductions	440.00
EFT8544	28/10/2010	Dept Of Housing & Works	Payroll Deductions	350.00
EFT8545	28/10/2010	Dept Of Housing & Works	Payroll Deductions	124.60
EFT8546	29/10/2010	British American Tobacco Australia Ltd	TTI - Cigarettes	2,277.56
EFT8547	29/10/2010	Pilbara News	Advertising	308.70
EFT8548	29/10/2010	Woolworths (WA) Ltd	KEC & TTI Kiosk Stock	1,088.84
EFT8549	29/10/2010	Beverley White	Catering	860.00
EFT8550	21/10/2010	Western Australian Treasury Corp	Loan No. 91 - Admin Building Renovations, Loan No. 95 - Staff Housing, Loan No. 96 – Cossack Infrastructure	421,788.87
73035	23/08/2010	Karratha Kickboxing	Cancelled Cheque	-390.00
73221	05/10/2010	Shire Of Roebourne	Petty Cash Reimbursement	1,227.75
73222	05/10/2010	Telstra	Shire Telephone Charges	989.50
73224	05/10/2010	Horizon Power	Shire Electricity Charges	75,535.44
73225	05/10/2010	Water Corporation	Shire Water Charges	6,197.05
73226	06/10/2010	Australian Super	Superannuation Contributions	2,599.89
73227	06/10/2010	Asset Super	Superannuation Contributions	1,673.97
73228	06/10/2010	Colonial First State Firstchoice Super	Superannuation Contributions	794.49
73230	06/10/2010	WA Local Govt Superannuation Plan	Superannuation Contributions	229,015.59
73231	06/10/2010	Amp Life Limited	Superannuation Contributions	526.20
73232	06/10/2010	Axa Australia	Superannuation Contributions	794.35
73233	06/10/2010	Bt Super For Life	Superannuation Contributions	833.08
73234	06/10/2010	Catholic Super & Retirement Fund	Superannuation Contributions	332.37
73235	06/10/2010	First State Super	Superannuation Contributions	341.41
73236	06/10/2010	Health Super	Superannuation Contributions	994.69
73237	06/10/2010	HostPlus Superannuation	Superannuation Contributions	737.96
73238	06/10/2010	LG Super	Superannuation Contributions	894.60
73239	06/10/2010	PBTL - Lifetime Superannuation Fund	Superannuation Contributions	958.86
73240	06/10/2010	Mtaa Superannuation Fund	Superannuation Contributions	1,367.75
73241	06/10/2010	MLC Nominees Pty Ltd	Superannuation Contributions	1,232.41
73242	06/10/2010	Navigator Australia Limited (Aviva Investment Services)	Superannuation Contributions	1,452.73
73243	06/10/2010	Rest Superannuation	Superannuation Contributions	1,632.82
73244	06/10/2010	Westscheme	Superannuation Contributions	2,270.04
73245	06/10/2010	Alpha First Aid Supplies Pty Ltd	Resuci Face Shields	173.39

73246	06/10/2010	Department For Planning & Infrastructure	Registration Renewal 3 Months Vehicle - 1BBW878	76.85
73247	06/10/2010	Shenton Enterprises Pty Ltd	RAC - Drive Tracks - Ultrabot Magnum	403.48
73248	06/10/2010	Te Wai Manufacturing	Polo Shirts	1,014.90
73249	06/10/2010	Angus And Robertson Karratha	Dampier Library - Books	118.67
73250	06/10/2010	Aurox Resources Ltd	Rates Refund - Assessment A78277 Lot E47/01184 Exploration Licence	467.26
73251	06/10/2010	Bunnings Group Limited	Treated Pine Log	424.38
73252	06/10/2010	Bernd Kruse	Vehicle Crossover Subsidy	387.50
73253	06/10/2010		Cancelled Cheque	
73254	06/10/2010	David Crooks	Vehicle Crossover Subsidy	404.25
73255	06/10/2010	P. Conrau	Reimbursement Relocation & Mobilisation Expenses	1,355.00
73256	06/10/2010	Marilyn Ann Fenner	Rates Refund - Assessment A78730 29 Honeyeater Corner Nickol 6714	471.51
73257	06/10/2010	Peter Goonan	Rates Refund - Assessment A78003 Lot P47/01197 Prospecting Licence	358.62
73258	06/10/2010	Karratha Veterinary Hospital	Dog Health Program Fees 30/8/2010	1,986.40
73259	06/10/2010	McLeods & Co Barristers And Solicitors	Governance Advice	22.00
73260	06/10/2010	Liftmec Pty Ltd	Transport Coaster Bus From Burrup Rd To Anglican Church	363.00
73261	06/10/2010	Paul Moxham	Reimbursement For Damaged Artwork	330.00
73262	06/10/2010	Natural Choice Karratha	KEC - Max's MGPX Bars	110.00
73263	06/10/2010	Glen Robert Nuttall	Rates Incentive Scheme 5th Prize Winner	500.00
73264	06/10/2010	Kmart Karratha	Cossack - Linen, RAC Food Storage Containers	474.50
73265	06/10/2010	Nikola Suleski	Rates Incentive Scheme 3rd Prize Winner	1,500.00
73266	06/10/2010	Luke Seaborn	Vehicle Crossover Subsidy	363.00
73267	06/10/2010	Wacker Neuson	Pump	1,045.00
73268	06/10/2010	Kim Zuidema	Refund 50% Building Fee Application B12010360 - Withdrawn	408.63
73269	11/10/2010	Shire Of Roebourne	ATM Cash Replenishment	74,000.00
73270	12/10/2010	Australia Post	Australia Post Account - September 2010	2,354.66
73271	12/10/2010	Department Of Health	TTI - Tobacco Licence Renewal Nov 2010	173.50
73272	12/10/2010	Telstra	Shire Telephone Charges	10,856.62
73273	12/10/2010	Horizon Power	Shire Electricity Charges	42,810.14
73274	12/10/2010	Water Corporation	Shire Water Charges	116.85
73275	12/10/2010	Australian Communications & Media Author	Renewal Broadcast/Mobile Licences	688.00
73276	12/10/2010	Commissioner Of Police	Corporate Firearms Licence Renewal	106.50
73277	12/10/2010	Department Of The Premier And Cabinet	Advertisement - Parking & Parking Facilities Local Law - Government Gazette	2,222.65
73278	14/10/2010	Shire Of Roebourne	Payroll Deductions	1,725.03
73279	14/10/2010	Shire Of Roebourne	Payroll Deductions	1,946.15
73280	21/10/2010	Telstra	Shire Telephone Charges	1,236.44
73281	21/10/2010	3 Hutchison Telecommunications Aust.	SES Messaging Service	196.59
73282	21/10/2010		Cancelled Cheque	

73283	21/10/2010	Horizon Power	Shire Electricity Charges	16,333.52
73284	21/10/2010	Water Corporation	Shire Water Charges	30,375.45
73285	21/10/2010	C. Coghlan	Private Accommodation Allowance - PIA State Conference	50.00
73286	21/10/2010	Kmart Karratha	12 Dodd Court Miscellaneous Items, IPod Touch, Label Maker	1,517.50
73287	22/10/2010	Harvey Norman	Household Items 12 Dodd Court, Gift Voucher	2,326.00
73288	25/10/2010	Alpha First Aid Supplies Pty Ltd	Resuci Face Shields	1,249.07
73289	25/10/2010	Australian Institute Of Building Surveyors	Registration Fee For AIBS 2010 WA Conference	1,550.00
73290	25/10/2010	Building And Construction Industry Training Fund (BCITF)	BCITF Collection Agency Fee - July & August 2010	136,129.42
73291	25/10/2010	Karratha Netball Association	Refund Charges For Oval Lighting	362.16
73292	25/10/2010	Lil's Retravisoin Karratha	Simpson Top Loader Washing Machine	798.00
73293	25/10/2010	Nor West Jockey Club	Refund - Duplicate Payment On Invoice 56059	250.00
73294	25/10/2010	Angus And Robertson Karratha	Dampier Library - Books, Books For Gifts	354.18
73295	25/10/2010	Builders Registration Board of WA	BRB Collection Agency Fee July & August 2010	5,360.50
73296	25/10/2010	Chadson Engineering Pty Ltd	RAC - Flexi Vac Head, Palintest Tablets	1,195.76
73297	25/10/2010	Dc Project Services Pty Ltd	Refund Builders Licence 20100682 - 2-9 Fishwick Court	85.00
73298	25/10/2010	Degrey Engineering	Refund - Duplicate Payment Invoice 56248 Less Underpaid Invoice 55445	81.13
73299	25/10/2010	Greenline AG Pty Ltd	TCU14939 Blade	43.88
73300	25/10/2010	Horizon Power - Karratha	Design Fee For Underground Cable Installation to Enable Catrall Park Upgrade/Refurbishment	2,100.00
73301	25/10/2010	Jbs Projects	Refund - Duplicate Payment Invoice 56231 Paid 20/07/10 & 17/08/10	41.97
73302	25/10/2010	Mark Jolley	Reimbursement Fuel Costs Caretaker 40 Mile Camp	135.10
73303	25/10/2010	Jones And Paul Plumbing	Refund Duplicate Payment of Invoice 56629	77.23
73304	25/10/2010	Karratha Veterinary Hospital	5 Pups for Euthanasia 01/10/2010	95.00
73305	25/10/2010	Karratha Shooting Supplies	Bushman 22 Hollow Point Ammunition	27.00
73306	25/10/2010	Karratha Storm Junior Rugby League	Junior Sports Light Token Reimbursement - 2010 Season	720.00
73307	25/10/2010	McLeods & Co Barristers And Solicitors	Legal / Governance Advice	3,540.90
73308	25/10/2010	Natural Choice Karratha	KEC - Max's Muscle Meal Protein Shake	96.00
73309	25/10/2010	Norfleet Bus Contractors	Refund - Duplicate Payment Inv 56250	105.60
73310	25/10/2010	Dept Of Planning & Infrastructure - Plates	SOR Number Plate - 308R N Stewart	150.00
73311	25/10/2010	Pindan Pty Ltd	Overpayment 3 Bldg Licences - BCITF Charges	1,380.00
73312	25/10/2010	Rabsqa International	Annual Fee - Certified Level 4 High Risk Auditor	308.00
73313	25/10/2010	Halaine Rainsford	Diploma Children's Services - 50% Competencies Completed	1,500.00
73314	25/10/2010	Kmart Karratha	Roebourne Library - DVD's & Books	1,295.00
73315	25/10/2010	Daniel Thomas	Refund of Plansearch Fee	30.00

73316	25/10/2010	Watering Concepts	Mechanical Seal Kit	693.22
73317	25/10/2010	Woodhouse Legal Solicitors & Legal Consul	Karratha Airport - Check In Counter Document Preparation, Lease Legal Advice	4,044.70
73318	25/10/2010	James Wells	Refund - Building Licence Application Fee -Licence Duplicated In Error	1,172.73
73319	25/10/2010	Rebecca Young	Early Learning Specialist Scholarship Program 50% & 100% Incentive	3,000.00
73320	25/10/2010	Shire Of Roebourne	ATM Cash Replenishment	74,000.00
73321	26/10/2010	Shire Of Roebourne	Karratha Kick Boxing - Inv Paid Twice Refund Cheque Paid to SOR to Offset Invoice 57645	390.00
73322	26/10/2010	Dr Crystal Cree	MSIS Retention Grant	18,333.70
73323	26/10/2010	Land Corp	Refund of Water Charges paid by Land Corp - Refund Issued To Shire	64.25
73324	27/10/2010	Telstra	Shire Telephone Charges	774.36
73325	27/10/2010	Horizon Power	Shire Electricity Charges	16,818.49
73326	27/10/2010	Water Corporation	Shire Water Charges	4,119.00
73327	28/10/2010	Shire Of Roebourne	Payroll Deductions	1,302.23
73328	29/10/2010	Shire Of Roebourne	Petty Cash Reimbursement	1,211.60
DD12648.1	09/09/2010	Westpac Corporate Credit Cards	CEO & EM Corporate Services August Expenses	7,659.86
DD12649.1	11/10/2010	Westpac Corporate Credit Cards	Director Technical Services & Development Services September Expenses	4,597.01

6,743,047.01

	05/10/2010	Shire of Roebourne	Wages	1,609.05
	14/10/2010	Shire of Roebourne	Payroll F/E 13.10.10	438,366.45
	15/10/2010	Shire of Roebourne	Wages	721.55
	28/10/2010	Shire of Roebourne	Payroll F/E 27.10.10	454,771.21

895,468.26

**Total Payments**

**7,638,515.27**



## 10.2 FINANCIAL STATEMENT FOR PERIOD ENDING 30 SEPTEMBER 2010

<b>File No:</b>	<b>NOV10</b>
<b>Attachment(s)</b>	<b>Nil</b>
<b>Responsible Officer:</b>	<b>Executive Manager Corporate Services</b>
<b>Author Name:</b>	<b>Management Accountant</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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### REPORT PURPOSE

To provide Council with a summary of the financial position as at the specified period.

#### Background

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.

In accordance with the regulations, a report must be compiled on variances greater than the materiality threshold adopted by Council of \$10,000.

With this report being composed at programme level, only a general comment can be made regarding the variances.

The Act states that a statement of financial activity, and accompanying documents, are to be;

- 1) presented to the Council;
  - (a) At the next ordinary meeting of council following the end of the month to which the statement relates; or
  - (b) If the statement is not prepared in time to present it to the meeting referred to in (a) above, to the next meeting of Council after that meeting; and
- 2) Recorded in the minutes of the meeting at which it is presented.

#### Options

- 1) To adopt the report as is
- 2) To adopt the report with amendments
- 3) Not to adopt the report

#### Policy Implications

There are no relevant policy implications pertaining to this matter.

#### Legislative Implications

As per section 34 of the Local Government (Financial Management) Regulations 1996.

**Financial Implications**

There are no financial implications resulting from this report.

**Conclusion**

None

**Voting Requirements**

Simple.

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**RECOMMENDATION**

**That the Financial reports for the period ending 30 September 2010 be received.**

## Shire Of Roebourne

### Statement Of Financial Activity

for the period 1 July 2010 to 30 September 2010

	Original Budget	Amended Budget	Year to Date Amended Budget	Year To Date Actual	\$10,000 or more
	\$	\$	\$	\$	\$
<b>Rate Setting Statement</b>					
<b>Operating</b>					
<b>Revenues (Sources)</b>					
General Purpose Funding (excluding Rates)	4,415,287	4,415,287	1,117,444	593,608	523,836
Governance	94,283	94,283	14,474	220,684	(206,210)
Law, Order And Public Safety	251,007	251,007	47,754	21,643	26,111
Health	80,532	80,532	18,379	13,488	-
Education and Welfare	150,337	150,337	37,395	13,747	23,648
Housing	3,837,429	3,837,429	1,045,704	57,434	988,270
Community Amenities	12,000,193	12,000,193	4,294,086	3,774,809	519,277
Recreation And Culture	9,895,765	9,933,355	2,541,053	2,052,175	488,878
Transport	22,640,687	22,640,687	5,387,571	5,259,324	128,247
Economic Services	1,294,988	1,414,988	365,612	497,645	(132,033)
Other Property And Services	60,100	60,100	8,549	23,240	(14,691)
	54,720,608	54,878,198	14,878,021	12,527,797	2,350,224
<b>Expenses (Applications)</b>					
General Purpose Funding	(502,566)	(502,566)	(130,353)	(102,244)	(28,109)
Governance	(2,249,738)	(2,259,738)	(877,240)	(973,643)	96,403
Law, Order And Public Safety	(1,753,954)	(1,753,954)	(478,401)	(247,474)	(230,927)
Health	(1,122,073)	(1,122,073)	(286,386)	(173,763)	(112,623)
Education and Welfare	(379,193)	(379,193)	(110,010)	(27,891)	(82,119)
Housing	(2,942,214)	(2,942,214)	(813,587)	(269,438)	(544,149)
Community Amenities	(9,708,738)	(9,709,302)	(2,525,378)	(1,704,958)	(820,420)
Recreation And Culture	(19,279,423)	(19,317,013)	(4,060,649)	(2,730,407)	(1,330,242)
Transport	(16,037,913)	(16,037,913)	(3,358,578)	(2,005,492)	(1,353,086)
Economic Services	(12,083,023)	(12,212,023)	(370,851)	(385,803)	14,952
Other Property And Services	792,620	792,620	(142,900)	354,082	(496,982)
	(65,266,215)	(65,443,369)	(13,154,333)	(8,267,030)	(4,887,303)
<b>Capital</b>					
<b>Revenue</b>					
Proceeds From Disposal Of Assets	5,926,756	5,926,756	1,813,756	880,518	933,238
Tsf From Aerodrome Reserve	5,173,492	5,173,492	1,122,873	0	1,122,873
Tsf From Air conditioning Reserve	0	0	0	0	-
Tsf From MSIS Reserve	0	0	0	0	-
Tsf From Walkington Theatre Reserve	0	0	0	0	-
Tsf From Royalties for Regions Reserve	18,066,500	18,066,500	2,907,000	0	2,907,000
Tsf From Plant Replacement Reserve	745,977	745,977	0	0	-
Tsf From Dampier Drainage Reserve	0	0	0	0	-
Tsf From Infrastructure Reserve	7,751,338	7,751,338	2,255,000	0	2,255,000
Tsf From Waste Management Res	1,302,865	1,302,865	0	0	-
Tsf From Housing Reserve	1,604,135	1,604,135	0	0	-
Tsf From Parks, Ovals & Rec Facilities	0	0	0	0	-
Tsf From Information Technology Res	0	0	0	0	-
Tsf From Public Open Space Reserve	1,198,000	1,198,000	0	0	-
New Loans Raised	19,521,304	19,521,304	0	0	-
Tsf From Restricted Cash Unspent Grants/Contributions	0	0	0	1,434,380	(1,434,380)
Repayments Of Self Supporting Loans	5,601	5,601	2,756	2,678	-
Repayments Of Interest Free Loans To	101,536	101,536	1,884	1,884	-

Local Groups

61,397,504      61,397,504      8,103,269      2,319,460      5,783,809

**Shire Of Roebourne**  
**Statement Of Financial Activity**  
**for the period 1 July 2010 to 30 September 2010**

	Original Budget	Amended Budget	Year to Date Amended Budget	Year To Date Actual	\$10,000 or more
	\$	\$	\$	\$	\$
<b>Expenses</b>					
Purchase Of Assets - Land	(2,389,000)	(2,389,000)	(1,389,000)	(1,388,075)	-
Purchase Of Assets - Artwork	0	0	0	0	-
Purchase Of Assets - Buildings	(32,680,244)	(32,680,244)	(3,148,854)	(3,354,406)	205,552
Purchase Of Assets - Equipment	(536,890)	(536,890)	(491,791)	(32,592)	(459,199)
Purchase Of Assets - Furniture & Equip	(616,570)	(598,570)	(273,922)	(54,522)	(219,400)
Purchase Of Assets - Plant	(5,588,351)	(5,606,351)	(3,077,301)	(483,984)	(2,593,317)
Purchase Of Assets - Infrastructure	(22,197,855)	(22,197,855)	(4,841,717)	(1,949,066)	(2,892,651)
Loan Principal Repayments	(1,835,380)	(1,835,380)	(466,099)	(466,100)	-
Tsf To Aerodrome Reserve	(287,295)	(287,295)	(71,823)	(138,478)	66,655
Tsf To Air conditioning Reserve	0	0	0	0	-
Tsf To Dampier Drainage Reserve	(732)	(732)	(183)	(225)	-
Tsf To Plant Replacement Reserve	(41,356)	(41,356)	(10,338)	(11,695)	-
Tsf To Walkington Theatre Reserve	(98)	(98)	(24)	(43)	-
Tsf To Royalties for Regions Reserve	(400,000)	(400,000)	(99,999)	(9,940)	(90,059)
Tsf To Workers Compensation Res	(24,128)	(24,128)	(6,033)	(10,501)	-
Tsf To Infrastructure Reserve	(918,136)	(918,136)	0	(127,177)	127,177
Tsf To Waste Management Reserve	(407,623)	(407,623)	(30,519)	(66,108)	35,589
Tsf To Housing Reserve	(1,488,162)	(1,488,162)	(49,542)	(14,243)	(35,299)
Tsf To Parks, Ovals & Rec Facilities Res	0	0	(42)	0	-
Tsf To Aged Persons Home Reserve	(1,345)	(1,345)	(336)	(688)	-
Tsf To Information Technology Reserve	0	0	0	0	-
Tsf To Junior Sport Reserve	(1,542)	(1,542)	(387)	(784)	-
Tsf To Public Open Space Reserve	(12,355)	(12,355)	(3,045)	(19,895)	16,850
Tsf To Mosquito Control Reserve	(537)	(537)	(9)	(21)	-
Tsf To History & Cultural Publications Reserve	(1,090)	(1,090)	(273)	(474)	-
Tsf To Underground Power Reserve	(3,985,345)	(3,985,345)	0	0	-
Tsf To Medical Services Assistance Package Reserve	(7,654)	(7,654)	(1,914)	(2,315)	-
Interest Free Loan Principal	0	0	0	0	-
Tsf of Unbudgeted Muni Restricted Cash	0	0	0	(1,434,380)	1,434,380
Income Set Aside As Restricted Funds	0	0	0	0	-
	(73,421,688)	(73,421,688)	(13,963,151)	(9,565,710)	(4,397,441)
<b>Adjustment For Non Cash Items</b>					
Depreciation	7,798,569	7,798,569	826,365	0	
Amounts Set Aside To Provisions	(200,000)	(200,000)	0	0	
Accrued Loan Interest	0	0	0	(234,685)	
Accrued Salary & Wages	0	0	0	(69,622)	
(Profit) / Loss On Disposal Of Assets	(3,506,519)	(3,506,519)	(1,019,032)	0	
	4,092,050	4,092,050	(192,667)	(304,306)	
<b>Surplus Brought Forward 1 August</b>	0	0	0	0	

<b>Amount Raised From Rates</b>	18,477,741	18,477,741	18,158,972	18,001,226	157,746
<b>Surplus / (Deficit)</b>	<b>0</b>	<b>(19,564)</b>	<b>13,830,111</b>	<b>14,711,436</b>	

This statement is to be read in conjunction with the accompanying notes.

Operating revenue is under the year to date budget by \$2,350,224 which represents a variance of 15.80%.

Operating Expenditure is under the year to date budget by \$4,887,303 which represents a variance of 37.15%.

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 the above variances.

General Purpose Funding

*Revenue*

Revenue down 46.88% (\$523,836) due to additional interest on reserves Term Deposits brought to account to September 2010 with Interest payable at maturity in September & October on Royalty for Regions Funds \$31,948 higher than expected. Government Financial Assistance Grants budgeted to be received for the first quarter in September not received until October (\$612,888). Interim rates & Instalment notices issued were \$66,811 higher than budgeted for the first quarter.

*Expenditure*

Expenditure is showing a variance down of 21.56% (\$28,109) which is due to lower than expected Administration costs allocated (\$32,495) and higher than expected bank charges YTD of \$10,650.

Governance

*Revenue*

Revenue is up 1424.69% (\$206,210) which is due to Pilbara to Parliament Income of \$197,045 and \$10,688 for Reimbursements/Commissions/Rebates Received to September not budgeted.

*Expenditure*

Expenditure is up 10.99% (\$96,403) which is due to:

- 1) \$179,240 down on Non-Statutory Donations Budgeted Year to Date September
- 2) \$123,810 down on Executive Services Office & Project Expenses, still to be completed.
- 3) \$108,222 down on IT Software, Network Expenses, and Main Computer System upgrade due to work still to be completed in November.
- 4) \$59,011 down on Karratha Admin Building costs
- 5) \$33,889 down on Employment Costs Strategic Projects, due to Project Manager vacancy
- 6) \$27,386 down on Employment Costs Executive due to vacancies, Exec PA, HR Officer
- 7) \$556,977 up on Administration costs allocated
- 8) \$71,013 up on Employment Costs Corporate Services due to 12 month leave entitlement paid in July

Law, Order and Public Safety

*Revenue*

Revenue is down by 54.68% (\$26,111) which is due to RTO grants for Community Safety \$20,000 not yet received as Budgeted for September.

Expenditure is down 48.27% (\$230,927) which is due to:

- 1) \$46,596 down on Anti Graffiti Initiatives Budget spread evenly over the year

- 2) \$91,890 August to September Budget unspent on Cyclone Hazard removal costs to be reforecast for later in the Year i.e. October to November
- 3) \$15,000 down on Depreciation
- 4) \$10,335 down on Karratha SES Building Costs YTD – FESA operating grants received Oct.

### Health

#### *Revenue*

Revenue is down by 26.61% (\$4,891) which is due to income received on Health Premises & Stallholder Fees & charges.

#### *Expenditure*

Expenditure is down 39.33% (\$112,623) which is due to:

- 1) \$10,413 down on MSIS Employment & Office costs – position currently vacant
- 2) \$20,835 MSIS Retention payments lower than budgeted
- 3) \$52,542 down on Compliance Auditing & Inspections to occur in second quarter

### Education and Welfare

#### *Revenue*

Revenue is showing a variance of down 63.24% (\$23,648) which was due to Freemasons Aged person unit contribution not yet received. Also yearly contribution not yet received for Early Learning Specialist Scholarship (\$13,749).

#### *Expenditure*

Expenditure is showing a variance of down 74.65% (\$82,119) which is due to:

- 1) \$19,661 down on Early Learning Specialist Scholarship expenses as income not yet received
- 2) \$25,928 down on Day Care Buildings costs
- 3) \$57,841 down on KELT project expenses to occur early 2011

### Housing

#### *Revenue*

Revenue is showing a variance down of 94.51% (\$988,270) due to Disposal & Profit not yet recorded in asset register on sale of Harding Way Units. Proceeds have been received in August.

#### *Expenditure*

Expenditure is down 66.88% (\$544,149) which is due to:

- 1) \$23,550 up on Leased Housing due to paid in advance
- 2) \$33,522 down on Interest expense on Staff Housing Loans due to 09/10 accrual
- 3) \$58,214 down on Staff Housing Op Costs Year to Date
- 4) \$112,887 down on Depreciation YTD not yet posted
- 5) \$399,489 down on allocation of Staff Housing costs

### Community Amenities

#### *Revenue*

Revenue has a variance down of 12.09% (\$519,277) mainly due to:

- 1) \$91,028 up on Domestic Refuse Collection Fees.
- 2) \$122,894 up on Industrial/Commercial Refuse collection Fees
- 3) \$42,541 up on Town Planning Fees
- 4) \$367,181 down on Industrial/Commercial Refuse disposal Fees
- 5) \$254,330 down on Liquid Waste disposal fees
- 6) \$25,711 down on Hazardous Waste disposal fees
- 7) \$25,136 down on Income from Recycling
- 8) \$15,000 down on Litter Initiatives Funding
- 9) \$10,000 down on Contributions Economic Development from RDA

### *Expenditure*

Expenditure is showing a variance down of 32.49% (\$820,420). The main variances are as follows:

- 1) \$ 152,781 down on Litter Control – reduced staff numbers
- 2) \$109,723 down on Domestic Refuse Collection – vacant positions in this area
- 3) \$100,560 down on Depreciation not yet posted for waste collection & landfill ops
- 4) \$93,039 down on Town Planning Office Expenses – Staff Development not yet spent
- 5) \$66,272 down on Recycling
- 6) \$60,501 down on Local Planning Strategy/Policy Development – Not yet started
- 7) \$46,589 down on Refuse Site Maintenance & Refuse Site 7 Mile
- 8) \$34,464 down on Economic Development Employment Costs
- 9) \$32,323 down on Drainage Maintenance Costs
- 10) \$ 28,252 down on Economic Development Prospectus Project
- 11) \$16,286 down on Karratha City of the North Expenses

### Recreation and Culture

#### *Revenue*

Revenue has a variance down of 19.24% (\$488,878). The variance is due to:

- 1) \$280,542 down on Grants & Contributions-Ovals not yet received from Dept Education
- 2) \$176,000 down on Grant & Contributions-Playground Structures Not yet Received
- 3) \$23,500 down on Contribution to Cossack Art Prizes
- 4) \$19,623 down on Special Youth Projects Income not received til October
- 5) \$17,998 down on KAC Merchandise Sales due to Pool Closure for Refurbishment
- 6) \$15,000 down on Community Bus (Public Transport Project – 60k 10/11)
- 7) \$38,406 up on KEC Programme Income – Attendance has been better than expected.
- 8) \$13,600 up on Grant unbudgeted Received for Community Heritage NLA

#### *Expenditure*

Expenditure has a variance of down 32.76% (\$1,330,242). The main variances are as follows:

- 1) \$124,565 down on Administration Allocated to KEC, RAC, Cossack, KAC, Recreation
- 2) \$116,608 down on Employment Costs – KAC & KEC & RAC (KAC Closed til Nov, training being completed for permanent employees)
- 3) \$117,980 down on Oval Mtce
- 4) \$100,062 down on Hard-court Mtce – Ongoing
- 5) \$97,192 down on Parks & Gardens Mtce – due to staff shortages
- 6) \$57,356 down on Karratha Entertainment Centre Expenses
- 7) \$52,445 down on Cossack Operating Expenses
- 8) \$53,610 down on Playground Maintenance
- 9) \$50,449 down on Effluent Tank Mtce – further works pending
- 10) \$50,001 down on Roebourne Pool Contrib. to Building Assets
- 11) \$47,822 down on Open Space/ Drain Reserve Mtce
- 12) \$44,841 down on KAC Building Mtce – currently closed for Project
- 13) \$41,784 down on NAIDOC week expenses – remaining wont be expended til June-11
- 14) \$41,558 down on Special Youth Projects Expense
- 15) \$30,000 down on Review of Karratha Library Operations, to appoint consultant in October and complete by Feb-11.
- 16) \$26,453 down on Contribution to Walkington Theatre paid September
- 17) \$23,990 down on Karratha Library Contribution – September not paid until October
- 18) \$20,202 down on Roebourne Aquatic Centre Expenses
- 19) \$21,670 down on Community Bus (Public Transport Project)
- 20) \$11,409 down on Interest on Loan repayments Cossack Infrastructure – due to 09/10  
Accrual Reversal
- 21) \$15,000 down on Contribution to St Luke's Oval
- 22) \$10,258 down on Boat Ramp Maintenance

- 23) \$142,708 up on Employment Costs Recreation & Community Development (offsets above Centres)
- 24) \$52,175 up on Dampier Pavilion Building
- 25) \$16,057 up on Roebourne Race Track expenses as completed additional car park & track surface prep works.
- 26) \$13,000 up on Jaburara Heritage Trail

### Transport

#### *Revenue*

Revenue shows a variance down of 2.38% (\$128,247). The main variances are as follows:

- 1) \$553,498 down on Karratha Airport income (including leases) due to timing on Sep-10 Invoice raised in Oct – timing of landing data availability.
- 2) \$250,984 up on Road to Recovery Project Grants Year To Date
- 3) \$147,744 up on Local Govt Road Grants – Timing Difference as Budget Spread evenly over year; 35% of Total Year Budget received in first quarter.
- 4) \$110,295 up on Tien Tsin Inne income
- 5) \$78,961 on sale of assets not yet realised as budgeted

#### *Expenditure*

Expenditure has a variance of down 40.29% (\$1,353,086). The main variances are due to depreciation on infrastructure assets not yet applied and as follows:

- 1) \$261,376 down on Karratha Terminal Building Mtce
- 2) \$159,018 down on Interest on Loan – Karratha Airport – due to reversal of 09/10 year 30 June Interest Accrual YTD
- 3) \$110,267 down on Airside Mtce
- 4) \$72,340 down on Footpath Mtce
- 5) \$65,978 down on Traffic Signs & Control costs
- 6) \$68,024 down on Airport Employment costs
- 7) \$41,248 down on Street Lights-Electricity
- 8) \$39,732 down on TTI Kiosk Expenses
- 9) \$37,927 down on Pastoral Access Rd Mtce
- 10) \$30,000 down on Consultants required for studies not yet spent for Quarter
- 11) \$29,671 down on Landside Mtce
- 12) \$28,891 down on Airport office expenses
- 13) \$27,909 down on Street Tree Mtce Costs
- 14) \$26,395 down on Airport Security Costs
- 15) \$24,741 down on Reseal Roads Expenses
- 16) \$21,692 down on TTI Bar expenses
- 17) \$20,000 down on planned Greening of Main Streets Costs
- 18) \$15,000 down on Crossover Contributions
- 19) \$29,276 up on TTI Employment costs
- 20) \$43,770 up on Town Street Mtce
- 21) \$77,307 up on sheeting roads begun first quarter while budgeted evenly over year.

### Economic Services

#### *Revenue*

Revenue has a variance up of 36.11% (\$132,033). The variance is mainly due to Building Licence fees up on budget by \$20,456 and Receipt of Unbudgeted \$145,000 Contribution to Enhancement of Camping Grounds at 40 Mile from Apache yet to be utilised. Increased Camping Fees at 40 Mile Beach have been received year to date.

#### *Expenditure*

Expenditure has a variance up of 4.03% (\$14,952) due to Overrun in employment costs Building less Underspend in Contributions paid to Tourist Bureau(September not yet paid).

### Other Property and Services

### *Revenue*

Revenue has a variance up of 171.85% (\$14,691) which is mainly due to income not yet received from Private works in budget & Insurance settlement received not budgeted.

### *Expenditure*

Expenditure has a variance down of 157.20% (\$339,523). This is mainly due to:

- 1) \$60,299 down on plant costs & allocations – over allocated as per Plant Reserves transfer.
- 2) \$336,051 down on Employment costs due to vacancies in Waste Management & Works
- 3) \$21,494 down on Tech Serv – Design & Investigations
- 4) \$19,694 down on Works Office Expenses
- 5) \$20,000 down on Asset Management costs Monthly Budget

### Capital

#### *Revenue*

Capital Revenue shows a variance down of 71.38% (\$5,783,809) - no Transfers from Reserves are have occurred Year to Date against Budgeted \$6,284,873 (Royalties for Regions & Infrastructure). This has been offset by 09/10 Unspent Restricted Cash brought in. Proceeds from disposal of assets are down by \$933,238 Year to Date against Budget (the Harding Way Units settled in August has been the only Sale recorded to date).

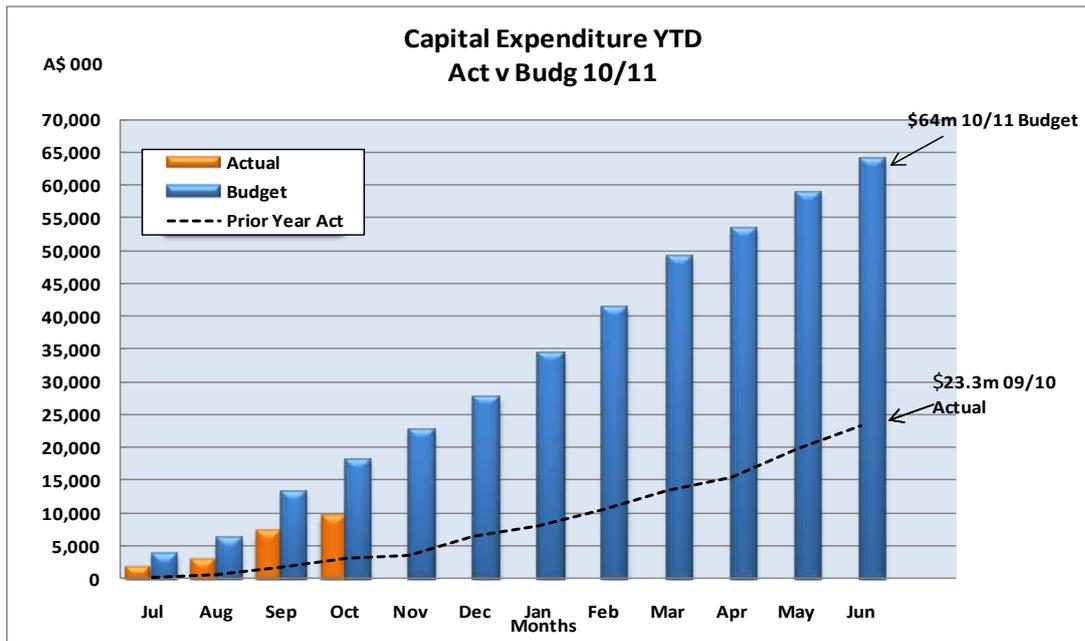
### Capital

#### *Expenditure*

Capital expenditure shows a variance of down 31.49% (\$4,397,441). This is mainly due to expense being down in the following areas:

- 1) \$1,894,167 Infrastructure Airport Projects - underspent on Car park Year to Date as Expenditure out of sync with Budgeted Months, Reforecast in Budget Review.
- 2) \$955,618 down on Baynton West & Bulgarra Family Centre Buildings – Forecast to occur from Nov.
- 3) \$884,279 down on Various Plant & Equip/vehicle Purchases planned for September – Orders starting to be placed, Tech Services, Daycare Centres, Executive & Admin, Town planning, Health & Safety
- 4) \$648,370 on Playground Structures against Budgeted Expenditure Months to occur from Oct
- 5) \$513,424 Parks – Infrastructure – Cattrall Park Upgrade \$2.2m project not yet commenced (architecture only year to date, yet budget spread evenly over the year)
- 6) \$1,162,000 Roads – Plant Purchases Various – Budgeted all plant to be purchased in Sep & Mar only \$85k ordered YTD
- 7) \$452,063 Landfill Operations– 7 Mile Liquid Waste Pond Redevelopment & Weighbridge (\$537k Oct) now ordered but budgeted evenly over the year – In Budget Review.
- 8) \$220,266 down on Waste Compactor moved to operating hire rather than capital in Budget Review
- 9) \$187,957 down YTD September on KAC Refurb, to be complete in Nov
- 10) \$186,246 on Public Toilets & Recreation Projects –underspent ytd on Portable toilet blocks & Bulgarra Precinct-Electrical Upgrade (POs raised August/Sep \$88.4k)
- 11) \$182,180 down on Purchase Plant YTD – Vehicle & Plant Depot, order has been placed for \$182k
- 12) \$112,350 Beaches – Infrastructure – John’s Creek boat ramp car park extension
- 13) \$112,500 Community Safety – Infrastructure – Entry Statement Projects – In Design Stage
- 14) \$107,960 down on Purchase Plant for Parks & Gardens – (order has been placed for 42k Oct)
- 15) \$83,364 Footpaths – Infrastructure – Commencing November
- 16) \$69,793 Furniture & Equipment Purchases – Corporate Services, Computers
- 17) \$68,332 Community Safety – Infrastructure – CCTV & Security purchases
- 18) \$56,111 Plant & Equipment Purchases – KEC,KAC and Cossack behind budget
- 19) \$30,500 TTI - Furniture & Equipment

- 20) \$17,461 RAC - Purchase of Equipment order not placed until October
- 21) \$13,644 down on Karratha Youth Centre – Buildings – Project has commenced
- 22) \$1,472,560 up on Karratha Airport Baggage Handling System Project due to timing difference on expenditure. Total Budget of \$2.5M was spread evenly over the Year in Synergy. The baggage handling project capital has been committed in the first part of 10/11 Year and has been forecast in Budget Review.
- 23) \$303,225 up on Upgrade Effluent Systems (63% of Total Year Budget has been spent)
- 24) \$215,702 Town Beautification projects – Pt Samson Entry Statement ahead of budget ytd work down in September
- 25) \$120,913 up on Transfer to Reserves for 09/10 Interest Reversal brought to account to Sept
- 26) \$10,694 up on Teesdale Housing Improvements.



Rates

Variance shown is down (\$157,756) YTD after Annual Rates Notices Issued in August 2010.

**Shire Of Roebourne**  
**Statement Of Financial Activity**  
**for the period ending 30 September 2010**

**Note 1. Net Current Assets**

	Note	Year To Date Actual \$	Brought Forward 1 August \$
<b>Current Assets</b>			
Cash and Cash Equivalents - Unrestricted		7,418,101	256,567
Net Trust Liabilities in Muni		(41,213)	(0)
Trust - ATM Floats		14,499	-
Trust - Medical Services Incentive Services		8,843	-
Cash and Cash Equivalents - Restricted - LSL & R4R		344,007	344,007
Cash and Cash Equivalents - Restricted - Reserves	2	62,080,546	57,163,625
Cash - Restricted Unspent Grants/Contributions	1	1,283,642	
Cash - Restricted Unspent Loans	1	942,220	
Trade and Other Receivables	3	10,573,388	5,261,716
Land held for Resale - Development Costs		217,625	
Inventories		276,446	692,546
Total Current Assets		83,118,105	63,718,460
<b>Current Liabilities</b>			
Trade and Other Payables		1,753,532	6,210,829
Bank Overdraft		0	0
Current Portion of Long Term Borrowings		1,355,490	-
Current Portion of Provisions		2,125,167	-
Total Current Liabilities		5,234,188	6,210,829
<b>Net Current Assets</b>		77,883,917	57,507,631
<b>Plus (Minus) Items To Be Excluded</b>			
Take Out Reserve Funds		(62,080,546)	(57,163,625)
Take Out Fully Restricted Cash (Grants/Contributions)		(3,286,365)	
Take Out Fully Restricted Cash (Loans)		(942,220)	
Take Out Restricted Cash (LSL)		(344,007)	(344,007)
Add Back Non Cash Provisions		2,125,167	
Add Back Current Borrowings		1,355,490	
<b>Net Current Asset Position</b>		14,711,436	(0)

Note Explanation:

1) Includes amounts received for:	
- unspent loan monies	942,220
- PDC Hydrology Grant	40,000
- Waterways Grant-St Luke's Oval	45,455
- Roebourne Enhancement Scheme	331,950

- Roebourne Community Recreation Assoc inc

23,024

1,382,649

**Shire Of Roebourne**  
**Statement Of Financial Activity (con't)**  
**for the period ending 30 September 2010**

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

3) Includes amounts invoiced for:

- Alliance Airlines Pty Ltd	114,157
- BHP Billiton Iron Ore Pty Ltd	28,047
- Bristow Helicopters	39,133
- Carr Civil Contracting	115,401
- Cobham Aviation Services	318,410
- Fortescue Metals Group Ltd	22,000
- ISS Facility Services Resources	20,918
- Instant Waste Management	42,879
- Lyons & Peirce	106,178
- McMahon Services - Metal Com	49,012
- Ocean to Outback Contracting	18,379
- Pilbara Iron Services	26,008
- Pilbara Regional Council	38,500
- Skywest Airlines Pty Ltd	223,648
- Tox Free (Karratha) Pty Ltd	298,444
- Transpacific Cleanaway	299,336
- Transpacific Industrial Solutions	29,560
- Virgin Blue Airlines Pty Ltd	266,557
- Woodside Burrup Pty Ltd	22,121
- Woodside Energy Ltd	92,131

Total Trade and Other Receivables (incl above) 5,249,551

Total Rates Debtors Outstanding 5,323,836

	<b>2010 August \$000's</b>	<b>2010 September \$000's</b>	<b>Change %</b>
	<b>Non Rate Debtors</b>		
<b>Current</b>	2,482,995	4,112,254	166%
<b>&gt; 30 Days</b>	738,604	806,717	109%
<b>&gt; 60 Days</b>	366,215	192,630	53%
<b>&gt; 90 Days</b>	213,591	332,140	156%
<b>Total</b>	<b>3,801,405</b>	<b>5,443,741</b>	<b>143%</b>
	<b>Rates/Sanitation Debtors</b>		
<b>Total</b>	<b>7,783,068</b>	<b>5,323,836</b>	<b>32%</b>

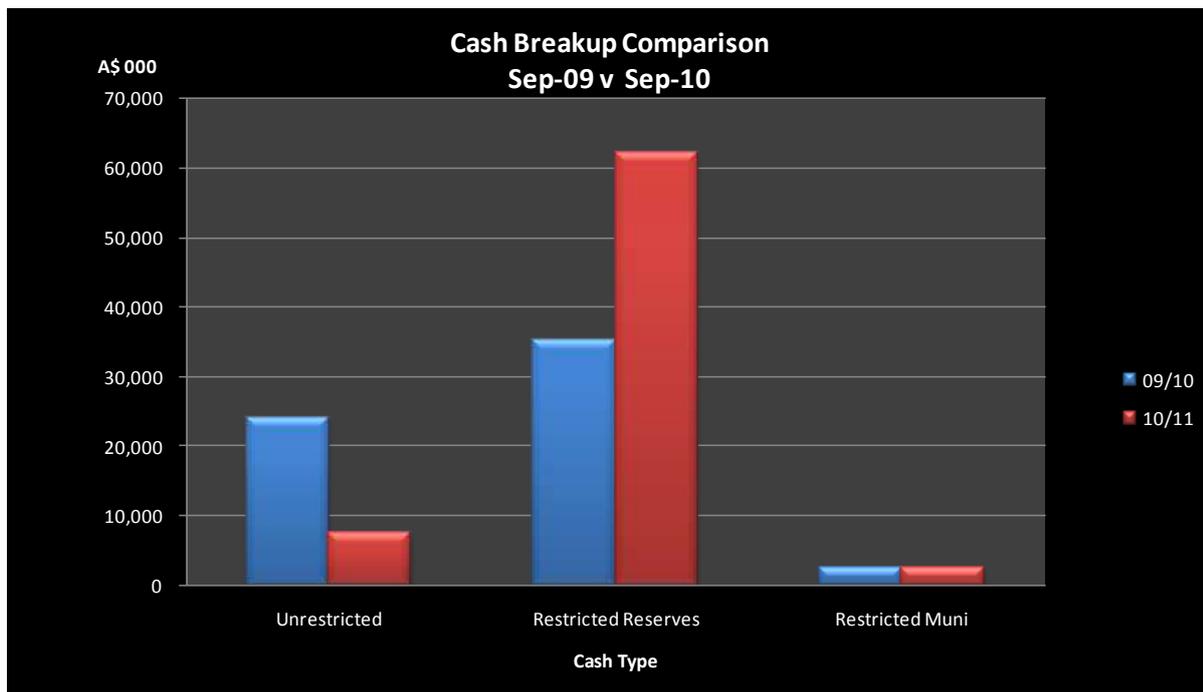
**Shire Of Roebourne**  
**Balance Sheet**  
**for the period ending 30 September 2010**

<b>Note 2: Balance Sheet</b>	<b>2010/11</b>
	<b>\$</b>
<b>Current Assets</b>	
Cash On Hand	89,790
Cash and Cash Equivalents - Unrestricted	9,554,174
Cash and Cash Equivalents - Restricted (Trust)	1,206,068
Cash and Cash Equivalents - Restricted	62,424,553
Trade and Other Receivables	10,662,826
Inventories	494,071
<b>Total Current Assets</b>	<u>84,431,482</u>
<b>Non Current Assets</b>	
Trade and Other Receivables	97,332
Infrastructure	67,748,307
Property, Plant And Equipment	76,023,471
<b>Total Non Current Assets</b>	<u>143,869,110</u>
<b>Total Assets</b>	<u>228,300,593</u>
<b>Current Liabilities</b>	
Bank Overdrafts	0
Trade and Other Payables	1,753,532
Trust Liabilities	1,223,939
Short Term Borrowings	1,355,490
Short Term Provisions	2,125,167
<b>Total Current Liabilities</b>	<u>6,458,127</u>
<b>Non Current Liabilities</b>	
Long Term Borrowings	16,367,024
Long Term Provisions	167,490
<b>Total Non Current Liabilities</b>	<u>16,534,514</u>
<b>Total Liabilities</b>	<u>22,992,641</u>
<b>Net Assets</b>	<u><u>205,307,952</u></u>
<b>Equity</b>	
Accumulated Surplus	131,546,396
Asset Revaluation Reserve	11,681,010
Reserves	62,080,546
<b>Total Equity</b>	<u><u>205,307,952</u></u>

**Shire Of Roebourne**  
**Statement Of Financial Activity**  
**for the period ending 30 September 2010**

**Note 3: Cash and Cash Equivalents**

	\$
<b>Municipal Fund Bank</b>	
Cash On Hand	89,790
Westpac on call	3,299,869
Term deposits – Westpac / WATC	7,460,373
	<u><b>10,850,032</b></u>
<b>Reserves Fund Bank</b>	
Westpac on call & Term Deposits	62,080,546
Westpac -Maxi Reserve	344,007
	<u><b>62,424,553</b></u>
<b>Total Cash</b>	<u><u><b>73,274,585</b></u></u>



## Shire Of Roebourne

### Statement Of Financial Activity

#### by Divisions by Activities

#### for the period ending 30 September 2010

#### Note 4

	2010/2011 Budget	2010/2011 Amended	2010/2011 Year To Date Amended Budget	2010/2011 Actual To Date
	\$	\$	\$	\$

Note: Material Variance is Year to Date Amended Budget to Year to Date Actual ( => 10% or => \$10,000)

#### CORPORATE SERVICES

Net (Cost) Revenue to Council for Rates	18,303,399	18,303,399	18,124,299	18,053,952
Net (Cost) Revenue to Council for General Revenue	1,981,744	1,981,744	751,470	40,627
Net (Cost) Revenue to Council for Corporate Services	1,290,826	1,290,826	348,630	(242,575)
Net (Cost) Revenue to Council for Project Management	(111,850)	(111,850)	(102,890)	(39,323)
Net (Cost) Revenue to Council for Information Services	(536,389)	(536,389)	(220,688)	(106,906)
Net (Cost) Revenue to Council for Television & Radio Services	(19,690)	(19,690)	(6,762)	(838)
Net (Cost) Revenue to Council for Members of Council	(458,706)	(458,706)	(245,762)	(219,842)
Net (Cost) Revenue to Council for Emergency Services	31,666	31,666	864	(243)
Net (Cost) Revenue to Council for Cossack Infrastructure Project	(1)	(1)	0	11,409
Net (Cost) Revenue to Council for Executive Admin	(1,852,577)	(1,852,577)	(521,143)	(124,186)

#### COMMUNITY SERVICES

Net (Cost) Revenue to Council for Cossack Art Awards	(54,493)	(54,493)	375	(26,930)
Net (Cost) Revenue to Council for Tourism/Visitors Centres	(499,139)	(499,139)	(119,784)	(79,856)
Net (Cost) Revenue to Council for Aged Persons Housing	(62,168)	(62,168)	(12,194)	(1,581)
Net (Cost) Revenue to Council for Youth Development	(169,250)	(169,250)	(37,780)	(2,882)
Net (Cost) Revenue to Council for Other Culture	(163,919)	(163,919)	(30,396)	(19,594)
Net (Cost) Revenue to Council for Community Development	(848,311)	(848,311)	(214,220)	(219,657)
Net (Cost) Revenue to Council for Walkington Theatre	(354,777)	(354,777)	(112,694)	(86,241)
Net (Cost) Revenue to Council for Community Sponsorship	(650,211)	(669,211)	(265,946)	(69,937)
Net (Cost) Revenue to Council for Community Safety	(419,905)	(419,905)	488,982	(28,686)
Net (Cost) Revenue to Council for Daycare Centres	(80,781)	(80,781)	(113,303)	(11,005)
Net (Cost) Revenue to Council for Child Health Clinics	(201,032)	(201,032)	(46,412)	(17,539)
Net (Cost) Revenue to Council for Karratha Entertainment Centre	(1,457,533)	(1,457,533)	(389,899)	(223,117)
Net (Cost) Revenue to Council for Karratha Aquatic Centre	(859,140)	(859,140)	(1,128,479)	(792,202)
Net (Cost) Revenue to Council for Roebourne Aquatic Centre	(186,505)	(186,505)	(205,427)	(79,758)
Net (Cost) Revenue to Council for Libraries	(1,219,486)	(1,219,486)	(325,589)	(225,450)
Net (Cost) Revenue to Council for Cossack Operations	(494,211)	(494,211)	(165,231)	(84,825)
Net (Cost) Revenue to Council for Ovals & Hardcourts	376,147	376,147	1,877,000	(266,709)
Net (Cost) Revenue to Council for Karratha Bowling & Golf	(352,745)	(352,745)	(93,526)	(100,362)
Net (Cost) Revenue to Council for Pavilions & Halls	(721,670)	(721,670)	60,037	984,113
Net (Cost) Revenue to Council for Recreation Projects	(2,417,762)	(2,417,762)	(318,607)	(195,152)
Net (Cost) Revenue to Council for Playgrounds	(254,434)	(254,434)	(667,110)	(141,130)
Net (Cost) Revenue to Council for Medical Services	(105,930)	(105,930)	(26,753)	(2,724)
Net (Cost) Revenue to Council for Other Buildings	(288,353)	(288,353)	(75,295)	(11,574)
Net (Cost) Revenue to Council for Karratha Youth Centre	0	0	966,250	(20,818)
Net (Cost) Revenue to Council for Leisure & Learning Precinct	259,975	259,975	(62,007)	(4,166)
Net (Cost) Revenue to Council for Economic Development	(228,838)	(228,838)	(67,929)	(909)

Net (Cost) Revenue to Council for Ranger Services	(1,399,565)	(1,399,565)	(426,195)	(273,090)
Net (Cost) Revenue to Council for Camping Grounds	30,090	30,090	41,000	192,171

## Shire Of Roebourne

### Statement Of Financial Activity (con't)

#### by Divisions by Activities

for the period ending 30 September 2010

	2010/2011 Budget	2010/2011 Amended	2010/2011 Year To Date Amended Budget	2010/2011 Actual To Date
	\$	\$	\$	\$
<b>DEVELOPMENT SERVICES</b>				
Net (Cost) Revenue to Council for Building Control	399,417	399,417	105,801	29,549
Net (Cost) Revenue to Council for Health Services	(565,612)	(565,612)	(138,853)	(129,289)
Net (Cost) Revenue to Council for Town Planning	(1,297,372)	(1,297,372)	(455,449)	(146,364)
<b>TECHNICAL SERVICES</b>				
Net (Cost) Revenue to Council for Staff Housing	(3,046,529)	(3,046,529)	(993,615)	(914,447)
Net (Cost) Revenue to Council for Waste Collection	(1,208,429)	(1,208,429)	878,611	1,342,886
Net (Cost) Revenue to Council for Landfill Operations	2,954,795	2,954,231	618,829	674,478
Net (Cost) Revenue to Council for Public Services Overheads	0	0	(16,176)	191,190
Net (Cost) Revenue to Council for Waste Overheads	0	0	(22,417)	318,530
Net (Cost) Revenue to Council for Depots	(287,186)	(287,186)	(82,486)	(116,685)
Net (Cost) Revenue to Council for Vehicles & Plant	2,872,365	2,872,365	(221,937)	(131,036)
Net (Cost) Revenue to Council for Roads & Streets	(3,707,301)	(3,707,301)	(1,674,541)	(242,152)
Net (Cost) Revenue to Council for Parks & Gardens	(2,325,140)	(2,325,140)	160,825	(230,639)
Net (Cost) Revenue to Council for Drainage	(285,843)	(285,843)	(73,962)	(39,062)
Net (Cost) Revenue to Council for Footpaths & Bike Paths	(417,805)	(417,805)	(188,538)	(32,834)
Net (Cost) Revenue to Council for Effluent Re-Use Scheme	(543,975)	(543,975)	(269,104)	(521,880)
Net (Cost) Revenue to Council for Cemeteries	(55,176)	(55,176)	(13,887)	(11,227)
Net (Cost) Revenue to Council for Public Toilets	(436,010)	(436,010)	(165,237)	(122,117)
Net (Cost) Revenue to Council for Beaches, Boat Ramps, Jetties	(91,007)	(91,007)	(148,137)	(18,234)
Net (Cost) Revenue to Council for Roebourne Enhancement Scheme	0	0	0	0
Net (Cost) Revenue to Council for Town Beautification	(1,482,125)	(1,482,125)	(449,637)	(612,802)
Net (Cost) Revenue to Council for Private Works & Reinstatements	1,589	1,589	396	(777)
Net (Cost) Revenue to Council for Works Overheads	0	0	(151,294)	395,236
Net (Cost) Revenue to Council for Parks & Gardens Overheads	0	0	(14,676)	255,331
Net (Cost) Revenue to Council for Karratha Airport	3,734,595	3,734,595	708,128	160,755
Net (Cost) Revenue to Council for Tien Tsin Inne	375,284	375,284	62,131	232,038
Net (Cost) Revenue to Council for Other Airports	(17,011)	(17,011)	(3,593)	(930)
Net (Cost) Revenue to Council for Tech Services	248,784	248,784	(113,629)	(702,464)
Net (Cost) Revenue to Council for Tech Services Overheads	(624,784)	(624,784)	(164,328)	(173,777)



### 10.3 PURCHASE OF LAND - BAYNTON WEST

<b>File No:</b>	<b>CP.182</b>
<b>Attachment(s)</b>	<b>1. CONFIDENTIAL – Landcorp Allocation of Five Residential Lots</b> <b>2. Baynton West Staging Plan</b>
<b>Responsible Officer:</b>	<b>Executive Manager Corporate Services</b>
<b>Author Name:</b>	<b>Executive Manager Corporate Services</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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#### **REPORT PURPOSE**

To assess an opportunity to purchase Lots in Stages 5, 7 and 8A Baynton West.

#### **Background**

In September of this financial year Council purchased eight (8) lots within Stage 2 & 4B of Baynton West following an initial expression of interest by Landcorp in 2009. Landcorp has approached Council with the opportunity to purchase Lots in Stages 5, 7 and 8A Baynton West.

The 2010/11 Budget includes \$1,000,000 from Staff Housing Reserve allocated for the purchase of a further five (5) lots of land.

#### **Issues**

Landcorp has provided details of the lots allocated to Council in Baynton West Stages 5, 7 and 8A which are shown in the confidential attachments. Lot sizes range from 640 to 672sqm.

Sufficient Funds are available within the Staff Housing Reserve, as budgeted, for the procurement should Council resolve to purchase the five (5) lots allocated by Landcorp although this will require a budget amendment to reflect the total cost of lots allocated being \$1,207,000 representing \$207,000 expenditure in excess of budget estimates.

The commitment of purchasing lots would contractually commit Council to the construction of dwellings within a thirty (30) month period. The funding for the construction of these dwellings though is included in the current budget to be funded from the sale of older housing stock requiring significant refurbishments.

#### **Strategic**

Through a number of workshops/briefings Council has viewed a draft housing strategy that seeks to address issues of staff housing affordability and provision, as well as addressing the matter of ageing housing infrastructure. The draft strategy seeks to utilise prevailing market conditions to consider renewal as a viable option assessed against refurbishment. The table below provides an overview of the current status of the Draft Staff Housing Strategy and each component required in considering the future purchase of the Baynton West Lots.

DESCRIPTION	COST DRIVER	FUNDING REQUIREMENT	SOURCE
Purchase of 5 lots in Nickol West (price still to be determined, estimate utilised)	Estimate	\$1,000,000	Capital
Funding for the construction of 5 Dwellings - (Baynton West)	Market	\$2,750,000	Capital
Sale of Richardson Way (212 Richardson Way, 209A/209B Richardson Way, 201 Richardson Way 190 Richardson Way)	Market	-\$2,650,000	Disposal
Sale of 22 A & 22 B Frinderstein Way Pegs Creek	Market	-\$850,000	Disposal
Balance of Programme to be funded by Reserve	Reserve Transfer	\$457,000	Reserve

The Draft Housing Strategy is based upon the following key elements in providing solutions to address staff housing affordability.

- *Renewal of older housing inventory to preserve and improve assets. Council's Staff Housing Asset Management Strategy provides condition ratings against Council's Housing Inventory.*
- *Effective utilisation of development potential of current and future Council owned residential blocks.*
- *Investment in apartment/high rise developments to diversify Council's housing inventory.*

Funding for the construction of dwellings, should Council proceed to purchase the allocated Baynton West lots, is budgeted from the proceeds of sale of existing properties on Richardson Way and a duplex property on Frinderstein Way.

### Options

Council has the following options available:

1. Resolve to Purchase all 5 allocated Lots in Baynton West Stage 5, 7 and 8A Land Release in accordance with the Draft Housing Strategy. It should be noted that these purchases are dependent upon a number of the identified income sources in particular the sale of Richardson Way properties and Frinderstein Way Duplex;
2. Resolve to Purchase 4 Lots in Baynton West Stage 5, 7 and 8A Land Release to remain within the 2010/2011 allocated budget;
3. Resolve not to purchase any Lots in Baynton West Stage 5, 7 and 8A Land Release and advise Landcorp accordingly. This would provide the Shire with the opportunity to investigate other potential housing acquisitions (e.g.: apartment development or future land release opportunity's);
4. Consider alternative staff housing opportunities (ie through land purchase and other development opportunities).

### Policy Implications

There are no relevant policy implications pertaining to this matter.

### Legislative Implications

Section 6.8 of the Local Government Act 1995 Expenditure from municipal fund not included in the annual budget.

(1) A local government is not to incur expenditure from its

municipal fund for an additional purpose except where the expenditure —

(a) is incurred in a financial year before the adoption of the annual budget by the local government;

(b) is authorised in advance by resolution\*; or

(c) is authorised in advance by the mayor or president in an emergency.

*\* Absolute majority required.*

Council is currently seeking additional advice regarding the requirement to prepare a business plan in accordance with Section 3.57 of the Local Government Act (1995) in relation to the disposal of land.

### **Financial Implications**

Should Council wish to purchase all 5 allocated Lots in Baynton West Stage 5, 7 and 8A Land release a budget amendment of \$207,000 will be required.

If Council resolves to purchase 4 or fewer Lots in Baynton West Stage 5, 7 and 8A Land Release the purchase will fall within Council's 2010/2011 budget allocation.

A budget allocation of \$2,750,000 for the construction of 5 dwellings is included in the 2010/11 budget based on \$550,000 per dwelling, therefore construction of fewer than 5 dwellings will result in reduced capital expenditure.

### **Conclusion**

A review of Council Building Conditions and the development of maintenance and asset management plans is currently underway and due for completion in early 2011 which will enable Council to reevaluate its Staff Housing stock for future years.

In accordance with the draft housing strategy and 2010/11 budget, officers would recommend that Council consider the opportunity to purchase land which would allow Council flexibility in continuing to improve and diversify its housing stock.

Due to the higher than expected land values and lot sizes, officers would recommend that Council purchase 4 lots to accommodate the existing budget allocation. The original budget estimate was proposed to purchase 5 lots.

### **Voting Requirements**

Simple

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### **RECOMMENDATION**

**That Council resolves to purchase 4 Lots (596, 695, 881 and 213) in Baynton West Stages 5, 7 and 8A Land Release at a cost of \$969,500 (in accordance within the 2010/11 budget allocation) and advise Landcorp accordingly.**



**ATTACHMENT 2 – BAYNTON WEST STAGING PLAN (SEE ATTACHED)**



**10.4 PUBLIC TENDER - DISPOSAL OF LOT 5 VOLUME 2741 FOLIO 843, LOT 8 VOLUME 2741 FOLIO 846 AND LOT 11 VOLUME 2741 FOLIO 849 CLARKSON WAY**

<b>File No:</b>	<b>CP.2</b>
<b>Attachment(s)</b>	<b>Confidential Attachment - Evaluation &amp; Recommendation Report</b>
<b>Responsible Officer:</b>	<b>Executive Manager Corporate Services</b>
<b>Author Name:</b>	<b>Corporate Compliance Officer</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**REPORT PURPOSE**

To consider tenders received for the sale of Lot 5 Volume 2741 Folio 843, Lot 8 Volume 2741 Folio 846 and Lot 11 Volume 2741 Folio 849 Clarkson Way.

**Background**

Council resolved to dispose of Lot 5 Volume 2741 Folio 843, Lot 8 Volume 2741 Folio 846 and Lot 11 Volume 2741 Folio 849 Clarkson Way at its Ordinary Council meeting 19 July 2010 with net sale proceeds to be allocated to Council's housing reserve.

**Issues**

An Expression of Interest was called for local real estate agencies to submit quotes to hold the Public Tender on behalf of the Shire of Roebourne. Three quotes were received with Ray White being appointed to conduct the Public Tender process.

The submission period for Public Tenders closed 15 October 2010 with a total of nineteen (19) submissions being received for Lot 5 Volume 2741 Folio 843, Lot 8 Volume 2741 Folio 846 and Lot 11 Volume 2741 Folio 849 Clarkson Way.

**Options**

Council has the following options available:

1. To accept the recommendations of the Executive Manager Corporate Services.
2. To accept an alternative tender other than the recommendation of the Executive Manager Corporate Services.

**Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

s.3.58 – Local Government Act 1995 – Disposal of Property

(1) In this section –

dispose includes sell, lease, or otherwise dispose of, whether absolutely or not; property includes the whole or any part of the interest of a local government in property, but does not include money.

(2) Except as stated in this section, a local government can only dispose of property to –

- (a) The highest bidder at a public auction; or
- (b) The person who at public tender called by local government makes what is, in the opinion of the

local government, the most acceptable tender, whether or not it is the highest tender.

**Financial Implications**

As per the attached confidential report, the recommendation tenders exceed the market valuations received by Council for both properties.

**Conclusion**

The tender's process recommended for acceptance exceeds the Market Valuations obtained by Council in February.

It is recommended that Council endorse the recommendation of the Executive Manager Corporate Services

**Voting Requirements**

Simple.

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**RECOMMENDATION**

**That Council endorse the recommendation of the Executive Manager Corporate Services contained in the confidential evaluation report for the Sale by Public Tender of Lot 5 Volume 2741 Folio 843, Lot 8 Volume 2741 Folio 846 And Lot 11 Volume 2741 Folio 849 Clarkson Way.**

## 10.5 PUBLIC TENDER - 38 NELLEY WAY

<b>File No:</b>	<b>CP.2</b>
<b>Attachment(s)</b>	<b>Confidential Attachment - Evaluation &amp; Recommendation Report</b>
<b>Responsible Officer:</b>	<b>Executive Manager Corporate Services</b>
<b>Author Name:</b>	<b>Corporate Compliance Officer</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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### REPORT PURPOSE

To consider tenders received for the sale of 38 Nelley Way.

### Background

Council resolved to dispose of 38 Nelley Way at its Ordinary Council meeting 19 July 2010 with net sale proceeds to be allocated to Council's housing reserve.

### Issues

An Expression of Interest was called for local real estate agencies to submit quotes to hold the Public Tender on behalf of the Shire of Roebourne. Three quotes were received with Ray White being appointed to conduct the Public Tender process.

The submission period for Public Tenders closed 15 October 2010 with three (3) submissions being received for 38 Nelley Way.

### Options

Council has the following options available:

1. To accept the recommendations of the Executive Manager Corporate Services.
2. To accept an alternative tender other than the recommendation of the Executive Manager Corporate Services.

### Policy Implications

There are no relevant policy implications pertaining to this matter.

### Legislative Implications

s.3.58 – Local Government Act 1995 – Disposal of Property

(1) In this section –

dispose includes sell, lease, or otherwise dispose of, whether absolutely or not; property includes the whole or any part of the interest of a local government in property, but does not include money.

(2) Except as stated in this section, a local government can only dispose of property to –

- (c) The highest bidder at a public auction; or
- (d) The person who at public tender called by local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

**Financial Implications**

As per the attached confidential report, the recommended tender exceeds the market valuation received by Council for 38 Nelley Way.

**Conclusion**

The tender's process recommended for acceptance exceeds the Market Valuations obtained by Council in February.

It is recommended that Council endorse the recommendation of the Executive Manager Corporate Services

**Voting Requirements**

Simple.

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**RECOMMENDATION**

**That Council endorse the recommendation of the Executive Manager Corporate Services contained in the confidential evaluation report for the Sale by Public Tender of 38 Nelley Way be considered.**

## 10.6 FIRST QUARTERLY BUDGET REVIEW 2010/11

**File No:** BR10/11

**Attachment(s)** Budget Review Workshop Presentation, held on 26 Oct 10

**Responsible Officer:** Executive Manager Corporate Services

**Author Name:** Management Accountant

**Disclosure of Interest:** Nil

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### REPORT PURPOSE

A review of the 2010/11 budget has been completed. The attached report identifies accounts that are expected to have material or confirmed variances compared to the original or amended budget.

### Background

Council staff undertakes a review of the budget progress in February/March each year as a requirement of Regulation 33A of the Local Government (Financial Management) Regulations 1996. For the 2010/2011 Financial Year Council requested that the Management Team undertake two Budget Reviews. The first to be conducted after the First Quarter results for 2010/2011. Council's entire budget was reviewed as a result by the Council's management team. Once this was completed, the result of the Budget Review was presented to Council in a Budget Workshop by the Divisional Directors, detailing various budget amendments, as a result of the first quarter of the financial year.

The following table is a summary of the overall adjustments required to the budget thus far:

	Original Budget	Amended Budget	Total Adjustments *	Proposed New Amended Budget
Operating Expense	(57,115,635)	(57,292,789)	(1,225,573)	(58,518,362)
Operating Revenue	75,266,575	75,424,165	18,828,316	94,252,481
Non Operating Exp	(73,621,688)	(73,621,688)	(18,550,440)	(92,172,128)
Non Operating Rev	55,470,748	55,470,748	938,196	56,408,944
Non Cash Items Included	(10,218,806)	(10,218,806)	0	(10,218,806)
Restricted Surplus BFWD 09/10			4,328,487	4,328,487
Surplus/(Deficit) 10/11	0	(19,564)	(9,500)	(29,064)

<b>Adjustments</b>	
Cfwd Correction	(\$2,036,353)
Identified Savings	\$1,028,184
Accounting Corrections	-
Corrections	\$998,669
Total	-

**Issues**

The current position is as follows:

Budget (deficit) as per all amendments to 30 September 2010	(\$19,564)
Brought Forward Restricted Surplus Amendment for the 09/10 Year Unaudited	\$4,328,487
Changes as a result of the review	(\$9,500)
<b>New Municipal Surplus/ (Deficit)</b>	<b>(\$29,064)</b>
<b>Restricted Surplus</b>	<b>\$4,328,487</b>

**2009/2010 Annual Financial Statements**

The 2009/2010 Financial Statements have been prepared with the above Surplus and will be audited in November 2010. It is anticipated that the finalised result will be presented to Council for adoption on 20 December 2010 meeting.

The actual budget result for the year can only be endorsed when the financial year-end statements are finalised.

**Options**

Council has the following options available:

1. Adopt the Proposed Budget Adjustments presented;
2. Amend any of the changes.

**Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

As per Local Government (Financial Management) Regulations 1996 the budget review is to be presented to Council within 30 days of being conducted and be submitted to the Department of Local Government within 30 days of council adopting the review.

As per Local Government Act 1995 sec 6.8 changes to budget need to be authorised in advance by resolution.

### **Financial Implications**

The financial implications of this report revise the current budget deficit by \$9,500 to now total \$29,064.

It should be noted by Council that the identified carried forward Surplus of \$4,328,487 is an unaudited figure. The 2009/2010 Annual Financial Report is currently being audited with the final qualified result being presented to Council at the 20 December 2010 meeting.

### **Conclusion**

The amendments suggested in the attachment reflect Council's operations for the remainder of the year and therefore can be resolved accordingly.

### **Voting Requirements**

Absolute.

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## **RECOMMENDATION**

**That Council:**

- 1. Adopt the 2010/2011 Budget Review (Amendments) which result in a deficit of \$9,500**
- 2. Note that the total budget deficit following the budget review will be \$29,064.**
- 3. Note the carried forward result as at 30<sup>th</sup> June 2010, being \$4,328,487 surplus is an unaudited figure and once the Annual Financial Report for 2009/2010 has been audited the confirmed carried forward figure will be presented to Council for adoption.**



Account No.	Account Description	Original Budget	Current Budget	Carryover	Savings	Correction	Proposed Budget	Total Revision	Explanations
<b>Operating Expenditure</b>									
110000	Employment Costs-Corp Services	2,594,125	2,594,125			109,532	2,703,657	(109,532)	Increase IT employment for staff needed to implement Synergy modules , Relocation increase as recruited 3 finance staff to fill vacancies, 8k in budget only 1 person, Data Entry position unbudgeted - finance team coverage
110001	Employment Costs-Project Management	587,807	587,807			(16,181)	571,626	16,181	Strategic Projects slight changes reallocating to IE Codes
110010	Office Expenses-Corp Services	318,292	318,292			115,000	433,292	(115,000)	Increased Consultants due to Diesel fuel rebate refund assistance \$40k, Other POs booked to Date for Strategic Plans, \$35k additional for LGR Reform planning process
110020	Plant Operating Costs-Corp Services	46,000	46,000			5,250	51,250	(5,250)	Additional \$750/month Dec - Jan for Lease Fee's for Exec managers Vehicle - RC. (Capital not purchased saving)
110303	Insurance Claims	-	-			13,939	13,939	(13,939)	Offset below in insurance claim settlement monies received
110651	Project Management Costs Allocated	(712,474)	(712,474)			13,681	(698,793)	(13,681)	Reflective of other changes - distribution available
120201	Main Computer System Upgrade	118,932	118,932			45,000	163,932	(45,000)	Increase expected 40k additional required for Development services increased requirements for DA tracking process not budgeted
120202	It Software Expenses	180,528	180,528			31,425	211,953	(31,425)	Upgrade to Windows 7 not included for existing machines \$300p/machine not being replaced per budget - Better process to do all at once
200210	Contribution To Pilbara Regional Council	55,000	55,000			25,000	80,000	(25,000)	At PRC AGM all 4 shires commitment to retain 55k plus 25k still to include for waste coordinator not in 10/11 budget
206000	Employment Costs-Executive Services	1,231,203	1,231,203			102,692	1,333,895	(102,692)	Strategic review included in budget, Additional staff requirements i.e. leased housing for MCC & Chief of Staff positions - 6mths unbudgeted (Salary costs covered by review of employment costs YTD) MCC 3mth in budget
206009	Projects-Executive Services	340,000	340,000			(15,000)	325,000	15,000	Reallocated \$15k to Planning Dept for Review of Local Laws Project Increases
206012	Expenses-Pilbara To Parliament	-	-			34,352	34,352	(34,352)	Brought forward item, will show as Deficit with Brought forward from 09/10 - \$60k therefore still 100k unspent on grant

306200	Karratha/Dampier Youth Activities	-	-			15,000	15,000	(15,000)	reallocated John Verbeek
306202	Roebourne/Wickham Youth Activities	30,000	30,000			(15,000)	15,000	15,000	reallocated John Verbeek
310010	Office Expenses - Community Development	27,459	27,459			25,000	52,459	(25,000)	Public Art Strategy \$25k increase in exp not budgeted for
310221	NAIDOC Week Expenses	138,376	138,376			(38,376)	100,000	38,376	Not as much required as budgeted – Fully expended contributions
326000	Employment Costs - KAC	552,111	552,111		(16,384)		535,727	16,384	Pool Closed for extended period. Slight reduction in Wages
330031	Dampier Library Building-Mtce Cost	7,000	7,000			12,000	19,000	(12,000)	new air cons that have been requested - old unable to repair due to age -new Daikins unbudgeted
334034	Roebourne Race Track Maintenance	7,842	7,842			10,356	18,198	(10,356)	Out of budget actual spend on track - Budget fully expended for 10/11
338032	Dampier Pavilion Building-Op Costs	58,604	58,604	60,000			118,604	(60,000)	Carry forward adjust from 09/10 budget not budgeted 10/11 Replace verandah posts
340210	Student Work Experience Placement	3,000	3,000			27,000	30,000	(27,000)	Starting budget Jan-11 - Leigh Cover
380010	Office Expenses-Rangers	4,817	4,817			10,000	14,817	(10,000)	Policy & Operational Review - Unbudgeted - David Pentz
380201	Other Control Expenses-Fire Prevention	20,805	20,805			(8,000)	12,805	8,000	Not all 9 fire hydrants will be done in this financial yr - some reallocated to 380040
380220	Cyclone Preparation	369,844	369,844			15,080	384,924	(15,080)	Currently being undertaken - additional funds for advertising costs
384211	40 Mile Beach					145,000	145,000	(145,000)	Expense to complete spend of Contribution from Apache - TBA
400201	L2269/6 McRae Court-Mtce Costs	5,000	5,000			10,000	15,000	(10,000)	\$5k garden mtce quote - unbudgeted and spent YTD act
402200	Domestic Refuse Collection	811,956	811,956			(71,798)	740,158	71,798	Use of labour hire for domestic collection (\$216K) \$96353 From IE-3000, \$114887 From IE-4201-, \$72K from COA 404200, Job 640400 IE -3100 (p/order entered onto incorrect account number previously)
402203	Sulo Bin Repairs & Replacement	129,455	129,455			60,527	189,982	(60,527)	\$40K from 640232 IE-4201. To cover costs of using labour hire to date and into future.
402204	Litter Control	520,588	520,588		(123,344)		397,244	123,344	reduced requirements
402204	Litter Control Contracts	45,000	45,000		(15,297)		29,703	15,297	Order number 7149 rose 1/7/2010 for \$20592 Not picked up in order value. Suggested value for month expected expenditure (have to allow for PO already raised By RVW)

402204	Illegal Dumping/Major Litter Clean Up	119,753	119,753		(40,000)		79,753	40,000	Move \$40K to job -640232 IE-3100 for clean sweep litter control
402206	Trade/Commercial Refuse Collection	330,257	330,257		(56,064)		274,193	56,064	labour hire performing works reduced wages & overheads
402207	Depot Wash pad-Mtce Costs	25,918	25,918		(6,366)		19,552	6,366	In house mtce not done contract clean up
404200	Refuse Site Maintenance - 7 Mile (Dom/Comm.)	1,882,056	1,882,056			277,359	2,159,415	(277,359)	Transfer \$220,266 from Capital 404505 IE 1711 (fixed plant compactor -Transfer station) to equipment hire 7 mile. (income up and exp matched)
404200	7 Mile Building-Mtce Costs	12,000	12,000			13,045	25,045	(13,045)	
404200	7 Mile Wash Down Bay Maint	47,000	47,000			(47,000)	-	47,000	This item removed from capital no longer required
404200	Hazardous Waste Disposal - 7 Mile	200,701	200,701			(116,202)	84,499	116,202	Lower than expected – Reduced Requirements
404201	Refuse Site Maintenance - 7 Mile (Septic)	300,770	300,770			(118,336)	182,434	118,336	Lower than expected – Reduced Requirements
410200	Depot Maintenance	29,434	29,434			6,790	36,224	(6,790)	Increase clean & service fuel dispensing - contract
412200	Workshop Supervision	179,978	179,978			59,621	239,599	(59,621)	
412300	Plant-Repairs	1,005,162	1,005,162			31,743	1,036,905	(31,743)	Additional required as per actual history
412303	Plant-Fuel	528,000	528,000			90,000	618,000	(90,000)	Additional required as per actual history
420202	Sheeting - Robins Road	115,372	115,372		(14,088)		101,284	14,088	Completed
420256	Street Sign Maintenance	42	42	14,318			14,360	(14,318)	Completed
470000	Tech Serv - Employment Costs	1,381,093	1,381,093			60,000	1,441,093	(60,000)	Additional Costs for New position - Handyman with Ute (No Housing) \$60k 6mths
470045	Asset Management - Consultants	60,000	60,000			40,000	100,000	(40,000)	To complete buildings audit & valuation and additional consultancy money until end of year
500000	Employment Costs-Building Control	675,534	675,534			18,777	694,311	(18,777)	Additional relocation required for recruited positions - unbudgeted
500010	Office Expenses-Building	21,840	21,840			50,000	71,840	(50,000)	Contractor commencing Nov-10 ongoing to process building application backlog, short staff
510201	Mosquito Management	64,808	64,808			37,492	102,300	(37,492)	Ensure sufficient wages for Pest Control Leading Hand, and includes overtime for EHOS and Pest Control to undertake Mosquito work - BoM predict greater cyclonic activity than

									usual.
520000	Employment Costs-Town Planning	813,900	813,900			15,000	828,900	(15,000)	Need to add in additional expense for planning compliance officer only 6mths budgeted, New additional strategic planning / split existing role into two parts 8mths remaining 10/11
520010	Office Expenses - Planning	130,400	130,400			69,201	199,601	(69,201)	Urban design review for t/centre \$30k, and assisting with DAs and other stat tasks \$30k, once a mth trip to Perth unbudgeted David Pentz
520200	Karratha City of the North Expenses	50,000	50,000			(50,000)	-	50,000	Need to allocate Budget to Individual Job Numbers - So Development Serv can better track spending
520200	Scheme Amendment 21	-	-			50,000	50,000	(50,000)	
520201	Local Planning Strategy/Policy Development	225,000	225,000			260,000	485,000	(260,000)	Increased estimated costs to complete the below Job list requested from EM - David Pentz
<b>Operating Income</b>									
100710	Rates Levied	(17,833,046)	(17,833,046)			(497,633)	(18,330,679)	497,633	Additional Rates Notices Produced
100711	Interim Rates	(816,795)	(816,795)			316,795	(500,000)	(316,795)	Interim Rates Reviewed and not likely to receive what expected in 10/11 Yr
100715	Ex Gratia Contribution to Capital Works	-	-			(600,000)	(600,000)	600,000	600k Ex Gratia RTO payment in Lieu of Rates to be used on projects regarding Wickham/point Samson & roebourne - Cape Lambert camp A
100716	Rates Installment Charges	(60,200)	(60,200)			(14,149)	(74,349)	14,149	More Installment notices than expected
102700	Financial Assistance Grant	(1,898,880)	(1,898,880)			(95,174)	(1,994,054)	95,174	Actual 10/2011 As per FAG spreadsheet & first qtrly pymt received Oct-10
110791	Insurance Contributions Cash Settlement Monies Capital	-	-			(13,286)	(13,286)	13,286	offset by above insurance costs
206701	Income-Pilbara To Parliament	-	-			(197,045)	(197,045)	197,045	Not budgeted to be received - has corresponding expenses 09/10 plus 10/11 are \$94k - Not fully expended as yet
300770	Cossack Art Prizes - Contributions	(147,500)	(147,500)			23,500	(124,000)	(23,500)	Only received 124k sponsorship July
308706	Grant - Community Heritage NLA	-	-			(13,600)	(13,600)	13,600	awarded grant for significance assessment for museum collections
310771	NAIDOC Week Income	(128,376)	(128,376)			6,376	(122,000)		lower than expected received 10/11 Actual

								(6,376)	
324710	KEC - Programme Income	(364,830)	(364,830)			(35,890)	(400,720)	35,890	Program attendance increased
326715	KAC - Merchandise Sales	(73,008)	(73,008)			12,500	(60,508)	(12,500)	Reduction in Merchandise Sales as facility closed
334905	Proceeds on Sale- Recreation	-	-			(7,835)	(7,835)	7,835	Sale of additional surplus equipment P21311, P752, P815, P311, P692,
338700	Grants and Cont - Baynton West Family Centre	(5,000,000)	(5,000,000)			10,164	(4,989,836)	(10,164)	\$702k, plus CLGF \$1.1M budgeted revised down to \$989,836 is confirmed from CLGF
340905	Proceeds of Sale - Recreation	-	-			8,951	8,951	(8,951)	
350700	Grants-Karratha Education Leisure & Training Project	(490,000)	(490,000)			(16,000,000)	(16,490,000)	16,000,000	Phase 2 - FAA R4R money due to be received late Nov-10 that was unbudgeted - KELP
380905	Proceeds of Sale - Animal Control	-	-	(16,682)			(16,682)	16,682	less than expected trade value plus additional vehicle overdue for replacement missed original budget submission P045 Asset# 40000295
384700	Contribution to Enhancement of Camping Grounds	-	-			(145,000)	(145,000)	145,000	Unbudgeted Contribution from Apache towards Infrastructure & Conservation at 40 Mile Beach
402710	Domestic Refuse Collection Fee (Gst Taxable)	(30,529)	(30,529)			(16,981)	(47,510)	16,981	
402711	Domestic Refuse Collection Fee	(1,636,655)	(1,636,655)			(51,150)	(1,687,805)	51,150	
402712	Industrial/Commercial Refuse Collection Fees	(406,445)	(406,445)			(293,555)	(700,000)	293,555	
402713	Industrial/Commercial Refuse (Gst Exempt)	-	-			(5,092)	(5,092)	5,092	
402714	Income From Recycling	(175,500)	(175,500)			55,500	(120,000)	(55,500)	expected recycling income
412791	Diesel Fuel Rebate	(40,000)	(40,000)	(105,000)			(145,000)	105,000	extra rebate found as part of review if practice and back pay to aug-10 calc by consultant
460204	Contribution to WAPOL- Narcotic Dog Detection	40,500	40,500			(15,500)	25,000	15,500	As per resolution 15/10/10 151354 already passed to commit contrib. of \$25000 only to NDD operations new activity
460710	Karratha Airport Income - not leases	(17,597,702)	(17,597,702)			(484,543)	(18,082,245)	484,543	Additional income based on variation extension to provide additional long term parking bays

460712	Karratha Terminal Lease Income	(930,000)	(930,000)		(595,000)	(1,525,000)	595,000	additional income from 220 rental bays at \$4k per bay for 6 months
460905	Proceeds on Sale - Karratha Airport	-	-	(48,091)		(48,091)	48,091	P811 trade \$125K
470905	Proceeds of Sale - Tech Services	-	-	(11,727)		(11,727)	11,727	HIGHER TRADE VALUE THAN EXPECTED
<b>Non Operating Expenditure</b>								
110502	Admin Centre Portable Office Accommodation	1,472,100	1,472,100		147,561	1,619,661	(147,561)	Additional required to assist fit out of Admin Bldg per tenders coming in above budget
110503	Purchase Computer Equipment	292,644	292,644		8,000	300,644	(8,000)	Additional 8k required for iPads Unbudgeted
111504	Purchase Plant-Project Management	98,000	98,000	(67,553)		30,447	67,553	Prado -\$58K vehicle will be leased add \$5250 to Plant op A/C 110020 for lease fee's Dec - June. Project Manager under budget
200503	Purchase - Furniture & Equip	-	-		5,000	5,000	(5,000)	Unbudgeted Actual YTD purchase of furniture/equip - Projector & power to council
206504	Purchase Plant-Exec Admin	52,000	52,000	(7,683)		44,317	7,683	Honda Accord CEO - Less cost than Original Budget
310504	Purchase - Plant	78,000	78,000	(47,305)		30,695	47,305	Cost saving PRAG CAT5, Manager Community Dev will be leasing vehicle - \$40K add Plant op cost for leasing to A/C 310020 \$4,270
316504	Purchase - Plant	30,000	30,000	(30,000)		-	30,000	Vehicle will be leased will need to add Plant op cost for lease fee \$2905 to A/C 316020
326502	Karratha Aquatic Centre - Building Improvements	951,000	951,000		21,000	972,000	(21,000)	\$21 for BBQ electric not in original scope (gas issues per Dept Mines Energy) To be completed End October/Early Nov
334506	Anti-Vandal Lights - Roebourne Covered Courts	160,000	160,000	(110,000)		50,000	110,000	Half the job has been completed already for \$30k , estimation to cost a lot less than budget, researched with supplier is installed pricing
334506	Bulgarra Oval-Softball Diamonds	393,400	393,400		500,000	893,400	(500,000)	Increase here has been offset decrease in Bulgarra Precinct Elec Upgrade Project - Lighting for Diamonds
338502	Bulgarra Community Facility - 2009/10 Closed	3,400,000	3,400,000		(3,000,000)	400,000	3,000,000	two new jobs here \$3m worth - Strategic Projects
338502	Bulgarra Community Centre	-	-		2,800,000	2,800,000	(2,800,000)	new job to split out project above
338502	Bulgarra Sporting Facility Change rooms	-	-		260,000	260,000	(260,000)	new job to split out project above

340504	Purchase - Plant	46,000	46,000		(15,554)		30,446	15,554	PRAG CAT3 change to budget Capital
340506	Bulgarra Precinct- Electrical Upgrade	1,590,640	1,590,640			(560,000)	1,030,640	560,000	Decrease here has been moved to Increase Bulgarra Oval Softball Diamonds Project - Lighting
342506	Playground Permanent Play Structures	1,198,000	1,198,000			130,000	1,328,000	(130,000)	tenders have come back all above budgeted amount by \$160-170k still POSP
350568	Transfer to R4R-KLLP Project	-	-			16,000,000	16,000,000	(16,000,000 )	Phase 2 - FAA R4R money due to be received late Nov-10 that was unbudgeted - KELP
380504	Purchase - Plant	89,581	89,581			43,289	132,870	(43,289)	Add additional vehicle for Ashley Robbins - overdue for replacement missed submission into original budget by error
400502	Lot 3 Clarkson Way Bulgarra	-	-			14,500	14,500	(14,500)	Cyclone screen required to all windows and doors (\$220k Cost to do all newly completed houses)
400502	Lot 4 Clarkson Way Bulgarra	-	-			14,500	14,500	(14,500)	Cyclone screen required to all windows and doors
400502	Lot 6 Clarkson Way Bulgarra	-	-			14,500	14,500	(14,500)	Cyclone screen required to all windows and doors
400502	Lot 7 Clarkson Way Bulgarra	-	-			14,500	14,500	(14,500)	Cyclone screen required to all windows and doors
400502	Lot 9 Clarkson Way Bulgarra	-	-			14,500	14,500	(14,500)	Cyclone screen required to all windows and doors
400502	Lot 10 Clarkson Way Bulgarra	-	-			14,500	14,500	(14,500)	Cyclone screen required to all windows and doors
400502	Lot 12 Clarkson Way Bulgarra	8,000	8,000			14,500	22,500	(14,500)	Cyclone screen required to all windows and doors
400502	Lot 314 Gecko Circle Nickol	8,000	8,000			14,500	22,500	(14,500)	Cyclone screen required to all windows and doors
400502	Improvements-12 Knight Place	1,000	1,000			24,000	25,000	(24,000)	Requires a complete new A/C as old ducted system diagnosed with core cancer Identified Sep-10
400502	Improvements - 10 Knight Place	1,000	1,000	19,882			20,882	(19,882)	10 Knight Place - Supply And Installation Of Blinds And Floor Coverings July Paid Unbudgeted in 10/11 c/f 09/10 Renovations
400502	Improvements - 5 Kwong Close	67,000	67,000			43,000	110,000	(43,000)	Alterations and Refurb to house design plus refurbishments
400502	Improvements - 5B Leonard Way	1,000	1,000			23,000	24,000	(23,000)	YTD Actual that has occurred by Building Mtce Unbudgeted - Paint Internal Plus Outside Storeroom & New Door to Storeroom & Replace Ducted Air Con System With Split
400502	Improvements - 6 Mcrae	1,000	1,000			27,050	28,050		QUOTATION PO - PAINT INTERNAL OF HOUSE and

	Court Karratha							(27,050)	INTERNAL OF OUTSIDE STOREROOM & Renovate Bathroom
400502	Improvements - 201 Richardson Way	1,000	1,000			25,000	26,000	(25,000)	Funds committed to create transit home Unbudgeted - Building Mtce -Quotation - To replace all existing blinds, Carpet/Vinyl, Painting Interior & New Appliances
400502	Improvements - 20B Shadwick Drive	1,000	1,000			13,520	14,520	(13,520)	House Painted After Vacating Tenant - Quotation PO - PAINT INTERNAL and OUTSIDE STOREROOM
400502	Lot 2 Teesdale Place Millars Well	8,000	8,000	14,500		14,500	37,000	(29,000)	Cyclone screen required to all windows and doors/ Payment Certificate 12 c/f 09/10 Construction
400502	Lot 4 Teesdale Place Millars Well	-	-	5,000			5,000	(5,000)	Payment Certificate 12 c/f 09/10 Construction
400502	Lot 6 Teesdale Place Millars Well	-	-	11,000			11,000	(11,000)	Payment Certificate 12 c/f 09/10 Construction
400502	Lot 7 Teesdale Place Millars Well	8,000	8,000	14,000		14,500	36,500	(28,500)	Cyclone screen required to all windows and doors/ Payment Certificate 12 c/f 09/10 Construction
400502	Lot 9 Teesdale Place Millars Well	8,000	8,000	14,000		14,500	36,500	(28,500)	Cyclone screen required to all windows and doors/ Payment Certificate 12 c/f 09/10 Construction
400502	Improvements - 907A Walcott Wy	67,000	67,000		(40,000)		27,000	40,000	scope reduced took out painting & floor cover
402504	Purchase - Plant	1,105,930	1,105,930			41,020	1,146,950	(41,020)	\$41,020 trns from 470504 for Manager Waste Management Vehicle
402558	Transfer To Waste Management Reserve	-	-			526,235	526,235	(526,235)	Reduced requirements - Therefore Tsfr to Waste Reserve for surplus funds, less capex & operating expense & higher commercial Income
404504	Purchase - Plant	1,016,500	1,016,500			(63,216)	953,284	63,216	Plant under budget - Rose Clarke
404505	Purchase - Equipment	240,266	240,266			(220,266)	20,000	220,266	\$220,266 fixed plant compactor funds to be transferred to operating landfill for plant hire
404558	Transfer To Waste Management Reserve (For Facility Replace)	285,544	285,544			273,555	559,099	(273,555)	Increased for additional surplus forecast due to Less capex purchases
420504	Purchase - Plant	1,833,000	1,833,000			7,294	1,840,294	(7,294)	Minor savings on Light Vehicles, addition \$15K for Loader - Rose Clarke
420506	Rrg - Mystery Rd	105,000	105,000		(78,750)		26,250	78,750	Project withdrawn, PUPP doing the work. Expenditure was for previous design. - RVW R2R Income should have leftover to C/F to 11/12
420506	R2R-Cinders Road	371,221	371,221		(121,221)		250,000	121,221	Completed sub grade work not required after excavation, savings.
420506	Reseal-Butler Ct	14,136	14,136			5,315	19,451	(5,315)	Completed slight increase in asphalt

424506	Replace Park Furniture/Fencing	40,000	40,000			10,213	50,213	(10,213)	Fencing for Pegs Creek and Millar's Well ovals Above Budget PO Quote
436502	Hearson Cove Toilet	7,000	7,000			7,000	14,000	(7,000)	Current leak Issue to be addressed & Additional works for Cabinet Visit
460502	Capital Buildings-Airport	2,503,000	2,503,000			(1,817,386)	685,614	1,817,386	Reallocate funds to New job numbers for Project parts
460502	New Airport Depot W/S Facility	-	-			11,410	11,410	(11,410)	funds used to provide temp storage facilities
460502	Checked Baggage Handling System	-	-	1,200,000		1,818,033	3,018,033	(3,018,033)	funds were not carried forward for the Siemens BHS installation from 09/10 and to cater for the variation to an elevated system \$1.2M
460506	Expansion Heli Apron	400,000	400,000			(400,000)	-	400,000	This project completed in 2009/10 - identified savings
460506	Karratha Airport Car park - Combined With 946003	4,000,000	4,000,000	680,000			4,680,000	(680,000)	Overflow car park variation, other unforeseen items and costs, paving completion to front of terminal, provision of Landmark bus shelters for use as pay station shelters\
460506	Security & Cctv	-	-			250,000	250,000	(250,000)	CCTV install scope provided by Chubb to expand existing system to new car park entry/exit + pay stations (unbudgeted)
470504	Purchase - Plant	478,000	478,000		(38,834)		439,166	38,834	Savings in Light Vehicle Purchases plus additional vehicle for Manager Plant & equipment and transfer of \$41,020 for Manager Waste Management vehicle to 402504
520504	Purchase - Plant	86,000	86,000			13,447	99,447	(13,447)	Planning officer vehicle omitted from original budget added back in plus savings from PRAG cat selection
<b>Non Operating Income</b>									
110856	Transfer From Infrastructure Admin Building Construction	(1,676,517)	(1,676,517)			(187,500)	(1,864,017)	187,500	Included adjustment for Ex gratia Rates payment from RTO
342857	Transfer from POS Reserve - Playground Structures	(1,198,000)	(1,198,000)			(130,000)	(1,328,000)	130,000	tenders came in higher than expected therefore increased Tsfr From Reserve Income to fund project
460851	Transfer From Aerodrome Reserve	(4,491,492)	(4,491,492)			(620,696)	(5,112,188)	620,696	TO BE ADJUSTED for Increased c/f capital less Additional Income expected



**ATTACHMENT 1 – BUDGET REVIEW WORKSHOP PRESENTATION (SEE ATTACHED)**



## **11 COMMUNITY AND CORPORATE SERVICES**

### **11.1 BAYNTON WEST FAMILY CENTRE TENANCY ARRANGEMENTS AND DRAFT MANAGEMENT PLAN**

**File No:** CP.187

**Attachment(s)**

- 1. CONFIDENTIAL Baynton West Family Centre Draft Management Plan**
- 2. CONFIDENTIAL Tenancy Arrangement Options Regarding Cost Recovery**

**Responsible Officer:** Director Community & Corporate Services

**Author Name:** Manager Community Facilities

**Disclosure of Interest:** Nil

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#### **REPORT PURPOSE**

Council to:

1. Consider the tenancy arrangements for the facility:
2. Consider the draft Management Plan for the Baynton West Family Centre (BWFC) and
3. Endorse and approve process to appoint tenancy and management groups.

#### **Background**

The Baynton West Family Centre is due to be constructed and open for operation in February 2012.

The facility design is unique with the intention to provide 'one stop' family centre facility for parent and child development.

At the Ordinary Council Meeting on 19<sup>th</sup> July 2010, Council was presented with the draft BWFC Management Plan, associated lease templates and report. At the meeting Council resolved to:

***“1. Lay the item on the table to enable Council to workshop leases and the Management Plan.***

***2. Direct the Chief Executive Officer to develop a management model that is cost neutral.”***

**Res No: 15223**

At Council Briefing on the 30<sup>th</sup> of September 2010, the Manager Community Facilities and additional Officers coordinated a workshop with Council, covering standard lease procedures, lease types with particular focus on the BWFC. Key issues identified at the workshop requiring formal consideration by Council included:

1. Criteria for selecting a not for profit/community group or association to manage and lease the Playgroup and Community Centre Module. (Community Lease)
2. Criteria for selecting a commercial entity to lease and operate the Cafe component.

- (Retail Lease)
3. Criteria for selecting a commercial operator to lease the Childcare Module (Non Retail Lease)
  4. Criteria for selecting a Health minded entity to operate and lease the Family Clinic module (Agreement to be sought)
  5. Criteria for selecting not for profit groups to lease office spaces (x3) (Community Lease)
  6. Options regarding cost recovery in relation to life cycle costs and community benefit.

Another discussion point from the Council workshop was the philosophy of the facility. This was included in the original report date July 2010, however this has been included again for Councillors information.

#### MANAGEMENT PHILOSOPHY

The concept behind the development of the BWFC is to develop a contemporary, innovative family centre providing a 'one stop' facility for parent and child development. To encourage neighbourhood identity and community participation and liveability, the approach to the management of the facility is to promote community management and capacity building to develop sustainable community organisations that have greater capacity for service delivery.

The primary 'tenant's of the centre will be community organisations and government departments delivering family and child related services to the community. The purpose of the proposed whole of community approach to the facility management is to collectively increase the level of service provision enabling the centre as a whole to establish itself as a viable and sustainable enterprise through which it will be able to increase collaboration, partnerships, communication and resources to expand and enhance its service and program capacity.

In addition, some modules of the facility have potential to be operated as a viable commercial entity, potentially providing Council with reduced facility operating costs.

Council Officers have prepared a draft Management Plan (attachment 1) to outline the proposed management approach to the facility.

The purpose of this report is for Council to set the direction in relation to the management of the Centre to enable various procedural matters such as tenders, expressions of interest and negotiation of lease or management agreements to progress. Additionally, the resolution of various agreements with organisations enables them to plan and provides certainty for agencies to prepare (and apply for funding in some instances), for the commencement of the centres operations.

#### **Issues**

Council Officers sought advice from Kott Gunning Lawyers for assistance to outline the type of tenancy arrangements typically applied for each of the centre modules, with specific requirements for the Playgroup and Community Centre Module. In addition, pro forma leasing documents for each of the tenancy arrangements have been prepared to commence negotiations on tenancy agreements. A draft Pro Forma tenancy document has been developed for each tenancy space. The pro forma agreement outlines the Shire's responsibility for the maintenance of the building structure and the tenant responsible for all

other building related maintenance and all operational costs. The lease fee can be set using a variety of different mechanisms as determined by Council

### TENANCY OPTIONS

*Commercial Tenancy (Non retail)* – developed for any business whereby the tenant is permitted to receive any pecuniary profit from the operation of the business. A public tender will be required before entering into a commercial tenancy lease.

*Commercial Tenancy (Retail)* – developed for any business whereby the tenant is permitted to receive any pecuniary profit from the operation of the business and the business is of retail in nature. The Commercial tenancy (Retail Shops) Agreements Act 1985 is also applicable in this case which necessitates a minimum 5 year tenancy agreement.

A public tender will be required before entering into a commercial tenancy lease (Retail) in accordance with section 3.58 of the Local Government Act.

*Community Tenancy* – developed for a community based entity that is exempt under provisions of section 30(2)(b) of the Local Government Act (Functions and General) Regulations whereby a formal tender is not be required, should Council elect to enter into an agreement with a community based entity. Additionally, a Department of, or agent of, the WA Government (Crown) is also exempt from a formal tender process under section 30(2)(c) of the Local Government Act (Functions and General) Regulations should Council elect to enter into an agreement with that Department.

With the BWFC being defined into the 8 components below, Officers will be utilising all of the above tenancy options to achieve the most advantageous outcome for Council

BWFC components:

- Playgroup Module;
- Community Centre Module;
- Coffee Shop Module;
- Child Care Module;
- Family Centre Module;
- Office Spaces (x 3).

The following information is provided to address the key issues identified in the Council workshop on the 30<sup>th</sup> September 2010.

1. *Criteria for selecting a not for profit/community group or association to manage and lease the Playgroup and Community Centre Module. (Community Lease)*

#### Playgroup Module

The Shire has the ability to lease directly to a community based entity without going to tender. The Karratha Community House (KCH) has been identified as the proposed tenant of the playgroup area of the module.

KCH is a not for profit community organisation that currently manages 23 playgroups and some early learning programs. The KCH caters to in excess of 335 (0-5 yr old) children and operates from the Peg's Creek Pavilion. The existing issues for the KCH are that:

1. KCH is at full capacity and cannot cater for the demand for playgroup participation and provision of new playgroups sessions. The size and layout of Peg's Creek Pavilion hall space allows only one session to occur at a time.
2. KCH has capacity and the organizational structure to cater for a much wider program base for the 0-5 yr old age group but simply does not have the room to

increase programs.

KCH has been supported by the Shire of Roebourne in the past by the provision of a lease agreement of the Peg's Creek Pavilion. Presently the Shire of Roebourne provides the Peg's Creek Pavilion at minimal cost and pays all utilities for the facility.

The KCH have requested to enter into a Community tenancy leasing arrangement for the Playgroup component of the Community Centre module. The terms of the lease agreement is recommended to be at a peppercorn rental with KCH responsible for the service provision and all outgoings associated with the module. It is also recommended that a 5 year lease be offered.

The tenant will be measured against the following criteria;

1. Ability to provide structured programs for 0-12 yr olds.
2. Ability to positively work with volunteers.
3. Effective internal governance and organizational structure.
4. Ability to engage community and promote positive programs.
5. Ability to align with Baynton West Family Centre mission statement

#### Community Centre Module

There are three (3) options for the management of the community centre and common areas of the centre:

*Option 1* - Shire to manage facility with additional human resources through the existing structure and processes of the Community Facilities Department.

*Option 2* - A management agreement with a suitable community organisation with the Shire assisting in building the capacity of the organisation to provide services to the community. The organisation would be appointed through an EOI process, restricted to local community entities.

The benefits of a community organisation managing the facility on behalf of the Shire is the ability for direct input into increased family and early childhood program development, a focus on community accessibility to the facility and networking opportunities, and the provision of family and children's services.

*Option 3* - Open the EOI process to the wider market and invite commercial and not for profit organisations to tender for the management of the centre.

Regardless of the option selected by Council it is suggested that the management agreement be given a term of 1 year with a 1 year option.

The following criteria and guidelines would be used to form the basis of the management agreement:

1. Previous experience in community facility coordination / management;
2. Demonstrated capacity to provide access to the facility for the wider community on an equitable hire/user pay system.
3. Demonstrated ability in the development of promotion and communication plans;
4. Proven experience in facility and program marketing and promotion;
5. Experience in business planning and financial management;
6. Ability to align with Baynton West Family Centre mission statement
7. The management body would receive the income for the hire and use of the facilities and utilise those funds for the management costs associated with the

facility operations and as a result would be required to meet key performance indicators set by the Shire of Roebourne.

The Shire will determine fees & charges for room hire, policies, reporting structure and conditions of use for the centre.

2. Criteria for selecting a commercial entity to lease and operate the Cafe component. (Retail Lease)

The Shire is required to enter into a commercial tenancy arrangement if it seeks to outsource the management of the coffee shop and as such would have to comply with Local Government tender regulations. As the proposed use is 'retail' the lease for this tenancy would also have to comply with the requirements of the Commercial tenancy (Retail Shops) Agreements Act 1985.

It is recommended to tender the lease the coffee shop for a 5 year period on a commercial tenancy basis to create an opportunity to support small business within the Shire of Roebourne. Additionally the coffee shop would assist in creating a social networking opportunity for the users of the BWFC.

Criteria for the tender will include;

1. Demonstrated organisation's capabilities in the management of a retail coffee shop
2. Demonstrated qualifications, skills and experience of key personal to be used in the operation of the facility.
3. Outline the proposed method of operation and management of the coffee shop facilities.
4. Ability to align with Baynton West Family Centre mission statement while undertaking a commercial operation

Current commercial tenancy rates in Karratha are listed at \$485 - \$550 per square metre.

3. Criteria for selecting a commercial operator to lease the Childcare Module (Non Retail Lease)

In 2008, Council set precedence by formally tendering for the operation of the Millars Well, Bulgarra and Wickham Child Care Centres for a 5 year period. The intent at this time was that the operation of the facilities would be outcome based in regards to the provision of Childcare services within the Shire.

It is recommended that the operation of the child care centre module of the BWFC formally be advertised for commercial tenancy (non retail).

It is recommended that a tender process be initiated to ensure the selected provider has time to fit the facility out during construction and to commence operations once the facility is complete.

The following criteria would be used to form the basis of the tender:

1. Demonstrate organisation's experience in the management of child care facilities and services;
2. Demonstrated need assessment and market research undertaken within local community;
3. Qualifications, skills and experience of key personnel to be used in the provision of the childcare services in the Pilbara;
4. Methodology to be used. (ie. Proposed method of operation and management);

5. Compliance with relevant (Community Services Child Care Regulations Act 1988) Quality Assurance requirements.

4. Criteria for selecting a Health minded entity to operate and lease the Family Clinic module (Agreement to be sought)

The rationale behind incorporating a Health Services component in the Baynton West Family Centre, was to develop a one stop shop for parents new to Karratha; providing a link from health services to playgroups and onto child care, building relationships and a creating a sense of community and “place” for new (and existing) residents.

Pilbara Population Health West is a division of the Health Department of WA and are the current provider of infant health clinics and associated family health services within the Shire of Roebourne. As the Pilbara Population Health West is an agent of the Department for Health (Crown), the Shire can enter into a lease agreement without a formal tender process. Pilbara Population Health West have requested to enter into an agreement to operate the family centre module of the complex excluding offices.

Pilbara Population Health West currently provides infant health clinics in Shire buildings at Millars Well and Hedland Place. There is currently no formal agreement in place at these facilities. It is recommended that a formal Community Tenancy arrangement be entered into with Pilbara Population Health for this facility and that a 5 & 5 year lease be offered.

Should Council wish to tender the operation and lease of the family clinic module the following criteria may be used;

1. Experience in coordination / management of Family health clinic operation;
2. Demonstrated capacity to provide access to the facility for the wider community
3. Proven experience in family health marketing and promotion;
4. Experience in business planning and financial management;
5. Demonstrated need assessment and market research undertaken within local community;
6. Qualifications, skills and experience of key personnel to be used in the provision of the health services in the Pilbara;
7. Methodology to be used. (ie. Proposed method of operation and management);
8. Ability to align with Baynton West Family Centre mission statement

5. Criteria for selecting not for profit groups to lease office spaces (x3) (Community Lease)

As all elements of the facility have designated offices spaces, officers believe the additional office spaces should be leased out at a partial cost recovery rate. The target group will initially be not for profit entities, however if demand is low the wider market may have the opportunity to occupy spaces. The procurement method suggested is an Expression of Interest process with the following criteria;

1. Organisation having obtained Not fo Profit / Incorporated status ;
2. Organisations ability to align with Baynton West Family Centre mission statement as detailed in Management Plan;
3. Ability to foster partnerships and value add to proposed facility tenancy;
4. Local service provider and based in Pilbara.

A summary of officers recommendations for the BWFC tenancy options, the appointment process and the leasing terms are tabled below;

	<b>Proposed Tennant</b>	<b>Terms</b>
<b>Playgroup Module</b>	KCH	5 & 5
<b>Community Centre Module</b>	EOI	1 & 1
<b>Child Care Module</b>	Tender	5 & 5
<b>Family Centre Module</b>	PPHU	5 & 5
<b>Tenancy Spaces</b>	EOI	1 & 1
<b>Café/Coffee Shop</b>	Tender	5 & 5

### **Financial Implications**

The Baynton West Family Centre will have ongoing financial implications for the Shire of Roebourne

Further to Council’s request to present cost neutral management options, Officers have provided annualised lifecycle operating cost estimates for both operating and facility replacement costs over a 25 year period in the table below;

	<b>% of m2</b>	<b>Annual Life Cycle Cost (includes operating and replacement costs) over 25yr period</b>	<b>Annual Infrastructure Replacement Costs</b>	<b>Annual Maintenance cost to SoR</b>
<b>Playgroup Module</b>	24.35%	<b>\$206,531.89</b>	\$96,645.15	\$21,972.47
<b>Community Centre Module</b>	21.04%	<b>\$178,457.12</b>	\$83,507.76	\$18,985.65
<b>Child Care Module</b>	30.48%	<b>\$258,525.34</b>	\$120,975.12	\$27,503.93
<b>Family Centre Module</b>	16.85%	<b>\$142,918.37</b>	\$66,877.65	\$15,204.77
<b>Tenancy Spaces</b>	3.64%	<b>\$30,873.76</b>	\$14,447.16	\$3,284.59
<b>Café/Coffee Shop</b>	3.64%	<b>\$30,873.76</b>	\$14,447.16	\$3,284.59
<b>Total</b>	<b>100.00%</b>	<b>\$848,180.24</b>	<b>\$396,900.00</b>	<b>\$90,236.00</b>

# Annual Life Cycle Costs includes the following items;

**Operating Costs**

- Insurance
- Air Conditioning Maintenance
- Building Supervision
- Power Costs
- Fire Services
- Repairs & maintenance
- Security
- Cleaning
- Municipally Rates
- Water consumption
- Sundry Costs

**Infrastructure Replacement**

- Metal Roofing
- Wall Cladding
- Shaded Roofing
- Carpet
- Painting
- Hot Water Systems
- Air Conditioner
- Operable Wall
- Electrical Fittings
- External Lighting
- Bitumen Paving
- Sundry Expenses

Given Council's previous request to provide cost recovery options it is recommended that the CEO be given delegated authority to negotiate lease fees with potential tenants in order to obtain an optimal balance of cost recovery and community benefit.

A comprehensive table detailing cost recovery and tenancy options for Council information is attached as **Attachment 2**. Financial modelling has been undertaken to forecast cost recovery returns for Council under three categories, those being:

- 1) Community group rate
- 2) Partial cost recovery rate
- 3) Extensive Cost recovery rate

The costs and projected income will be budgeted yearly and the Schedule of Fees and Charges will be included in the annual budget process.

**Options**

Council has the following options available:

1. Enter into negotiations with Karratha Community House Inc to operate and manage the Playgroup Module (Community Lease) for a lease term of 5 years & 5 years;
2. Approve criteria as detailed in the report for selecting a Community organisation to operate and manage the Community Centre Module, through an EOI process. (Management Agreement) for a lease term of 1 year & 1 year;
3. Approve criteria as detailed in the report for selecting a commercial entity to lease and operate the Cafe component (Retail Lease) for a lease term of 5 years & 5 years;
4. Approve criteria as detailed in the report for selecting a commercial operator to lease the Childcare Module (Non Retail Lease) for a lease term of 5 years & 5 years;
5. Nominate Pilbara Population Health West to operate and lease the Family Clinic module (Agreement to be sought) for a lease term of 5 years & 5 years;
6. Approve criteria for selecting not for profit groups to lease office spaces (x3) (Community Lease) for a lease term of 1 year & 1 year;
7. Delegate authority to the Chief Executive Officer to negotiate lease fees with potential tenants in order to obtain an optimal balance of cost recovery and community benefit, with a further report presented to Council once negotiations have been finalized by the CEO;
8. To receive the Baynton West Family Centre Draft Management Plan as presented.

Or

9. To receive the Baynton West Family Centre Draft Management Plan and amended the terms and conditions of the various agreements and or
10. Advise alternative options in the appointment of Management bodies.

### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

### **Legislative Implications**

Tenders are required to be called in accordance with Section 3.57 of the Local Government Act and Commercial Tenancy (**Retail Shops**) Agreements **Act** 1985

### **Conclusion**

The Management Plan has been developed with the underlying philosophy that community approach to the facility management is preferred to build capacity of community organisations and collectively increase the level of service provision enabling the centre as a whole to establish itself as a viable and sustainable enterprise. A series of tenancy and management agreements will be required to outline the conditions of the operations.

Officers suggest that Council consider Options 1 – 8 as recommended. Alternatively Council may wish to modify the proposed conditions / tenants for BWFC.

### **Voting Requirements**

Absolute.

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## **RECOMMENDATION**

### **That Council:**

1. Enter into negotiations with Karratha Community House Inc to operate and manage the Playgroup Module (Community Lease) for a lease term of 5 years & 5 years;
2. Approve criteria as detailed in the report for selecting a Community organisation to operate and manage the Community Centre Module, through an EOI process. (Management Agreement) for a lease term of 1 year & 1 year;
3. Approve criteria as detailed in the report for selecting a commercial entity to lease and operate the Cafe component (Retail Lease) for a lease term of 5 years & 5 years;
4. Approve criteria as detailed in the report for selecting a commercial operator to lease the Childcare Module (Non Retail Lease) for a lease term of 5 years & 5 years;
5. Nominate Pilbara Population Health West to operate and lease the Family Clinic module (Agreement to be sought) for a lease term of 5 years & 5 years;
6. Approve criteria for selecting not for profit groups to lease office spaces (x3) (Community Lease) for a lease term of 1 year & 1 year;
7. Delegate authority to the Chief Executive Officer to negotiate lease fees with potential tenants in order to obtain an optimal balance of cost recovery and community benefit, with a further report presented to Council once negotiations have been finalized by the CEO;
8. To receive the Baynton West Family Centre Draft Management Plan as presented.



## 11.2 OCTOBER 2010 ROUND SPORTS FUNDING & COMMUNITY AND CULTURAL GRANT SCHEME

<b>File No:</b>	<b>GS34 &amp; GS 36</b>
<b>Attachment(s)</b>	<b>Nil</b>
<b>Responsible Officer:</b>	<b>Director Community And Coporate Services</b>
<b>Author Name:</b>	<b>Senior Community Development Officer</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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### **REPORT PURPOSE**

To endorse applications for financial assistance received for the October 2010 round of the Sports Funding & Community Cultural Grant Scheme.

### **Background**

The Sports Funding and Community Cultural Grant Schemes aim to offer not for profit groups based within the Shire of Roebourne financial assistance to foster high quality programs, community events, facilities and services that provide a return benefit to the local community.

The Sports Funding and Community Cultural Grant Schemes are available to community and sporting groups four times in the financial year that is in July, October, February and May.

Advertisements seeking applications for both funding schemes (October round) were advertised in the local papers and emails were sent out to the Shire's community groups contact list. Applications closed at 4.00pm on 22 October 2010 to enable Shire staff to assess the applications prior to Council consideration at the November Ordinary Council meeting.

Applicants were encouraged to contact Council's Senior Community Development Officer who provided applicants with assistance throughout the application process. Eight applications were received in total with five Community and Cultural applications and three Sports Funding applications.

### **Issues**

As per Council s Policy CS6 *Donations Sponsorship & Community Grants*, the applications were assessed against the guidelines and criteria. The Community Services Portfolio Group discussed the applications and were in agreement with the Officers recommendations.

The following tables summarise the applications received, the purpose for the financial request, the amount requested and the recommendation of the Community Services Portfolio Group.

**Community and Cultural Grant Scheme Applications – October 2010**

<b>Applicant</b>	<b>Project</b>	<b>Funding Category</b>	<b>Total Cost of Project</b>	<b>Funding Requested</b>	<b>Comments</b>
Yaandina Family Centre CC/01/Oct/10	To assist with the costs involved in purchasing equipment and resource materials for both inside and outside use for the Family Centre	Equipment	\$2,000	\$1000.00  Recommended \$1,000	Yaandina is a community based service that provides a wide range of services to Roebourne and neighbouring areas. The Family Care Centre currently services 16 children and is in the process of expanding from the 16 to 26 placements in the new year.
Karratha Community House CC/02/Oct/10	To assist with cost associated with the redevelopment of the KCH website.	Community Development	\$6,550	\$1,000  Recommended \$1,000	KCH is a membership organisation that supports families with young children, with an average of 1000 participants utilising playgroups and casual programs.
First Steps Play Group CC/03/Oct/10	To assist with costs associated with replacing, worn out play equipment and arts and crafts supplies.	Equipment	\$1,031	\$515.51  Recommended \$276	The First Steps Playgroup is a self funded organisation that runs supervised playtime for children at the Baptist Church. Replacement of worn out play equipment – Recommended Purchasing of arts and crafts supplies – Not recommended
St Luke's College CC/04/Oct/10	To assist with costs associated with purchasing stage lighting and a lighting desk.	Facility Development	\$4,320	\$2,420  Not recommended	Schools are not eligible to apply for the Community & Cultural funding.

Pilbara Multicultural Association CC/05/Oct/10	To assist with costs associated holding a Christmas Party for the CaLD Community	Show, Exhibition and Festivals	\$2,000	\$1,000 <b>Recommended \$1,000</b>	The PMA is an organisation that caters to the local CaLD and Non-CaLD communities. They have successfully hosted various community events to date.
<b>Total requested</b>				<b>\$5,935.51</b>	<b>Total Recommended \$3,276</b>

**Sports Funding Grant Scheme – October 2010**

Applicant	Project	Funding Category	Total Cost of Project	Funding Requested	Comments
Wickham Nitro V8 Supercar Club Inc. SP/01/Oct/10	To assist with the costs involved in purchasing accurate timing equipment, this includes Timing CPU, Strating Xmas Tree, Infrared Speed Trap timeslip printer, LED Display Board, cabling and storage.	Equipment	\$2,000	\$1,774.50 <b>Recommended \$1,774.50</b>	The club promotes and develops radio controlled car racing. The club was formed in 2007 and encourages family participation. They attract members from all Shire communities.
Karratha Amateur Swimming Club SP/02/Oct/10	To assist with costs associated with travel to Kambalda to swim at the Country Pennants next year.	Junior Participation in Regional/State championships	\$36,221.20	\$1,000 <b>Recommended \$1,000</b>	The Karratha Amateur Swim Club promotes fitness and competitive swimming within the Shire of Roebourne to young people aged between 6 and 17. This is the 2nd time in 2 years that the club will be taking swimmers to Country Pennants.

Boxing Club SP/03/Oct/10	To assist with costs for the following: Equipment- Sports Development Facility Development	Equipment	\$2,000	\$2,000 <b>Recommended (\$2,000)</b>	The Boxing Club is a newly formed club, with no members as yet. Equipment-Recommended Sports Development-Not recommended as does not meet the funding guidelines Facility development-Not recommended as this does not meet the funding guidelines
		Sports Development	\$1,000	\$1,000 <b>Not recommended</b>	
		Facility Development	\$2,000	\$2,000 <b>Not recommended</b>	
<b>Total requested</b>				<b>\$7,774.50</b>	<b>Total Recommended \$4,774.50</b>

**Options**

Council has the following options available:

1. Council support the Community Services Portfolio Group recommendations for the Sports funding and the Community and Cultural Grant Scheme for the October 2010 round.

Or

2. Council may alter the recommendations made by the Community Services Portfolio Group and agree to support applications for the October 2010 Round of the Sports Funding Grant Scheme and the Community Grant Scheme as determined.

**Policy Implications**

Policy number CS6 titled Donations, Sponsorships and Community Grants is relevant to this matter.

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

**Sports Funding Grant Scheme available funds**

Account 314205 – Sports Funding Grants

\$36,136 annual budget

\$9,034/round (grants available on four occasions per year)

Budget	\$9,034
Successful submissions as recommended	<u>\$4,774.50</u>
Funds remaining	<u>\$ 4,259.50</u>

**Community and Cultural Grant Scheme available funds**

Account 314203 – Community & Cultural Grants

\$34,532 annual budget

\$8,633/round (grants available on four occasions per year)

Budget	\$8,633
Successful submissions as recommended	<u>\$3,276</u>
Funds remaining	\$5,357

**Conclusion**

The Community Services Portfolio Group has assessed the applications and made recommendations based on the information provided by applicants against criteria that has been endorsed by Council through the Community Sponsorship and Donation Policy.

**Voting Requirements**

Simple

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**RECOMMENDATION**

That Council endorse the Community Services Portfolio Group recommendations for the Sports funding and the Community and Cultural Grant Scheme for the October 2010 round as follows:

**SPORTS FUNDING GRANT SCHEME**

Funding to be provided  
(ACCOUNT 314205)

Wickham Nitro V8 Supercar Club Inc.	\$1,774.50
Karratha Amateur Swimming Club	\$1,000.00
Boxing Club	\$2,000.00

**COMMUNITY CULTURAL GRANT SCHEME**

Funding to be provided  
(ACCOUNT 314203)

Yaandina Family Centre	\$1,000.00
Karratha Community House	\$1,000.00
First Steps Play Group	\$ 276.00
Pilbara Multicultural Group	\$1,000.00
St Luke's College	Not eligible



### 11.3 TENDER G10 - 10/11 CONSTRUCTION OF PERMANENT SHADE STRUCTURES

<b>File No:</b>	<b>CM.25</b>
<b>Attachment(s)</b>	1. <b>Confidential Evaluation Report</b> 2. <b>Examples of Shade Structures</b>
<b>Responsible Officer:</b>	<b>Director Community And Corporate Services</b>
<b>Author Name:</b>	<b>Senior Recreation Development Officer</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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#### **REPORT PURPOSE**

To seek Council's endorsement of a successful tenderer for Tender G10 – 10/11, Construction of Permanent Shade Structures.

#### **Background**

On the 20<sup>th</sup> September 2010 council resolved to:

**1. Approve 10 High Priority Locations to receive Permanent Shade Structures as follows:**

***Andover Park, Roebourne  
Dodd Court Park, Pegs Creek  
Richardson Way Park, Bulgarra  
Smith Place Park, Nickol  
Point Samson Community Park, Point Samson  
Miles Loop Park, Baynton  
Hillview Place Park, Baynton  
Roebourne Aquatic Centre, Roebourne  
Malster Place Park, Millars Well  
Ausburn Park, Nickol***

**2. Authorise the Chief Executive Officer to call tenders for the construction and installation of Permanent Shade Structures at the ten priority playground locations and that tenders be advertised on the 25th September 2010 with the assessment of tenders to be tabled at the October 2010 Council Meeting for consideration.**

Tenders were advertised in the West Australian newspaper on the 25<sup>th</sup> September 2010 closing 2pm on Wednesday 13<sup>th</sup> October 2010.

#### **Issues**

As part of Scope of Services for the detailed design of Permanent Shade Structures, MNLA have conducted an evaluation and recommendation process analysing the tenders and provided the Shire with a Tender report with submission summary and recommendation. A copy of this report is attached.

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

The criteria and associated weightings were:

Tendered Price	60%
Schedule of Rates	10%
Experience of Similar Works	10%
Ability to Achieve Programme	5%
Current Workload	5%
Sub-Contractors Nominated	10%

A detailed summary is attached, as the confidential evaluation report.

The Tenders were evaluated by a panel consisting of:

- Senior Recreation Development Officer (SOR)
- Representatives from McNally Newton Landscape Architects (MNLA)

### **Options**

Council has the following options available:

1. Accept recommended tender, or
2. Accept an alternative tender, or
3. Not accept any tender.

### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

### **Legislative Implications**

Tenders were called in accordance with Section 3.57 of the Local Government (Functions and Administration) Regulations.

### **Financial Implications**

Council has allocated \$1,198,000 in the 2010/11 budget for the Playground Shade shelter project (RCLP funding of \$174,000 is included within the budget allocation).

### **Conclusion**

The Evaluation Panel believes that the recommended tenderer provides the most advantageous outcome to Council based on an assessment against the criteria as outlined above.

### **Voting Requirements**

Absolute.

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## **RECOMMENDATION**

**That Council endorse the recommendation of the Director Community and Corporate Services for successful tenderer made in the Confidential Evaluation Report for Tender G10 – 10/11, Construction of Permanent Shade Structures**

#### 11.4 ROEBOURNE ADVISORY COMMITTEE MINUTES OCTOBER 2010

<b>File No:</b>	<b>CS.4</b>
<b>Attachment(s)</b>	<b>Minutes of the Roebourne Advisory Committee Meeting Held 21 October 2010</b>
<b>Responsible Officer:</b>	<b>Director Community and Corporate Services</b>
<b>Author Name:</b>	<b>Community Development Coordinator</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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#### **REPORT PURPOSE**

To receive the minutes of the Roebourne Advisory Committee held 21<sup>st</sup> October 2010 and consider any issues emanating from those minutes.

#### **Background**

A Roebourne Advisory Committee Meeting was held on the 21<sup>st</sup> October 2010. Draft minutes of the meeting and recommended public notice board design are provided as an attachment to this report.

#### **Issues**

A summary of the current action list is provided in the minutes. Most items have either been actioned, in progress or awaiting deliberations for progress.

#### **Options**

Council has the following options available:

That Council receive the minutes of the Roebourne Advisory Committee held 21<sup>st</sup> October 2010.

Or

Council decline to accept the minutes of the Roebourne Advisory Committee meeting and propose alternative recommendation.

#### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

#### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

#### **Financial Implications**

The impact of the minutes of the meeting will require the time of Council's Officers to investigate various issues in order to provide responses, scope of works and costs to issues raised.

The expenditure is in accordance with the budget.

**Voting Requirements**

Simple.

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**RECOMMENDATION**

**That Council receive the minutes of the Roebourne Advisory Committee held 21<sup>st</sup> October 2010.**

**ATTACHMENT 1 - MINUTES OF THE ROEBOURNE ADVISORY COMMITTEE  
MEETING HELD 21 OCTOBER 2010**



**Roebourne Advisory Committee  
MEETING**

**MINUTES**

The Roebourne Advisory Committee Meeting was held  
in the Marnda Mia Boardroom, 45 Roe St Roebourne  
on 21 October 2010 at 5.30pm

\_\_\_\_\_  
Collene Longmore  
CHIEF EXECUTIVE OFFICER

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**1 OFFICIAL OPENING**

The Roebourne Advisory Committee Meeting held at Mamda Mia Boardroom, 45 Roe St, Roebourne, 21 October 2010 was declared open at 5:30pm.

**2 RECORD OF ATTENDANCES / APOLOGIES / LEAVE OF ABSENCE**

Committee members:

Cr Garry Bailey	Chairperson
Cr Joanne Pritchard	
Ms Marion Cheedy	
Ms Elizabeth Smith	
Mr Jack Shaw	
Ms Maureen Whitby	
Andrew Ward	Director Community & Corporate Services
John Verbeek	Mgr Economic and Community Dev
Kristy-Lee Cooke	Community Development Coordinator

Apologies:

Cr Fiona White-Hartig;  
Ms Josie Baron  
Dr Jan Kapetas

**3 DECLARATION OF INTEREST**

Nil.

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

Confirmation of the minutes of the Roebourne Advisory Committee held on 27 July  
Moved by Elizabeth Smith and seconded by Joanne Pritchard.

Confirmation of the minutes of the Roebourne Advisory Committee held on 19 August  
moved by Elizabeth Smith and seconded by Joanne Pritchard

**5 ISSUES ARISING FROM PREVIOUS MINUTES**

**ACTION ITEMS UPDATE FROM PREVIOUS MEETING**

Cr Gary Bailey raised the issue of items outstanding as per resolution register. The committee progressed through matters identified in the Resolutions Register with the outcomes noted as per Attachment one.

## **6 AGENDA ITEMS DISCUSSED**

### **6.1 SHIRE OF ROEBOURNE BUDGET ITEMS FOR THE TOWN OF ROEBOURNE 2010/11**

John Verbeek distributed details of the Shire of Roebourne's budget allocations for the town. (Attachment 2)

**Discussion:** The committee discussed budgeted items. The committee also discussed potential budget allocations for 2011/12 and the progress to date on the projects with Officers suggesting the committee consider future budget request for 2011/12 be discussed at the December meeting, utilising the spreadsheet distributed. (Attachment 3). The Committee agreed to consult the local community regarding future budget items.

**Action:** Committee discuss funding requests with the local community and provide feedback for the 2011/12 budget at the December Committee meeting.

### **6.2 ANNUAL COMMUNITY ASSOCIATION DEVELOPMENT SCHEME**

Kristy-Lee and John Verbeek updated the committee on the Shire's \$100,000 grant scheme to community associations and provided guidelines, application form and information on the acquittal process (Attachment 4).

**Discussion:** Officers outlined the schemes guidelines and purpose as well as key dates, in particular:

- Closing Date - 7 December,
- Council consideration of applications 20 December and
- Community Associations being advised of the outcomes 22 December.

**Action:** Committee members to discuss potential projects with the local community and provide information to the committee at the November meeting. The committee will prioritise the scheme application forms prior to the December 7 deadline for Council consideration.

### **6.3 ROEBOURNE LIBRARY STAFFING ISSUES**

**Discussion:** Maureen Whitby raised the matter of the libraries opening hours, questioning why the facility had recently been unstaffed. John Verbeek advised that due to staff shortages and sickness the library was unable to meet the stated opening hours on some occasions.

**Action:** The matter of appropriate signage advising that the library was closed was discussed and it was resolved the Manager of Community Facilities will advise staff to display appropriate (size and location) signage advising the community members that the library was closed.

**6.4 BLOCKADES TO CERTAIN PLACES FOR MOTOR BIKES AND THEIR TRAILS**

**Discussion:** Maureen Whitby raised the matter of the numerous trails for motorbikes not having bollards and restriction barriers between bollards being recently removed. The old cemetery was noted as a particular example.

**Action -** Kristy-Lee to query with Ron Van Welie

**6.5 UPDATE OF CAR BODY REMOVAL**

This matter was discussed previously as it was an item on the Resolution Register

**6.6 NEW LAWS, BUSH TRACKS AND CAR SEATS AND THE EFFECT IT WILL HAVE ON LOCAL FAMILIES.**

**Discussion:** Officers raised the matter of Vehicle usage on bush tracks with committee members and advised them of the information material circulated by local police. (Attachment 5).

Committee members also advised of the difficulty encountered with introduction of the new car seats laws, in particular fitting of car seats to older model cars, driving the local bus as well as the problems encountered by Yaandina community when transporting families. KL was advised that Roebourne prison was training their prisoners to be accredited installers.

**Action:** Kristy-Lee to contact Roebourne Prison to confirm whether their prisoners are qualified to install car seats to comply with new laws.

**6.7 SCHEDULE OF FUTURE COMMITTEE MEETINGS.**

**Discussion:** The committee raised the issue of scheduling regular meeting dates.

**Action:** The committee agreed to the first Monday of the Month at 5pm for all future Committee Meetings (except January).

**7 GENERAL BUSINESS**

**7.1 Maintenance Requests**

**Discussion:** Maintenance request forms (Attachment 6) - John Verbeek advised that committee members can achieve greater turnaround times for maintenance requests by completing maintenance request forms on the Shires website. Officers advised that this may be a more efficient process to follow that the noting of maintenance items at committee meetings.

**7.2 Roebourne Rejuvenation Project-**

**Discussion:** Andrew Ward advised the committee that the Roebourne Rejuvenation Project will not be discussed at state cabinet this coming week. The project director from the Department of Housing advised that cabinet will consider the rejuvenation project in the coming months. The Shire has been informed that this delay should not

impact on the Department of Housing allocating some financial commitment towards the rejuvenation project in the 2011/12 budget.

**Action:** Andrew Ward suggested to the committee that the Shire commence “visioning” sessions with the town as soon as possible. The committee was supportive of commencing this process and Andrew confirmed the consultant had already been engaged and he would advise on availability at the November committee meeting.

**9. CLOSURE & DATE OF NEXT MEETING**

The meeting closed at 7.05pm and the next Roebourne Advisory Committee meeting is to be held in the Boardroom of the Marnda Mia Offices (45 Roe St, Roebourne) at 5.00pm on 1 November 2010.

DRAFT

**RESOLUTION REGISTER**

Date Raised	Issues	Recommendation	Action Officer	Comments/Updates	Status
March 2010	Car removal program to be established.	<p>Investigations and costing required</p> <p>That the Shire budget for monthly removal of car bodies. Was suggested that the Shire work in partnership with Dept Housing to contact tenants about removal of old car bodies.</p>	Lisa Manser – Ranger Services	<p>A \$20,000 allocation has been put forward in the 2010/2011 Council Budget to establish a regular program of car body removal.</p> <p>An information sheet on how to report and abandoned vehicle has been prepared and will be circulated at the May meeting. Information to be posted on the Shires' web site and distributed to the community</p> <p>It was recommended that a Letter box drop with additional information discussed to be to be given to the Roebourne Post Office on the Abandon Vehicle document.</p>	<p>Ranger Services are coordinating the car body removal program. Was due to commence in Oct but delayed. Awaiting advice from Lisa Manser on revised dates. KL to develop forms for community to complete for vehicles they want removed. To be distributed through Milli Milli and Post Office</p>
March 2010	Numbering of streets/houses	Investigations and costing required	Community Safety Community Development	<p>Cr Fiona White-Hartig to contact various Community organisations to seek interest. Current status: Shire of Roebourne has already had discussions with Repay WA as a community service project for offenders to provide stencils, numbers of houses and paint for this project. Community Development and Community Safety Coordinator will work with Corrective Services on this project jointly. Costing for paint and stencils is currently being sourced and Dept Planning have already provided house numbering for Roebourne and Wickham.</p>	<p>Green background painting has begun. KL was adv 25/10 ventilation masks are required - to be ordered before project can continue. Repay WA to advise timeline for completion.</p>

Date Raised	Issues	Recommendation	Action Officer	Comments/Updates	Status
March 2010	Footpaths to/from school priority- Sherlock & Crawford suggested	Investigations and costing required	Tech Services	No new footpaths for Roebourne are listed in the draft Budget. Roebourne Advisory Committee requested new footpaths in Sherlock and Crawford Streets be discussed and considered by Council.	Routine maintenance only has been programmed for 2010-2011. List of budgeted works includes upgrades. KL to confirm with Ron Van Welie
March 2010	Roebourne Community Information Board	<ol style="list-style-type: none"> <li>1. Community Development to obtain additional quotes from alternative suppliers and then make a recommendation to the Committee or preferred solution.</li> <li>2. Committee to make a decision on which option to proceed with.</li> <li>3. Community development to obtain quotes for installation.</li> <li>4. Internal Planning and building approvals obtained as required.</li> <li>5. Installation.</li> <li>6. Official opening and media.</li> </ol>	Community Development	<p>Roebourne Advisory Committee requested that the notice board be placed adjacent to the Post Office. The committee request allocation of the funds to be included in the 2010/11 budget.</p> <p>Community Development provided colour schemes for discussion to the Committee.</p> <p>Additional quotes were obtained from ForPark Australia. Two options from Landmark Engineering and three options from ForPark were presented to the Committee.</p> <p>19/8 The committee recommends the Weatherproof Montego display panel from Landmark Engineering which is weather proof and lockable. It is suggested the colours should be maroon or dark green to keep in line with the heritage theme of Roebourne. Moved: Jan K; Seconded: Marion C.</p> <p>Formal request required to be sent to Gary Bailey as landowner, seeking permission to have the info board installed next to the Post Office</p>	In progress, Committee confirmed preference and colour as maroon (Attachment 1). Attachment showing proposed notice boards to be presented to council in October meeting. Project to proceed once endorsed by council.

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Date Raised	Issues	Recommendation	Action Officer	Comments/Updates	Status
March 2010	Banner poles in Roe Street	That the installation of banner poles in Roe Street in Roebourne be undertaken in accordance with the 2010/11 Budget provisions.	Kristy-Lee Cooke and Angela Bell	Money has been allocated in the Cleansweep budget for banner poles. Community Safety/Community Development to follow through.	Banner brackets have arrived. KL to work with the school, community and Juluwarlu to develop designs for banners. Brackets and banners to be installed to main street light poles once banners are printed.
March 2010	Broken kerbs	That a replacement/repair program be undertaken on the broken kerbs around Roebourne.	Technical Services	Ron Van Welie advised that the footpath crew would be in Roebourne in the Oct-Nov period. Regular maintenance only programmed for 2010-2011.	To be progressed in Oct-Nov.
March 2010	Cemetery - Interpretive signage project	Investigation and costing required.	Tech Services	An allowance has been made in the 2010/2011 Draft Budget. The Scope of the Project to be discussed at the May Meeting. Simple sign to be developed for the 5 Mile Cemetery and have it graffiti coated.	Project was discussed with committee and clarification of requirement was the installation of directional finger board signage only.
March 2010	Basketball court surface replacement	Prepare scope of works and seek cost estimate.	Community Facilities	An allowance has been made in the 2010/2011 Draft Budget. Estimate is \$30,000 to remove rubber backed surface and provide acrylic finish to reduce maintenance.	Facilities advised replacement due March – June 2011 due to heat over summer.
March 2010	Entry statement	To be consistent with Shire towns. Needs scope of works and cost.	Community Safety Angela Bell	An allowance of \$45k x 3 has been included in the 2010/2011 Draft Budget. Scope to be confirmed at the May Meeting. Roebourne Advisory Committee request that the construction be Pilbara Stone Walls at two entry points to town with information included and the remaining \$45K be allocated to a WWII memorial.	Committee was advised of Council's resolution on Entry statements at the October Council meeting.

Date Raised	Issues	Recommendation	Action Officer	Comments/Updates	Status
March 2010	War Memorial	<p>That the Community Safety Coordinator discuss construction of a new War Memorial at next Karratha and Districts RSL meeting and report back to the Roebourne Advisory Council.</p> <p>The Roebourne Advisory committee recommends that only two entry statements be installed and that the money for the third entry statement (Wickham Entry) be re-allocated towards a new war memorial.</p>	Community Safety Angela Bell	<p>RAC recommended that this be place adjacent to the current Memorial in Roe St and include a second list of names as the current Memorial has no further space left. \$45K requested to be allocated from entry statement budget.</p> <p>Angela Bell reported that she discussed this with the Karratha and Districts RSL at the recent meeting and their view was they had no involvement with the Roebourne war memorial or Anzac Day services.</p>	Waiting for Angela Bell to return from leave to advise on current status
March 2010	Indoor court/hall	Investigations required as part of needs analysis for redevelopment of Community Centre	50 Cent Hall Committee	Scoping scheduled for Q3 2010. Council to re-initiate 50 Cent Hall Committee.	50 Cent Hall Committee minutes of the September meeting were read to members. Minutes identified a number of issues and actions for the hall
March 2010	Village Enhancement Park	Shire of Roebourne to follow up with Marnda Mia in regard to progress on park planning and determine level of Shire support of otherwise.	Community Development	Discussions have occurred with Woodside on the project. Project manager from Marnda Mia has left so awaiting feedback from Woodside on support for the project	In Progress
March 2010	Standards of main street trees	Inspection required and attention to any maintenance items.	Tech Services	<p>Budgeted funding for further beautification next financial year.</p> <p>White Ant inspection required.</p> <p>KL/SK understanding of this is that parks and gardens had inspected and trimmed the trees in the main street – need to seek confirmation from parks and gardens.</p>	To be investigated as part of Roebourne rejuvenation scheme

Date Raised	Issues	Recommendation	Action Officer	Comments/Updates	Status
24 June 2010	Accumulation of rubbish around Roebourne	Investigate the feasibility of the supply of an additional rubbish bin for townspeople.	John Verbeek, Troy Davis, Allan Moulton	The committee recommends that as well as rubbish pick ups twice per week, that an additional bin be offered FOC to each household and the cost be taken from the \$100K that was allocated to each town.	May be considered as part of the 100K community Association grant scheme initiative, JV to provide costings
24 June 2010	'Welcome to Ngarituma Country' airport sign – example at Paraburdoo Airport	Follow up with Larry Softly in regard to obtaining information about the Paraburdoo Airport Welcome to Country signage.	John Verbeek	Contact made with Larry Softly. Mr Softly advised that he attended Paraburdoo Airport and to the best of his knowledge there was no welcome to country sign at Paraburdoo airport.	Put on hold at request of SoR CEO
24 June 2010	Accumulation of rubbish around Cheeditha	Follow up about providing a skip bin to make use of a bobcat and truck available at Cheeditha.	John Verbeek	Council no longer provides a skip bin service to outside clients. Cheeditha Community would need to engage a private contractor. 19/8 Was suggested that a second bin also be offered FOC to Cheeditha residents as per Roebourne residents.	May be considered as part of the 100K community Association grant scheme initiative
27 July 2010	Vehicle congestion, throughput and lack of parking on Roe Street	That an investigation into the feasibility of removing the concrete treatments along Roe Street which inhibit parking is taken. That a program of monitoring the traffic movements along Roe Street in Roebourne be established to ascertain the speed of vehicles.	Technical Services	Recommendation by the committee was that Tech Services work in partnership with Main Roads and WAPOL to address. It was also recommended that the 50km zone be extended through town up past the oval given the children crossing roads etc. Moved: Beth Seconded: Jan	To be investigated as part of Roebourne rejuvenation scheme.
27 July 2010	Traffic barriers required on Crawford Way	That the Technical Services Department investigate and report back on the safety of vehicles on Crawford Way and the necessity of visible barriers.	Ron Van Welie	Technical Services to attend to.	Ron Van Welie advised that guide posts were installed over culverts. Maureen W requested that guide rails be installed. KL to query with Ron Van Welie.

Date Raised	Issues	Recommendation	Action Officer	Comments/Updates	Status
27 July 2010	Cemetery signage	That Council liaise with the Shire of Camarvon regarding obtaining information about their grave marking procedure and advise on duplicating that at the Wickham and Roebourne Cemetery.	Shire of Camarvon	Ron Van Welie advised that the cast iron or aluminium headstones were approx \$38 each. The committee recommends that money for a Cemetery Conservation Plan should be included in next FY budget.	For inclusion in 2011/12 budget
21 October 2010	SHIRE OF ROEBOURNE BUDGET ITEMS FOR THE TOWN OF ROEBOURNE 2010/11	Committee discuss funding requests with the local community and provide feedback for the 2011/12 budget at the December Committee meeting.	John Verbeek	John Verbeek distributed details of the Shire of Roebourne's budget allocations for the town. (Attachment 2)	
21 October 2010	<p>ANNUAL COMMUNITY ASSOCIATION DEVELOPMENT SCHEME</p> <p>Officers outlined the schemes guidelines and purpose as well as key dates, in particular:</p> <ul style="list-style-type: none"> <li>• Closing Date - 7 December,</li> <li>• Council consideration of applications 20 December and</li> <li>• Community Associations being advised of the outcomes 22 December.</li> </ul>	Committee members to discuss potential projects with the local community and provide information to the committee at the November meeting. The committee will prioritise the scheme application forms prior to the December 7 deadline for Council consideration.	Kristy-Lee Cooke and John Verbeek	Kristy-Lee and John Verbeek updated the committee on the Shire's \$100,000 grant scheme to community associations and provided guidelines, application form and information on the acquittal process (Attachment 4)	

Date Raised	Issues	Recommendation	Action Officer	Comments/Updates	Status
21 October 2010	ROEBOURNE LIBRARY STAFFING ISSUES	The matter of appropriate signage advising that the library was closed was discussed and it was resolved the Manager of Community Facilities will advise staff to display appropriate (size and location) signage advising the community members that the library was closed.			
21 October 2010	BLOCKADES TO CERTAIN PLACES FOR MOTOR BIKES AND THEIR TRAILS	Maureen Whitby raised the mater of the numerous trails for motorbikes not having bollards and restriction barriers between bollards being recently removed. The old cemetery was noted as a particular example.	Kristy-Lee Cooke	Kristy-Lee to query with Ron Van Welie	
21 October 2010	NEW LAWS, BUSH TRACKS AND CAR SEATS AND THE EFFECT IT WILL HAVE ON LOCAL FAMILIES.	<p>Officers raised the matter of Vehicle usage on bush tracks with committee members and advised them of the information material circulated by local police. (Attachment 5).</p> <p>Kristy-Lee to contact Roebourne Prison to confirm whether their prisoners are qualified to install car seats to comply with new laws.</p> <p>Committee members also advised of the difficulty encountered with introduction of the new car seats laws, in particular fitting of car seats to older model cars, driving the local bus as well as the problems encountered by</p>	Kristy-Lee Cooke		

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		Yaandina community when transporting family's .KLC was advised that Roeboume prison was training their prisoners to be accredited installers.			
21 October 2010	SCHEDULE OF FUTURE COMMITTEE MEETINGS	The committee agreed to the first Monday of the Month at 5pm for all future Committee Meetings (except January).			

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The resolutions below have been completed or are of an ongoing nature. The committee has asked that this be left in the register for information purposes.

Date Raised	Issues	Recommendation	Action Officer	Comments/Updates	Status
March 2010	Shire to reconvene Roeboume Youth Network	Shire of Roeboume to facilitate meeting of youth service providers.	Kristy-Lee Cooke	The Shire is in the process of updating its 3 Year Youth Plan and will use this process to re-engage the RYN as well as other stakeholders operating in the youth area.	In progress. KL to attend Roeboume Youth Forum on 8/09/10 Ongoing
March 2010	Tree verge maintenance on entrance to town	Investigations and maintenance program required	Tech Services	Current status: KL/SK understanding is that this was inspected and found that there had been significant damage to irrigation and trees were in poor condition etc. Check with parks/gardens on current status, however there was also previous discussion had with the committee about a possible garden/beautification project that if funded by the shire for cost of materials and plants etc that the community may undertake themselves or potentially may be another option for a Repay WA project.	To be inspected. Tech Services advised that no further action will be taken until Rejuvenation project announcements
March 2010	Various derelict houses condition	Inspection required and action needed where applicable.	John Verbeek	Demolition orders were placed on properties. NBAC has approached the Shire to possible redevelopment for indigenous group housing through Foundation Housing which would mean the facilities are demolished. Authority has been provided by Foundation Housing to NBAC to negotiate purchase.	JV adv 5 – 6 houses have already been demolished. Others have been purchased by new owners to either demolish or renovate. Complete
March 2010	Street lighting-condition/maintenance	Investigations of responsibilities required	Simon Kot	All lights not operating to be reported to Horizon Power. For discussion at May meeting. Current status: SK advised that all maintenance on street lighting be reported to Horizon Power as the SoR has a maintenance contract with Horizon to maintain and repair the street lights.	Horizon Power is the contact organisation for repairs and replacements. Not Shire responsibility. Completed

Date Raised	Issues	Recommendation	Action Officer	Comments/Updates	Status
March 2010	Signage on North West Coastal Highway approach to Roebourne to direct traffic.	Shire to contact Main Roads to progress	Community Development	MRWA advised existing NWCH signage as adequate to meet Aust Standards. SoR has ordered signs to install "No through Rd" sign and signs further down to Woodbrook and Harding Dam.	Completed
May 2010	Naming of creeks of NWC Highway	That Council liaise with the Main Roads Department to ascertain if the creeks along the North West Coast Highway from Whim Creek to Karratha can have naming assigned.	Main Roads Department SoR Jack Shaw	MRWA advise that due to constant vandalism MRWA is investigating other methods to sign post the bridges. Signs reported missing or damaged have been attended to in the past but they often go missing or are damaged again.	Completed
May 2010	Dog Problem	Investigate dog problem at 661 A/B Burrup St	Ranger Services	May 2010 13 dogs removed from property in last 3 month. Issue addressed.	No further action.
May 2010	Light pole on School Oval	Power supply - Investigate location of 3 phase outlet	May 2010	Light pole on School Oval	Currently no outlet, but SoR will noted for budget consideration in 2011/12
24 June 2010	Rubbish around the Roebourne water pipeline	Investigate the feasibility of reopening the Roebourne waste management facilities.	John Verbeek, Troy Davis, Allan Moulton	The Roebourne Waste management facility is permanently closed and there is no intention of reopening. It is currently operating as a waste transfer station. 19/8 Ron advised the Shire does a clean up each time they are out that direction.	No further action required
27 July 2010	Speed humps for Cheeditha Community	Investigate who is responsible for roads in Cheeditha.	John Verbeek	Determined not to be Shire responsibility.	No further action
27 July 2010	Projects for Roebourne in 2010/11 Budget	That the Executive Manager Technical Services be invited to the next meeting of the Roebourne Advisory Council to outline the impacts of the 2010/11 Budget in regard to the Roebourne town site.	Troy Davis	Ron Van Welie gave an update on the Tech services budget – CD to save copy for future reference	No further action

Date Raised	Issues	Recommendation	Action Officer	Comments/Updates	Status
27 July 2010	Cyclone Pole on top of Mt Welcome	That the loose Cyclone Warning pole on the top of Mt Welcome be repaired.	Kristy-Lee Cooke Mike Booth	It needs to be identified who is responsible for the repairs to the cyclone pole. Community Development to investigate with Technical Services whether FESA are responsible. New conduit has been installed. Pole appears to have been repaired.	Completed
27 July 2010	Weeds in streets and verges near Library	That the Technical Services Department undertake a weed removal program on the weeds and verges near the library.	Technical Services	The committee requested that the weeds be poisoned and removed near the library.	Completed
27 July 2010	Toilet signage	That the Technical Services Department investigate and report back on the requirement for signage advising the location of the toilets in Roebourne town centre.	Technical Services Ron Van Welie to advise Works Coordinator to attend to.	Beth Smith requested that Tech Services remove the public toilet sign from the Rec Club given it is no longer open for use.	Completed
27 July 2010	NWC T Junction signage	That Council liaise with the Main Roads Department to ascertain if the signage on the North West Coast T-junction can be replaced/repared.	Main Roads Department	Needs to be determined who at the Shire will take carriage of liaising with Main Roads	Completed
27 July 2010	Quad bikes	That the Pilbara Police Superintendent be invited to the next meeting of the Roebourne Advisory Council to discuss solutions to the problem of quad bikes being driven along Roebourne footpaths.	Senior Ranger WAPOL  Angela Bell to Liaise with WAPOL.	Police advised that they were limited in terms of what they can do and that it was more a Shire matter to deal with. It was recommended that the police and Senior Ranger work together on joint patrols as the Shire have the power to seize bikes and vehicles. Council to work with WAPOL to educate children in Roebourne.	Rangers have increased patrols, no bikes impounded to date, focus on education of riders. Ongoing



## **12 INFRASTRUCTURE SERVICES**

### **12.1 CONFIDENTIAL REPORT - AURORA ALGAE PTY LTD - AIRPORT POWER SUPPLY**

**File No:** TT.75

**Attachment(s)**

- 1. CONFIDENTIAL Legal Advice**
- 2. CONFIDENTIAL Scope of Work and Karratha Airport Power Upgrade Layout**
- 3. CONFIDENTIAL Letter from Aurora**

**Responsible Officer:** Director Infrastructure Services

**Author Name:** Airport Manager

**Disclosure of Interest:** Nil

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**Confidential report and attachments to be tabled under a separate cover.**



**12.2 CAPE LAMBERT PORT B DEVELOPMENT  
PROPOSAL TO UPGRADE AND SEAL VARIOUS ROADS AT CAPE LAMBERT**

<b>File No:</b>	<b>A78346</b>
<b>Attachment(s)</b>	<b>1. Correspondence from Rio Tinto</b> <b>2. Site Access Roads Upgrade Plan</b> <b>3. Cape Lambert Port B Plan</b>
<b>Responsible Officer:</b>	<b>Director Infrastructure Services</b>
<b>Author Name:</b>	<b>Manager Of Works</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**REPORT PURPOSE**

For Council to consider endorsing Rio Tinto's request enabling the construction and upgrade of several roads within the Cape Lambert Port area.

**Background**

The proposed expansion of the Cape Lambert Port area by Rio Tinto will require additional roads that service the transient workers camp and provide heavy vehicle access to the mine site.

Rio Tinto have requested Council's endorsement towards the proposed roads which will require a letter from the Shire to the Department of Regional Development and Lands (RDL previously the State Lands Division) advising that the Shire of Roebourne endorses the Rio Tinto proposal to construct the roads as outlined in the Rio Tinto correspondence. This is inclusive of granting access to the land in the reserves vested to the Shire of Roebourne and that the Shire of Roebourne supports the issue of a section 91 licence under the Land Administration Act over this land to Rio Tinto, for the purposes of construction.

**Issues**

As can be seen within the attached plan "Site Access Roads Upgrade", Rio Tinto wish to construct Road # 2 (Construction Worker Access Road) and Road # 3 (Water Corporation Access Road). These two roads are internal roads that service Rio Tinto activities only and as such should remain as private roads with the maintenance responsibility remaining with Rio Tinto.

Negotiations between Rio Tinto and Shire of Roebourne staff have led to the following outcomes and recommendations on the remaining roads being Road # 1 (Heavy Haulage Road) and Road # 4 (Extension of Walcott Road).

Council staff advised that any proposed mine access through the Wickham Townsite via Wickham Drive and Walcott Road would have localised safety issues. Road geometry, no suitable intersection turning radii, interaction between pedestrian and vehicular traffic would lead to safety concerns and infrastructure damage.

It was proposed that a new heavy vehicle access be constructed from the Point Samson / Roebourne Road (owned by Main Roads WA - MRWA), which would link to Walcott Road, North of the Wickham townsite.

For Council to grant approval to the construction of a new heavy vehicle access, Rio Tinto was advised that the sealing of the remainder of Walcott Road would also need to be undertaken (from the end of the current sealed section on Walcott Road to the Rail Crossing) and at Rio Tinto's expense.

This would give an all weather road from the Wickham townsite to the rail crossing and eliminate Council maintenance grading activities in the future.

As designated heavy vehicle roads, both roads would need constructing to suit the largest Restricted Access Vehicles (RAV vehicles) to enable MRWA endorsement as a heavy vehicle route.

Rio Tinto has agreed to such a proposal for both roads, inclusive of a 2 year maintenance responsibility at their expense.

Walcott Road is owned by the Shire of Roebourne and the heavy vehicle access road will be vested to the Shire of Roebourne after construction. The vesting will give some security and control to the Shire of Roebourne regarding traffic movements within the area.

Further to the Walcott Road upgrade, Council Staff have advised that Rio Tinto needs to address the remaining section of unsealed road known as Boat Beach Road.

This road services the existing Port Walcott Yacht Club, the Port Walcott Volunteer Marine Rescue Radio Shack Operations and gives access for the community to an existing boat ramp and beach facility.

This public access is currently graded by Council with minor repair works undertaken to surface failures. The road in general has had no formalisation to its ownership. Council staff advised Rio Tinto that it may be more prudent that the road is sealed by RIO Tinto and vested to the Shire of Roebourne and that this action should consolidate any Council concern towards public access restrictions in the future.

Rio Tinto's consultant's reply was "*That there will be a huge issue with the Shire pursuing boat beach road for creation as a public road and we will not be able to agree on this. I would strongly urge you to reconsider this aspect of the proposal and remove it from your agenda.*

*Boat beach road is, and once it is realigned and sealed, will continue to be wholly contained within the Robe State Agreement special lease on which the company's port operations exist.*

*It would be very unlikely and probably unwise for the company to agree to a process that will sever the State Agreement special lease, at the same time creating an opportunity for the public to move uncontrolled between these severed lands so close to a very busy industrial port.*

*Additionally this approach creates other problems regarding ownership, public access & maintenance for the bridge crossing over the railway".*

The consultant also believes "*that the Rio proposal provides for a better managed outcome as it guarantees public access from the bridge to the beach (Shire's goal) but will retain a discreet level of control should a situation where safety & security require it (Rio's goal)".*

Advice from Rio Tinto's consultant is that they are prepared to recommend to Rio Tinto, as an alternative to dedication, that they look to formulate an access agreement/deed between Rio Tinto and the Shire of Roebourne that alleviates public access concerns. This access agreement will require legal endorsement from Council's solicitors.

Rio Tinto has also advised that the sealing of Boat Beach Road will be undertaken in two stages.

#### Stage 1

From the rail bridge (end of Walcott Road new seal) to the Engineering Procurement and Construction Management (EPCM) and Contractor's Offices (See attachment "Cape Lambert Port B Phase A plan").

#### Stage 2

Will need road realignment prior to sealing (See attachment "Cape Lambert Port B- Phase A plan").

Once completed Boat Beach Road is to be the through extension of Walcott Road and combined they will act as the mine site's RAV heavy vehicle route.

### **Options**

The options are:

For Council to endorse the request from Rio Tinto towards the proposed roads;

1. This will require a letter from the Shire to the department of Regional Development and Lands (RDL previously the State Lands Division) advising that the Shire of Roebourne endorses the Rio Tinto proposal to construct these roads as was outlined in the Rio Tinto correspondence.

This is inclusive of granting access to the land in the reserves vested to the Shire of Roebourne and that the Shire of Roebourne supports the issue of a section 91 licence under the Land Administration Act over this land to Rio Tinto for the purposes of construction.

That Council advise that Road # 2 (Construction Worker Access Road) and Road # 3 (Water Corporation Access Road) are internal roads that service Rio Tinto activities only and as such should remain as private roads with the maintenance responsibility remaining with Rio Tinto rather than becoming Shire of Roebourne road assets.

That Road # 1 (Heavy Haulage Road) and Road # 4 (Extension of Walcott Road) be constructed to suit RAV heavy vehicle access required by Rio Tinto, that the roads are vested with the Shire of Roebourne and that Rio Tinto afford a 2 year maintenance period responsibility on the roads after construction. This option will alleviate RAV heavy vehicle traffic through the Wickham Townsite.

That the Shire of Roebourne and Rio Tinto enter into discussions to formulate an access agreement/deed that alleviates public access concerns to the current Port Walcott Yacht Club, the Port Walcott Volunteer Marine Rescue Radio Operations Shack and gives access for the community to the existing boat ramp and beach facility.

That the access agreement be reviewed by Council's solicitors.

2. That Council not endorse the proposal or offer an alternative.

**Policy Implications**

No implications

No implications.

**Financial Implications**

Reduced maintenance costs through the elimination of grading and general road maintenance activities.

**Conclusion**

Sealing of Walcott Road will reduce maintenance cost and provide an all weather trafficable surface for the community and combined with removing / reducing RAV heavy vehicle and general mine type traffic (which would have had to traverse through the Wickham Townsite), the proposal seems sound.

If supported by Council, the proposal produces a safer community environment and should be supported.

Council will need to work with Rio Tinto to deliver a suitable agreement re public access via Boat Beach Road.

**Voting Requirements**

Absolute.

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## **RECOMMENDATION**

- 1: That Council endorse the request from Rio Tinto for the construction of Road # 1 (Heavy Haulage Road), Road # 2 (Construction Workers Access Road), Road # 3 (Water Corporation Access Road) and Road # 4 (Extension to Walcott Road), which will require a letter from the Shire to the Department of Regional Development and Lands advising that Council endorses the Rio Tinto proposal to construct these roads as outlined in the Rio Tinto correspondence.**
- 2: Advise that Road # 2 (Construction Worker Access Road) and Road # 3 (Water Corporation Access Road) are internal roads that service Rio Tinto activities only and as such must remain as private roads with the maintenance responsibility remaining with Rio Tinto.**
- 3: Road # 1 (Heavy Haulage Road) and Road # 4 (Extension of Walcott Road) be constructed to suit the heavy vehicle access required by Rio Tinto, the roads are vested with the Shire of Roebourne and that Rio Tinto are obligated to undertake a 2 year maintenance period responsibility to Roads # 1 and # 4 after construction.**
- 4: The Shire of Roebourne and Rio Tinto enter into discussions to formulate an access agreement/deed that alleviates public access concerns to the current Port Walcott Yacht Club, the Port Walcott Volunteer Marine Rescue Radio Shack Operations and gives access for the community to the existing boat ramp and beach facility.**
- 5: Delegate authority to the Chief Executive Officer to finalise the access agreement / deed inclusive of legal endorsement from Council's Solicitors.**

## ATTACHMENT 1 – CORRESPONDENCE FROM RIO TINTO

**RioTinto**

Iron Ore  
152-158 St Georges Terrace  
Perth 6000  
Western Australia  
T + 61 (8) 9327 2000

**Private and confidential**

Chief Executive Officer  
Shire of Roebourne  
PO Box 219  
KARRATHA WA 6714

17 October 2010

Our reference P0064.02  
Your reference

Attention: Ron Van Welie

Dear Ron

**CAPE LAMBERT PORT B DEVELOPMENT  
PROPOSAL TO UPGRADE & SEAL VARIOUS ROADS AT CAPE LAMBERT**

Thank you for the recent meeting and follow up discussions relating to the proposal by Rio Tinto to seal and upgrade various roads at Cape Lambert.

Pursuant to negotiations with yourself the following commitments are made in relation to the road proposals identified in attached Plan PDE0074720v8.

Road 1 – Heavy Haul Road - Rio Tinto agrees to the Shires request for a 2 year maintenance responsibility to Rio Tinto from completion of construction.  
Road 4 - Walcott Road extension - as per road 1.  
Road 2 – Construction Worker access road – it is agreed that this road will remain as private road with the maintenance responsibility residing with Rio Tinto.  
Road 3 – Water Corporation access road – as per Road 2.

In relation to dealing with Boat Beach Road I can advise:

- a) Rio Tinto confirms a commitment to retaining public access to Boat Beach Road. This has also been confirmed with the Lands Division of Regional Development and Lands. An access agreement/deed between Rio Tinto and the Shire that alleviates your public access concerns can be formulated at a later date if required.
- b) Boat Beach Road will be sealed at least to the EPCM Contractor offices as part of the Stage 1 realignment works.  
The attached plan as tabled at the recent meeting shows that Boat Beach Road will be sealed from the rail crossover bridge to the EPCM Contractor offices as part of the Stage 1 port expansion works. It is proposed that the remainder will be sealed as part of the Stage 2 expansion works (within the next year or so) as the road will need to be realigned through this section at that time.
- c) Rio Tinto will work with the Shire to resolve the issue of ownership of Boat Beach Road within Robe River tenure boundaries.  
It is proposed that Rio Tinto maintain ownership and road management responsibility from the rail crossover bridge to Boat Beach within the Rio Tinto tenure boundaries. It is suggested that private road signs be erected similar to those at Dampier.

**Rio Tinto**

To meet construction deadlines, the Shire is now requested to endorse these proposals as have been outlined at the earliest possible opportunity.

Your endorsement by supporting the issue of a section 91 licence from RDL to Rio Tinto will facilitate entry onto the land for the construction of these roads.

We look forward to the Shires favourable response and should you require additional information please do not hesitate to contact either Rene Shipp on 9366 5643 or Frank Mattaboni on 0407 445 339.

Yours sincerely



Frank Mattaboni  
Land Acquisition Consultant – Tenure Approvals



**ATTACHMENT 2 - SITE ACCESS ROADS UPGRADE PLAN (SEE ATTACHED)**



**ATTACHMENT 3 - CAPE LAMBERT PORT B PLAN (SEE ATTACHED)**



### 12.3 KARRATHA FLYING SERVICES - ASSIGNMENT OF LEASE

**File No:** TT.61  
**Attachment(s)** Email from Woodhouse Legal  
**Responsible Officer:** Director Infrastructure Services  
**Author Name:** Airport Manager  
**Disclosure of Interest:** Nil

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#### **REPORT PURPOSE**

For Council to consider a request from Karratha Flying Services (2008) Pty Ltd for an altering of the conditions relating to their current lease over Lots 7 and 8 at Karratha Airport.

#### **Background**

At the Council meeting held on 20 July 2009, Council approved the assigning of the lease over Lot 7 at Karratha Airport, following a change in the ownership of Karratha Flying Services. An excerpt from the Council meeting minutes is below:

#### **RECOMMENDATION/ COUNCIL RESOLUTION**

**Res No : 14712**

**MOVED : Cr Lockwood**

**SECONDED : Cr Cechner**

**That Council approves the assigning of the existing lease agreement, with all its rights and obligations, from Karratha Flying Services Pty Ltd (ACN 065 580 690) to Karratha Flying Services (2008) Pty Ltd (ACN 127 916 607)**

**CARRIED**

Subsequently, Council approved a further lease of the adjoining Lot 8, to Karratha Flying Services (2008) Pty Ltd, as per the below recommendation at the Council meeting held on 16 November 2009 :

#### **COUNCIL RESOLUTION**

**Res No : 14885**

**MOVED : Cr Lally**

**SECONDED : Cr Hipworth**

**That Council reject all tenders received for Tender KAP 01-09/10 regarding the lease of Lot 8 at Karratha Airport.**

**AND**

**That Council delegate authority to the Chief Executive Officer to negotiate directly with Karratha Flying Services for the lease of Lot 8 at Karratha Airport as per the valuation amount and for a term not exceeding 15 years, to be valued to market every 3 years and to CPI annually.**

**CARRIED**

Thus, Karratha Flying Services (2008) Pty Ltd holds two existing leases, over Lots 7 and 8.

Lot 7 - The original lease started on the 1 July 2004 for a period of 10 years, the reassignment due to a name change was on 1 August 2009.

Lot 8 - Term: 15 years. Commencement date: 1<sup>st</sup> January 2010. Expiry Date: 31<sup>st</sup> December 2025

Correspondence, in writing (attached) was received dated 13 September 2010, and advising of a company restructure. As part of this restructure, the shares in Karratha Flying Services are to be transferred, in three equal lots, to three Pty Ltd companies as trustees for the three owners that make up Karratha Flying Services (2008) Pty Ltd.

### **Issues**

Under Section 8.3 of the current lease agreement between Shire of Roebourne and Karratha Flying Services (2008) Pty Ltd, if there is a change in the principal shareholders of a corporate lessee (which is not a public listed company) and this has the effect of altering the effective control of the “Lessee” then this is deemed to be an assignment of the lease which requires the consent of the Shire.

This is set out in Clause 9.3 of the lease agreement:

#### **9.3 Change of shareholding**

*An assignment of this Lease requiring the consent of the Lessor in the terms of clause 9.2 will be deemed to occur when:*

- (a) any change in the principal shareholders of any corporate Lessee (which is not a public listed company) occurs which has the effect of altering the effective control of the Lessee;*

Advice has been obtained from the Shire’s legal representative, Woodhouse Legal, and the view put forward by Woodhouse Legal is that the changes to the structure of Karratha Flying Services (2008) Pty Ltd is either an effective change in the control of the company or could lead to the control being changed in the future without the knowledge of the Shire.

This could occur, for example, if one of the Pty Ltd companies that the shares are being transferred to was to change ownership. This would be an effective change in control of the company, and it is in the best interests of the Shire to be able to have control over the holding of the lease.

In order to ensure this, Woodhouse Legal has advised it would be prudent for the Shire to assign the 2 x leases currently held by Karratha Flying Services (2008) Pty Ltd to the three (3) Pty Ltd companies that the shares are being transferred to. This will ensure that any change in ownership of any or all of these 3 companies in the future will need to be communicated to the Shire as the lease will require re-assignment.

The three (3) Pty Ltd companies are:

CBR929RR Pty Ltd  
Fletch Holdings Pty Ltd  
BMA Holdings (WA) Pty Ltd

### **Options**

Council has the following options available:

1. Accept the advice of Woodhouse Legal and assign the leases held by Karratha Flying Services (2008) Pty Ltd to the 3 x Pty Ltd companies.
2. Not accept the advice of Woodhouse Legal and retain the leases in their current format.

### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

### **Legislative Implications**

Under the management order for the site, it is a requirement that all leases are endorsed by the Minister for Lands.

### **Financial Implications**

There are no financial implications resulting from this report as all costs associated with amending the leases are borne by the lessee.

### **Conclusion**

It is recommended that the advice received from Woodhouse Legal is accepted, and the leases currently held by Karratha Flying Services (2008) Pty Ltd are assigned to the three Pty Ltd companies.

### **Voting Requirements**

Simple.

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## **RECOMMENDATION**

**That Council:**

- (1) **Approve the assigning of the current leases over Lot 7 and 8 at Karratha Airport held by Karratha Flying Services (2008) Pty Ltd**
- (2) **The leases be assigned to the following Pty Ltd companies:**
  - CBR929RR Pty Ltd**
  - Fletch Holdings Pty Ltd**
  - BMA Holdings (WA) Pty Ltd**



## ATTACHMENT 1 – EMAIL FROM WOODHOUSE LEGAL

-----Original Message-----

From: Karratha Flying Services [<mailto:karrathaflying@bigpond.com>]

Sent: Tuesday, 31 August 2010 2:29 PM

To: Susan Bowman

Subject: Change of Shareholding

Good Afternoon Sue

Karratha Flying Services (2008) Pty Ltd. (KFS) currently has a lease of land and building (lot 8 only) on Lots 7 and 8 Norman Road Karratha Airport. The three shareholders of Karratha Flying Services are myself, Kylie Smith and Andrew Gray.

Due to a company restructure the shares in KFS will be transferred, in equal lots, to three Pty Ltd. companies as trustees for the Michael Ardagh Trading Trust, Kylie Smith Trading Trust and the Andrew Gray Trading Trust

.

I note that clause 8.3 of the lease agreement involves "change of shareholding" and its particular point (a) refers to "altering the effective control of the lessee" and that the consent of the lessor is, in some certain circumstances required for a change of shareholding as it pertains to Lots 7 and 8 Norman Road.

From my perspective the shareholding restructure is an administrative exercise only and will not, in my opinion, alter the lease agreement or change in anyway our responsibilities and commitment to that lease. However, I would ask that you review this proposed share transfer as it applies to the Shire of Roebourne and the lease on Lots 7 and 8 Norman Road and advise accordingly.

If you have any questions or require further information please do not hesitate to contact me at any time.

Yours Sincerely

Michael Ardagh  
Director  
Karratha Flying Services

**Chris Fox**

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**From:** Janelle Bailey [jbailey@woodhouselegal.com] on behalf of John Woodhouse [jwoodhouse@woodhouselegal.com]  
**Sent:** Monday, 20 September 2010 3:26 PM  
**To:** Susan Bowman; Chris Fox  
**Subject:** Karratha Flying Services (2008) Pty Ltd - Assignment of Lease  
**Attachments:** 20100130 ASIC Search.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear Sue & Chris

I refer to my earlier email. I also refer to my telephone discussion with Chris on 20 September 2010.

Firstly, I have obtained an ASIC search of Karratha Flying Services (2008) Pty Ltd and a copy is **enclosed**.

As you will see from the search, the current shareholders are Michael Ardagh, Kylie Smith and Andrew Gray.

Under the existing lease, if there is a change in the principal shareholders of a corporate lessee (which is not a public listed company) and this has the effect of altering the effective control of the "Lessee" then this is deemed to be an assignment of the lease which requires the consent of the Shire. See clause 8.3.

The email from Michael Ardagh to Sue dated 31 August 2010 states that the shareholding is proposed to be changed to 3 proprietary limited companies as trustees for the trusts of the 3 persons concerned.

In my view, this is either an effective change in the control of the company or could lead to the control being changed.

At this stage, the email from Michael Ardagh does not give the names of the proposed companies so I cannot do a search of the shareholding of those companies. In any event, however, it would be possible for the shareholding in those companies to be changed and in that way effective control of the Karratha Flying Services (2008) Pty Ltd., would change.

It seems to me therefore, that it would be prudent for the lease to be assigned, with the consent of the Shire, to the 3 new companies. The matter would need to be taken to the council, the Minister's consent would be also needed and a formal assignment of lease would need to be prepared.

Before any of this is commenced, I suggest that Chris discusses the matter with the lessee and that you let me know how matters are to proceed.

I look forward to hearing from you.

Regards

John M Woodhouse  
[jwoodhouse@woodhouselegal.com](mailto:jwoodhouse@woodhouselegal.com)

## **12.4 RECREATIONAL BOATING FACILITIES SCHEME PROJECT WITHDRAWAL, DAMPIER ABLUTIONS**

<b>File No:</b>	<b>GS.10</b>
<b>Attachment(s)</b>	<b>Installed signage photo</b>
<b>Responsible Officer:</b>	<b>Director Infrastructure Services</b>
<b>Author Name:</b>	<b>Manager Works</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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### **REPORT PURPOSE**

For Council to advise the Department of Planning of it's withdrawal of the Round 11 Recreational Boating Facilities Scheme (RBFS) funding request for the construction of ablutions at the Dampier boat ramp facility.

### **Background**

In July 2005 the Shire of Roebourne applied to the then Department of Planning for funding through the Recreational Boating Facilities Scheme to construct an ablution at the Dampier boat ramp facility.

Funding was requested for \$75,000 which was to be met with a similar funding contribution from the Shire of Roebourne.

The total project costing was budgeted at \$150,000.

### **Issues**

The proposed ablution project stalled due to difficulty in delivering the ablutions construction.

Originally the ablutions were to be a composting or septic type facility; however tidal impact and problems with excavation restricted this type of facility.

The next option was to consider connection to existing deep sewage, however this entailed the construction of a 300mtr sewer line, a 300mtr water line and an electrical supply required for lighting. Excavation to install the associated infrastructure would likely be impeded by insitu rock and therefore further cost.

The inherent difficulties in delivering the project and a review of the need for such a facility saw Council discussing the issue at the 2010 / 2011 pre budget briefing session.

It was agreed that the ablutions would not be constructed and that a suitable sign showing where current ablutions were located would be installed. The budget allocation for the project was removed.

There are current public ablutions on the Windy Ridge Oval approximately 250mtrs from the boat ramp and a further ablution inclusive of a carpark that would accommodate a trailered boat, approximately 1000mtrs along The Esplanade heading west.

Both have been on the newly installed ablution sign which is installed at the Dampier boat ramp.

The Department of Planning is requesting that the Shire of Roebourne officially withdraw the funding request enabling project closure.

### **Options**

Council has the following options:

1. Advise Department of Planning that Council wishes to withdraw the Dampier boat ramp ablutions project funded under RBFS round 11 funding.

OR

2. Progress the project and reinstate the budget which would need to be decided by absolute majority.

### **Policy Implications**

No implications

### **Legislative Implications**

No implications.

### **Financial Implications**

Approximately \$1,000 provided under sign maintenance for the supply and installation of an advisory sign at the Dampier boat ramp.

### **Conclusion**

The original project to develop an ablution block at the Dampier boat ramp proved to be beyond the original scope and a decision was made during the development of the 2010/2011 budget that the project should be removed from the Council budget.

This report serves to formalise that decision and allows the funding to be withdrawn.

### **Voting Requirements**

Simple.

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### **RECOMMENDATION**

**That Council advise the Department of Planning of its intention to withdraw the round 11 funding request valued at \$75,000, for funding assistance towards the construction of an ablution at the Dampier boat ramp facility.**

**ATTACHMENT 1 – INSTALLED SIGNAGE PHOTO**





## **12.5 STATE BLACK SPOT PROPOSAL FOR 2011 / 2012.**

<b>File No:</b>	<b>GS . 3</b>
<b>Attachment(s)</b>	<b>Intersection Design Plans</b>
<b>Responsible Officer:</b>	<b>Director Infrastructure Services</b>
<b>Author Name:</b>	<b>Manager Of Works</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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### **REPORT PURPOSE**

To request Council endorsement for the Millstream and Searipple Road intersection State Black Spot funding, to be submitted for the 2011–2012 financial year.

### **Background.**

Local Governments are eligible to apply for National and State Black Spot Funding provided the project submitted meets strict crash criteria and the funding guidelines associated.

A project can also be approved after a road safety audit analysis.

Projects are based upon the previous 5 years of recorded crash history relating to any defined section of road, intersection or other type road geometry.

Engineered crash prevention measures and their construction costs are weighted against community costs incurred by the type crashes recorded.

This formula results in a Benefit to Cost Ratio (BCR).

The BCR is then used to determine which projects are likely to receive Black Spot funding, which has been allocated to a Regional Road Group area.

Funding is based upon a  $\frac{1}{3}$  Local Government and  $\frac{2}{3}$  Black Spot funding model.

### **Issues**

Council staff received the 2010 Black Spot Funding crash statistic dataset, which also included the nomination form and project detail documents in August 2010.

Based upon the 2005 – 2009 crash history, staff submitted the Millstream / Searipple Road intersection as a 2011/ 2012 Black Spot proposal. This intersection has had 8 crashes within the 5 year period and all were listed as property damage, major and minor type crash occurrence. No fatality crashes were listed.

The crash statistic pattern indicates the concern is that there is no dedicated left turn lane for traffic travelling east to turn left from Millstream into Searipple Road. The current arrangement screens vehicles which are heading further east than the intersection and who remain in the left lane rather than entering the through lane being the right hand lane. These screened vehicles then impact with vehicles exiting Searipple Road.

The remedy is to construct a similar type arrangement as is insitu when turning left from Searipple Road (heading north), into Welcome Road, with the addition of several variations.

The Millstream / Searipple intersection project has been endorsed by Main Roads WA for funding. The project costing is valued at \$120,000 of which \$80,000 is State funding and \$40,000 would come from Council's general revenue.

### **Options**

Council has the following options:

1. To endorse the project which will create a safer intersection for the road users

OR

2. Not to endorse the project

### **Policy Implications**

No implications

### **Legislative Implications**

No implications.

### **Financial Implications**

This project is to be funded within the 2011/2012 financial year, therefore there are no immediate financial implications however a \$40,000 Council contribution in the 2011 / 2012 financial year towards the total project costing of \$120,000 would need to be considered during the development of the 2011/2012 budget.

### **Conclusion**

Assisting the through flow and correctly delineating the left turn pocket will allow conclusive evidence to traffic exiting Searipple Road and combine with strategically placed seagull medians, protection is afforded to traffic in the holding pocket waiting to exit Searipple Road.

This design will improve safety at the intersection and as a safety initiative should be endorsed by the Council.

### **Voting Requirements**

Simple.

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**RECOMMENDATION**

**That Council:**

- 1. Endorses the Millstream Searipple Road Intersection State Black Spot Works proposed for the 2011 / 2012 financial year.**
- 2. Consider the Millstream / Searipple Road Intersection State Black Spot Project, which is costed at \$120,000 during the 2011/2012 budget deliberations, to be funded by contributions of \$40,000 from the Shire of Roebourne and \$80,000 from the State Black Spot Program.**



**ATTACHMENT 1 – INTERSECTION DESIGN PLANS (SEE ATTACHED)**



## **13 DEVELOPMENT AND REGULATORY SERVICES**

### **13.1 APPLICATION FOR TWO OR MORE DOGS - 21 THISTLE LOOP NICKOL**

<b>File No:</b>	<b>LE.192</b>
<b>Attachment(s)</b>	<b>Nil</b>
<b>Responsible Officer:</b>	<b>Director Development &amp; Regulatory Services</b>
<b>Author Name:</b>	<b>Emergency Management &amp; Ranger Services Coordinator</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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#### **REPORT PURPOSE**

For Council to consider a request for an exemption to the Shire of Roebourne's Dog Local Laws to keep three dogs at 21 Thistle Loop Nickol and to seek a decision on this application.

#### **Background**

The residents of 21 Thistle Loop, Nickol have requested an exemption to keep three (3) dogs in accordance with section 26(3) of the *Dog Act 1976*.

The residents have three dogs residing at the above address: one female miniature dachshund, that is 7 years old, one male miniature dachshund that is 5 years old, and one male miniature dachshund aged 3 years. The residents and all the three dogs have resided in the Shire since 20 September 2010.

The Shire Ranger has attended and inspected the property and based on observations conclude that the fences are adequate to confine all three dogs. The three dogs appear to be quiet and well behaved and the residents are responsible dog owners.

Surveys have been sent out to nearby neighbours of 21 Thistle Loop Nickol to determine whether or not they object to three dogs being kept at the applicants' property. A total of six surveys were sent out and two written responses received.

Both surveys received did not raise any objections to the residents at 21 Thistle Loop keeping the three dogs.

#### **Issues**

It is of the opinion of the Ranger Services Coordinator that based on no objections being received from surrounding surveyed residents that this request be conditionally supported.

#### **Options**

Council has the following options available:

1. Reject the application to keep more than two dogs;

Or

2. Grant exemption pursuant to Section 26 of the *Dog Act 1976* and the Shire of Roebourne Dog Local Law 2003, in relation to dogs being kept at 21 Thistle Loop, Nickol. Any sustainable complaint or breach of the *Dog Act 1976* and the Shire of

Roebourne Dog Local Law 2003, will result in the immediate revocation of the exemption.

**Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

The *Dog Act 1976*, Part V, s26: Council's Local Laws Part 3, s3 deals with the number limits of dogs that may be kept on any one premise.

**Financial Implications**

There are no financial implications resulting from this report.

**Conclusion**

A decision is required on whether to grant this request for permission to keep more than two dogs

**Voting Requirements**

Simple.

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**RECOMMENDATION**

That Council grant an exemption pursuant to *Section 26 of the Dog Act 1976* to allow the keeping of three dogs at 21 Thistle Loop Nickol, subject to the following conditions:

1. The exemption applies only to the dog which is subjected of the request dated 21 September 2010.
2. Any sustainable complaint or breach of the *Dog Act 1976* and the Shire of Roebourne Dog Local Law 2003, in relation to dogs being kept at 21 Thistle Loop Nickol Karratha, will result in the immediate revocation of the exemption.

### **13.2 INITIATION OF PROPOSED SHIRE OF ROEBOURNE TOWN PLANNING SCHEME NO. 8 AMENDMENT NO. 23 - WICKHAM**

<b>File No:</b>	<b>LP.47</b>
<b>Attachment(s)</b>	<b>Scheme Amendment Report and Map</b>
<b>Responsible Officer:</b>	<b>Director Development And Regulatory Services</b>
<b>Author Name:</b>	<b>A/Manager Planning Services</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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#### **REPORT PURPOSE**

For the Council to consider a request to initiate a minor omnibus amendment to the *Shire of Roebourne Town Planning Scheme No. 8 (TPS8)* to reclassify and rezone various parcels of land in Wickham in order to correct inconsistencies between the current TPS8 zoning and reservations and the actual on ground development and to facilitate numerous infill development opportunities.

#### **Background**

The Scheme amendment request was received on 8 October 2010 submitted by Taylor Burrell Barnett Town Planning & Design (TBB) on behalf of Rio Tinto Iron Ore (RTIO). The Scheme amendment proposes the correction of a number of anomalies identified in the TPS8 Scheme map for the Wickham townsite. The proposed amendments are as follows:

1. Saltbush Court – Reclassification of part Lots 778 & 779 on Deposited Plan 31274 from 'Parks, Recreation and Drainage' reserve to 'Residential R30' zone. Although reserved, the parcels are currently developed for residential purposes.
2. Wickham Lodge - Reclassification of part Lot 369 on Deposited Plan 219421 from 'Residential R20' zone and 'Public Purpose (Education)' reserve to 'Residential R50' zone. The parcel currently exhibits three (3) different zonings and contains RTIO's Wickham Lodge workers accommodation facility.
3. Jacaranda Place - Reclassification part Lot 788, Lots 789 & 790 on Plan 31274 and a portion of Unallocated Crown Land from 'Public Purposes (Energy)' reserve to 'Urban Development' zone. Part Lot 788 currently contains an electricity supply switchyard and will in part remain reserved. Lots 789 & 790 are vacant and a rezoning to 'Urban Development' is required to complement the Wickham South Development Plan area.

See attached excerpts from the Wickham Scheme map.

The various parcels of land the subject of the amendment have been identified in the course of detailed planning investigations for the Wickham townsite as part of the preparation of a Development Plan and Structure Plan to facilitate an expanded population in town. The structure planning proposes to guide the expansion of Wickham to accommodate the additional workforce associated with the upgrade and expansion of RTIO's Cape Lambert Port operations.

### **Issues**

As stated, the minor omnibus amendment to the Scheme aims to correct inconsistencies between the on ground development and the Scheme maps. Prior to advertising and referral to external agencies for comment, no issues have been identified that would prevent the Council from initiating the Scheme amendment as it is considered that the various rezonings and reclassifications of the land parcels will contribute to more orderly planning and facilitate additional residential development in the townsite.

### **Options**

Council has the following options available:

1. To initiate the proposed Scheme Amendment 23 to reclassify and rezone various parcels of land in Wickham in order to correct inconsistencies between the current TPS8 zoning and reservations and the actual on ground development and to facilitate numerous infill development opportunities.
2. Not to initiate the proposed Scheme Amendment 23 to reclassify and rezone various parcels of land in Wickham in order to correct inconsistencies between the current TPS8 zoning and reservations and the actual on ground development and to facilitate numerous infill development opportunities.

### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

### **Legislative Implications**

The process for amending the Town Planning Scheme shall be undertaken in accordance with the *Planning and Development Act 2005* and associated Regulations.

### **Financial Implications**

Based on historic instances of similar Scheme amendments, it is anticipated that the final Planning assessment fee will total approximately \$1,500 which includes professional and administrative billing hours and disbursements (advertising etc.).

### **Conclusion**

The proposed minor omnibus amendment to TPS8 is considered appropriate in order to correct minor anomalies in the Scheme map where development that has occurred on the ground is inconsistent with the existing TPS8 zoning and reservations. Furthermore, the rationalisation of land proposed by the reclassification of the numerous parcels provides RTIO with the opportunity to further expand the existing Wickham residential housing stock for the immediate short-term.

It is recommended that the Council initiate the Scheme amendment and direct the Chief Executive Officer to forward the amendment to the Environmental Protection Authority.

### **Voting Requirements**

Simple.

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**RECOMMENDATION**

**That Council –**

1. Initiate the proposed *Shire of Roebourne Town Planning Scheme No. 8 Amendment 23* to:
  - i. Reclassify part Lots 778 & 779 on Deposited Plan 31274 from 'Parks, Recreation and Drainage' reserve to 'Residential R30' zone;
  - ii. Reclassify part Lot 369 on Deposited Plan 219421 from 'Residential R20' zone and 'Public Purpose (Education)' reserve to 'Residential R50' zone; and
  - iii. Reclassify part Lot 788, Lots 789 & 790 on Plan 31274 and a portion of Unallocated Crown Land from 'Public Purposes (Energy)' reserve to 'Urban Development' zone.
  
2. Subject to the advice from the Environmental Protection Authority that under s.48A of the *Environmental Protection Act 1986* the Amendment is not subject to formal environment assessment, direct the Chief Executive Officer to advertise the Amendment in accordance with the requirements of the *Town Planning Regulations 1967* for a period of 42 days.



**ATTACHMENT 1 - SCHEME AMENDMENT REPORT AND MAP (SEE ATTACHED)**



### **13.3 TRANSIENT WORKFORCE ACCOMMODATION - LOT 5 KING WAY, KARRATHA INDUSTRIAL ESTATE**

**File No:** P2338

**Attachment(s)**

1. **Site Plans/Floor Plans**
2. **Elevation Plans**

**Responsible Officer:** Director Development And Regulatory Services

**Author Name:** Planning Officer

**Disclosure of Interest:** Nil

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#### **REPORT PURPOSE**

For Council to consider and make a determination on an application for planning approval for the development of a transient workforce accommodation facility at Lot 5 King Way, Karratha Industrial Estate against the relevant *Shire of Roebourne Town Planning Scheme No. 8 (TPS8)* and policy provisions. This matter is referred to Council as Administration does not have delegation to determine applications for 'Transient Workforce Accommodation' within 20km of all Gazetted townships.

#### **Background**

Application for Planning Approval P2205 was received 19 August 2010. The application proposes the development of ten [10], three [3] bedroom accommodation buildings, an office, a store and recreation/cyclone building, a laundry and associated ancillary works. Additionally, onsite amenities for residents include three outdoor landscaped areas including a barbeque facility as well as the communal recreation room within the cyclone shelter. The design and layout of the development proposal is detailed by plans attached to this report.

#### **Issues**

The proposal generally complies with the requirements of DP10 'Transient Workforce Accommodation'. There are several minor issues that can be resolved under delegation via conditions of approval, if granted. These relate to: perimeter and internal fencing, ground surface treatments, accessibility and the provision of a bin collection hard stand.

The following issues require discussion.

#### Waste Water Disposal

The sewer system in the 'Transient Workforce Accommodation' zone in the Karratha Industrial Estate is a liquid effluent only scheme and the Water Corporation will only accept connection that meets the stated criteria. Their requirement is for all properties to install holding tanks for solids and comply with AS3500 section 3.19 'Common Effluent Drainage Systems'.

If approved, a condition is required to be attached to the development approval for an amended site plan to be provided demonstrating the location of the holding tanks. A copy

of plans must be provided to the Karratha Regional Office of the Water Corporation in order to meet their requirements.

### Earthworks & Site Drainage

The earthworks and drainage plan provided by the applicant demonstrates that the site has been back filled at the rear and is graded to enable stormwater to flow via an open channel drain along the north western boundary for outfall onto King Way. This backfilling has created the need for batters, in lieu of retaining walls to stabilise the land given the natural ground level at the boundary is much lower.

The existing batter slope angle ratio is 1.5:1 (1.5 horizontal to 1 vertical) which is considered too steep to maintain the land during a high rainfall event. Technical Services recommends a minimum batter slope angle of 3:1 (3 horizontal to 1 vertical). Therefore in conjunction to advice from Technical Services, the applicant will be required to demonstrate this batter angle on an amended earthworks and drainage plan. Alternatively the 1.5:1 batter will require suitable physical surface stabilisation or retaining walls provided along property boundaries. The applicant shall also demonstrate how storm water will be prevented from discharging across the eastern property boundary. These requirements may be enforced by a condition of approval.

### **Options**

Council has the following options available:

1. Approve the application for planning approval as submitted.
2. Approve the application for planning approval subject to planning conditions as outlined by this report and standard conditions determined by the Manager of Planning Services.
3. Refuse the application for planning approval on grounds to be determined by the Council.

### **Policy Implications**

DP10 – Transient Workforce Accommodation

### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

### **Financial Implications**

The applicant has made payment of \$6,060 applicable to the planning application based on the development cost.

### **Conclusion**

The development application largely meets the requirements of policy DP10 'Transient Workforce Accommodation'. There are several minor provisions which will require conditions to be attached as part of the development approval.

With regards to waste water disposal, the applicant will be requested to provide holding tanks on site shown on amended site plan as a condition of approval. The earthworks and

drainage plan will need to be revised to demonstrate the required batter slope standard required by Technical Services and further clarification of stormwater containment and outfall.

It is recommended that Council conditionally approve the application.

**Voting Requirements**

Simple.

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**RECOMMENDATION**

**That the Council:**

- 1. Approve planning application P2205 for the development a transient workforce accommodation facility at Lot 5 King Way, Karratha Industrial Estate subject to:**
  - i. Submission of an amended site plan demonstrating the location of waste water holding tanks as required by the Water Corporation.**
  - ii. Submission of an amended earthworks and drainage plan demonstrating batter angle ratios of 3:1, or suitable surface stabilisation of 1.5:1 batters and suitable physical controls to prevent stormwater from discharging into adjoining properties.**
  - iii. Standard conditions of development approval as determined by the Manager of Planning Services.**



**ATTACHMENT 1 – SITE PLANS/FLOOR PLANS (SEE ATTACHED)**



**ATTACHMENT 2 – ELEVATION PLANS (SEE ATTACHED)**



### 13.4 PROPOSAL TO CLOSE EUCALYPTUS ROAD

**File No:** LP.55

**Attachment(s)**

1. Taylor Burrell Barnett letter seeking road closure
2. Eucalyptus Road Closure Plan / Wickham South Development Plan

**Responsible Officer:** Director Development and Regulatory Services

**Author Name:** Senior Strategic Planner

**Disclosure of Interest:** Nil

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#### REPORT PURPOSE

For the Council to consider a proposal by Taylor Burrell Barnett on behalf of Rio Tinto to close Eucalyptus Road, Wickham and decide whether to proceed to advertise the proposed road closure.

#### Background

On 17 September 2010 Taylor Burrell Barnett, on behalf of Rio Tinto, applied to close Eucalyptus Road in Wickham. The land through which the road passes is the subject of the Wickham South Development Plan lodged with the Shire of Roebourne on 21 October 2010. If adopted the development plan will support residential development in the area and establish a road pattern to service that development.

Comment was sought from Technical Services staff on 29 October 2010. Advice received was that there are no immediately obvious issues associated with the proposal to close the road. Staff also noted that the treated wastewater line may be in the vicinity. That matter would be dealt with through the development process.

#### Issues

The road closure process is lengthy and should be initiated immediately in order to ensure development of the Wickham South development area can progress efficiently.

While Eucalyptus Road is an unformed road it is a strategic asset establishing legal access to land within Wickham South. If the road is closed and subdivision of the development plan area does not proceed, legal access to the area will be forfeited.

#### Options

Council has the following options:

1. To resolve to advertise the proposal to close Eucalyptus Road and to resolve to close the road if no objections are received.
  2. To resolve to advertise the proposal to close Eucalyptus Road and require Planning Services Staff to report back to the Council following the close of the objection period.
  3. To resolve to decline to advertise the proposal to close Eucalyptus Road until such time as a subdivision proposal establishing the road layout for the Wickham South Development Plan Area has been lodged with the Planning Commission.
  4. To resolve to decline to advertise the proposal to close Eucalyptus Road.
-

**Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

Local Government Act 1995 (road not constructed)

**Financial Implications**

Costs incurred for advertising the road closure in the Pilbara News (approximately \$100).

**Conclusion**

Early commencement of the road closure process will assist in the expedition of the Wickham South Development Plan and is considered to carry only a small risk for the Shire of Roebourne if subdivision establishing the road network within the area does not proceed.

**Voting Requirements**

Simple.

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**RECOMMENDATION**

**That the Council resolve to advertise the proposal to close Eucalyptus Road, Wickham and resolve to close the road if no objections are received.**

ATTACHMENT 1 - TAYLOR BURRELL BARNETT LETTER SEEKING ROAD CLOSURE

Our Ref: 08/073 KA:ct

17 September 2010

Chief Executive Officer  
Shire of Roebourne  
PO Box 219  
KARRATHA WA 6714

187 Roberts Road Subiaco PO Box 6185 Subiaco East Western Australia 6008  
**SHIRE OF ROEOURNE RECEIVED**  
21 SEP 2010  
Action by **COLLENE LONGMORE**  
File No: **RD.26**  
Document ID: **138218**

Taylor Burrell Barnett Town Planning & Design



Telephone (08) 9382 2911 Facsimile (08) 9382 4986 admin@tbdplanning.com.au

Indalville Proprietary Pty Ltd ABN 74 037 437 955

Dear Sir

**PROPOSED ROAD CLOSURE - PORTION OF EUCALYPTUS ROAD, WICKHAM**

We write to you on behalf of Rio Tinto to request that the Shire of Roebourne commence the tasks necessary to permanently close Eucalyptus Road, Wickham, depicted on plan 08/073/017 (refer Attachment 1 – Eucalyptus Road Closure Plan), in accordance with section 58 of the *Land Administration Act 1997*. Eucalyptus Road is a dedicated, but unconstructed road, and it is understood there is no intention to construct this road.

Eucalyptus Road is located in the southern part of town within an area zoned 'Urban Development zone', which is currently the subject of town site structure planning (refer Attachment 2 – Location Plan). A Draft Development Plan has been prepared for this area (Wickham South) and is due to be considered by the Shire of Roebourne for advertising in October 2010 (refer Attachment 3 – Draft Wickham South Development Plan). Once, endorsed, the Wickham South Development Plan will provide for the expansion of Wickham to accommodate the additional Rio Tinto workforce associated with the Cape Lambert Port expansion.

The land subject of the Wickham South Development Plan is entirely contained within the Robe River Joint Venture Special Lease boundary with the exception of the Eucalyptus Road - Road Reserve, and a portion of closed road (formerly Old Roebourne – Point Samson Road), which is now Unallocated Crown Land. It is necessary to progress a formal closure of the Eucalyptus Road to allow the progression of the Development Plan, and facilitate the expansion of Wickham town site.

Subsequent to the closure of Eucalyptus Road, it will be necessary to amend the boundary of Special Lease 4629 to include this land and the portion of Unallocated Crown Land (portion of closed road) back into the Special Lease area, as depicted on plan 08/03/018 (refer Attachment 4 – Special Lease Amalgamation Plan). Rio Tinto will be progressing this Special Lease boundary realignment separately with the Department of Regional Development and Lands.

The necessary procedures to formally close a road and include the land back within the Special Lease boundary need to commence immediately in order to minimise any potential for delay in implementation of the Development Plan for Wickham South and the subsequent development of this area for residential purposes to accommodate the future workforce associated with the Port upgrade. Accordingly, it is respectfully requested that the Shire of Roebourne initiate the necessary actions immediately to permanently close the portion of unconstructed Eucalyptus Road Reserve. This is without prejudice to Council's determination of the Wickham South Development Plan. Should you require any further information, please do not hesitate to contact the undersigned on 9382 2911.

Yours faithfully  
TAYLOR BURRELL BARNETT

*Rachel*  
RACHEL CHAPMAN  
SENIOR ASSOCIATE

CC: Mark Minissale      Rio Tinto  
Hermione Scott      Rio Tinto



**ATTACHMENT 2 - EUCALYPTUS ROAD CLOSURE PLAN / WICKHAM SOUTH  
DEVELOPMENT PLAN (SEE ATTACHED)**



**13.5 TWO [2] TEMPORARY SHIPPING CONTAINERS ASSOCIATED WITH A TRANSIENT WORKFORCE ACCOMMODATION – LOT 1072 CHERRATTA ROAD, KARRATHA INDUSTRIAL ESTATE**

**File No:** P2310  
**Attachment(s)** Site Plan  
**Responsible Officer:** Director Development And Regulatory Services  
**Author Name:** Planning Officer  
**Disclosure of Interest:** Nil

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**REPORT PURPOSE**

For Council to consider and make a determination on an application for planning approval for the development of two [2] temporary sea containers at Lot 1072 Cherratta Road, Karratha Industrial Estate against the relevant planning controls. This matter is referred to Council as Administration does not have delegation to determine applications for Transient Workforce Accommodation within 20km of all gazetted townships.

**Background**

At the March 2010 Ordinary Council Meeting it was resolved to approve the development of a transient workforce accommodation facility on Lot 1072 Cherratta Road, Karratha Industrial Estate.

Application for Planning Approval P2310 was received on 12 July 2010. The application proposes the replacement of two of the four approved oversized vehicle bays with two temporary shipping containers required for further storage for residents of the facility. The location of the two structures is detailed by plans attached to this report.

**Issues**

Occupancy

The issue of occupancy is relevant to this proposal as the use of the two subject oversized vehicle bays by shipping containers for storage reduces the number of bays allocated specifically for oversized vehicles. The applicant stated that this would not be an issue as the residents occupying the facility would be contracted by Chevron (and/ or its agents) being flown directly to and working on Barrow Island for the period the shipping containers were required. This would create a situation where there was no or limited vehicle movement. It is reasonably argued that occupants of the facility will not require the oversize vehicle parking bays as no oversize commercial vehicles will be parked on the site. Occupants will be bused to and from Karratha Airport each day and during periods of leave, can store personal possessions in the shipping containers.

Support from Planning Services was dependant on the applicant providing a written statement that Chevron is employing the occupants of the accommodation facility. As this has been provided by the applicant, the proposal is now able to be approved without detrimentally affecting the provision for parking. It is recommended that a condition of approval be applied requiring the removal of the shipping containers upon the termination of the accommodation contract with Chevron.

### **Options**

Council has the following options available:

1. To approve the application as submitted.
2. To approve the application subject to the shipping containers being removed from the site upon the termination of the accommodation contract with Chevron and other relevant conditions determined under delegation by the Manager Planning Services.
3. To refuse the application on grounds determined by the Council.

### **Policy Implications**

DP10 'Transient Workforce Accommodation'

### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

### **Financial Implications**

The applicant has made payment of fees \$132, applicable to the planning application based on development cost.

### **Conclusion**

The application is a relatively minor addition to replace two oversized vehicle bays which were required as part of an existing planning approval with two temporary shipping containers. As the occupants of the facility will be employed for the proposed length of time by Chevron being transported to, and working on Barrow Island it is considered that there will be no affect on parking requirements by the proposed conversion.

It is therefore recommended that the Council conditionally approve the application.

### **Voting Requirements**

Simple.

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## **RECOMMENDATION**

**That Council:**

**Approve planning application P2319 that proposes two [2] shipping containers at Lot 1072 Cherratta Road, Karratha Industrial Estate subject to:**

- i. **The shipping containers being removed from the site upon the termination of the accommodation contract with Chevron; and**
- ii. **Other relevant conditions determined under delegation by the Manager Planning Services.**

**ATTACHMENT 1 – SITE PLAN (SEE ATTACHED)**



**13.6 CHANGE OF USE - PROPOSED MEDICAL CENTRE/CONSULTING ROOMS - LOT 1 (STRATA LOTS 1 & 2) WARAMBIE ROAD, KARRATHA**

**File No:** P2353  
**Attachment(s)** Site Plan/Floor Plans  
**Responsible Officer:** Director Development And Regulatory Services  
**Author Name:** Senior Planning Officer  
**Disclosure of Interest:** Nil

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**REPORT PURPOSE**

For Council to consider and make determination on application for planning approval P2344 that proposes the change of use within an existing two storey commercial building in the town centre to a medical centre containing consulting rooms at Strata Parts 1 & 2 on Strata Plan 21043, Lot 1 Warambie Road, Karratha. The application has been referred to Council for determination in accordance with the Shire's Delegated Authority Register.



**Background**

Application for planning approval P2353 was received on 22 September 2010 submitted by Keith Fragomeli of ISIS on behalf of Medibank Health Solutions. The application proposes a change of use to a medical centre and consulting rooms within the existing two storey building on-site. The building is currently vacant. No significant external works are proposed to the building. A new entry point to the building is proposed at ground level.

The application proposes internal alterations to accommodate the medical centre. The Medical Centre is proposed to contain seven (7) consulting rooms, rooms associated with radiology and pathology, administration and office space, meeting rooms, staff room and toilets. The applicant has stated that the following services will be provided by Medibank:

Mine Worker's Health Surveillance  
Injury Treatment (Minor Injury)  
Injury Management  
General Family Medicine  
Travel Medicine/ Vaccinations  
Pre-employment & Periodic Medical Exams

In addition, radiology and pathology services will also be provided. These will be provided by other companies but fall under the administrative management of Medibank. Operating hours are proposed between 8am -5pm Monday to Friday.

The site is strata titled with Strata Lots 1 & 2 being the ground and upper floors of the building to the front of the site that is proposed to contain the medical centre. There is a single storey building located to the rear of the site which currently contains the Evolution Nightclub, which has previously been approved for this use. Car parking for all strata lots on the site is located within the common property. It is undetermined how many parking bays are currently located on the site as the surface of the common property car parking area has deteriorated to the point that line marking is barely visible. The site is zoned as Town Centre under the Shire of Roebourne Town Planning Scheme No. 8 (TPS8).

## **Issues**

### Karratha City Centre Masterplan

As the lot is located within the area that is proposed to be zoned as City Centre under TPS8 Amendment No. 18 and comes under the influence of the Karratha City of the North Plan (KCNP), it is important to consider this proposal in relation to the impact of the proposal may have on achieving the objectives of the KCNP.

The Lot is located in that area of the proposed City Centre zoning described as 'Precinct 2 – Commercial' under Scheme Amendment 18. The proposal is a commercial use with public benefits arising through the provision of an alternative and additional medical service in the region. The proposal does not include the erection of any new buildings or structures. The proposed objectives for the City Centre zone and Precinct 2 are as follows;

#### **6.6.A.1 The objectives of the City Centre zone are:**

- a) *To facilitate the appropriate and orderly and proper development of the City Centre based on sound urban design principles and which reflect the Scheme objectives.*
- b) *To create a vibrant and safe City Centre with a diversity of land uses including residential, commercial, retail, entertainment and civic uses.*
- c) *To create a network of clearly legible pedestrian and vehicle movement networks.*
- d) *To create enhanced pedestrian environments with pedestrian shelter, active ground floor uses and passive surveillance wherever possible.*

- e) *To encourage and facilitate the development and beautification of the City Centre.*

**6.6.A.2** *The Karratha City Centre comprises four distinct Precincts; a Retail Precinct, Commercial Precinct, Entertainment Precinct and an Accommodation Precinct. The objectives for each Precinct are:*

**Commercial Precinct [Precinct 2]**

*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 less than 1000m<sup>2</sup> comprising comparison 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 that active commercial uses are not required.*

It is considered that the proposal meets the objectives of the Commercial Precinct and would not compromise the ability of the City Centre zone objectives to be achieved into the future.

**Current TPS8 Objectives**

The proposal provides a useful commercial service to the community and will assist with the continued growth of Karratha as a regional centre of the West Pilbara. The proposal is considered to achieve the relevant Precinct Objectives for Karratha as currently presented in Section 5.9 of TPS8.

**Vehicle Access and Parking**

Vehicle access is via a crossover from Warambie Road. No parking is proposed offsite. As stated, it is undetermined how many parking bays are located on the site. Parking bays are used in a reciprocal arrangement between the various Strata lots on-site. The Evolution nightclub located to the rear of the site (Strata lot 3) has operating hours late at night whilst the applicant has stated that the proposed medical centre shall have operating hours of between 8am and 5pm. The medical centre and the nightclub would be the only two business' operating on site should the medical centre be granted approval. The operating hours of these business entities at no stage overlap. As has been the case previously, all parking bays on the site in the day time hours can be used by the Medical Centre whilst the reciprocal is the case for the Nightclub during night hours.

In accordance with the parking provisions of the scheme and based on the detail of uses proposed within the Medical Centre it has been calculated that a total of thirty-one (31) parking bays would be required to effectively meet the needs of the Medical Centre. It is considered that the common property parking area is sufficient in size to accommodate the required number of bays for both the proposed Medical Centre use and Nightclub and the parking meets the provisions of TPS8. However, should Council grant planning approval it is recommended that conditions of approval require the upgrading of line marking of the bays and the upgrading to Council's satisfaction of the pavement within the car park and vehicle manoeuvring areas. The design and layout of the parking area should be provided to Planning Services for approval.

**Waste Disposal**

The proposed Medical Centre will produce both general waste and medical waste. Local Planning Policies DP9 – Town Centre Zone Development Requirements and DP12 - Commercial Zone Development Requirements both require a bin compound for commercial development. At present no bin compound dedicated to the building proposed to contain the medical centre is located on-site. The proponent has indicated a new bin compound to be provided to the front of the site for general waste. Medical waste will be securely stored internal to the building. It is recommended that landscaping be provided by the proponent to screen the bin compound visually from public viewpoints within the streetscape.

### Visual Aesthetics and Landscaping

Landscaping within the road verge to the front of the site has deteriorated and along with the boarded front windows of the building, the property detracts from the visual appearance of the streetscape as viewed from public places. It is recommended that a condition of any approval that may be issued for the proposal require a detailed landscaping plan to be prepared and implemented by the proponent prior to operations beginning on-site. This plan is to be endorsed by Planning Services and is to include the road verge to the front of the site. The landscaping plan shall be prepared in accordance with Local Planning Policy DP6 – Landscaping Requirements for Industrial and Commercial Areas.

The windows to the front of the building have been boarded up due to previous vandalism to the building whilst the building has been vacant. This vandalism may be as a result of anti-social behaviour associated with nearby land uses. A condition of approval to require the facade of the building to be treated to improve the visual appearance to the streetscape should be placed on any approval that may be issued for this proposal.

### **Options**

Council has the following options available:

1. Approve planning application P2353, with relevant conditions, for the change of use to a medical centre with consulting rooms at Lot 1 Warambie Road, Karratha.
2. Refuse planning application P2353 for the change of use to a medical centre with consulting rooms at Lot 1 Warambie Road, Karratha.

### **Policy Implications**

Policy number DP9 (Town Centre Zone Development Requirements), DP12 (Commercial Zone Development Requirements) and DP6 (Landscaping Requirements for Industrial and Commercial Areas) are relevant to this matter.

### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

### **Financial Implications**

The applicant has made payment of fees (\$1550), applicable to the planning application based on development cost.

### **Conclusion**

The proposal is for a change of use by providing for a medical centre with consulting rooms within an existing building. The use of the medical centre is considered to meet the relevant objectives of TPS8 without compromising the objectives of the Karratha City of the North Plan. Parking room on-site is considered adequate although detailed design and an

upgrade to the surface is required. No additional structures are required to be built and any minor alterations to the external walls of the building are considered to improve the aesthetics from public viewpoints.

Relevant conditions of approval are recommended to improve car parking and vehicle manoeuvring areas within the common property of the site in accordance with TPS8. Additionally, relevant conditions requiring the landscaping of the verge area are also recommended along with treatments to the facade of the building. The proposal for the change of use to a medical centre with consulting rooms is considered an appropriate development for the site and is recommended for approval with relevant conditions.

**Voting Requirements**

Simple.

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**RECOMMENDATION**

**That Council-**

**Approve application for Planning Approval P2353 for a change of use to a medical centre with consulting rooms at Strata Parts 1 & 2 on Strata Plan 21043, Lot 1 Warambie Road, Karratha subject to relevant standard conditions as determined by the Manager Planning Services.**



**ATTACHMENT 1 – SITE PLAN/FLOOR PLANS (SEE ATTACHED)**



### 13.7 SHIRE OF ROEBOURNE PARKING AND PARKING FACILITIES AMENDMENT LOCAL LAW 2010

<b>File No:</b>	<b>LE.1</b>
<b>Attachment(s)</b>	<b>1. Parking and Parking Facilities Local Law 2010</b> <b>2. Correspondence from Joint Standing Committee on Delegated Legislation</b>
<b>Responsible Officer:</b>	<b>Director Development And Regulatory Services</b>
<b>Author Name:</b> <b>Coordinator</b>	<b>Emergency Management And Ranger Services</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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#### **REPORT PURPOSE**

For Council to amend the Shire of Roebourne Parking and Parking Facilities Local Law 2010 to include a number of undertakings which the Joint Standing Committee on Delegated Legislation [Parliament of WA] seeks from all local governments. These undertakings ensure that section 3.12 **Local Government Act 1995** procedure to amend a local law is upheld.

#### **Background**

Council resolved at the Ordinary Council Meeting held on 19 April 2010:

#### **That Council:**

- 1. Adopt the proposed Shire of Roebourne Parking and Parking Facilities Local Law 2010 made in accordance with the procedures under section 3.12 of the *Local Government Act 1995* thereby repealing the previous Parking and Parking Facilities Local Law 2003;**
- 2. Adopt the proposed modified penalties appended in Schedule 2 in the new local law;**
- 3. Authorise the affixing of the Shire's common Seal to the local law, to be witnessed, signed and dated by the Shire President and Chief Executive Officer;**
- 4. In accordance to section 3.12 (5) of the Act, give a copy to the Minister and publish the adopted local law in the Government Gazette; and**
- 5. In accordance to section 3.12 (6) of the Act, give public notice with the purpose and effect of the local law summarised in the notice, specify the date on which the local law comes into operation and have copies of the adopted local law available for distribution.**

This local law was then subsequently sent to the Department of Local Government for approval and gazetted on 30 July 2010.

The Joint Standing Committee on Delegated Legislation (Committee) met on 11 October 2010 to consider the Shire of Roebourne's Parking and Parking Facilities Local Law 2010.

The Committee resolved at this meeting to write to the Shire of Roebourne highlighting the following issues:

- clause 1.5(1) – duplication of the words ‘Currency Act 1965’ in the definition of ‘currency’: replace the work ‘works’ with ‘words’ in the definition of ‘keep clear marking’;
- clause 1.5 (5)(b) – delete two unnecessary occurrences of ‘1974’ in the sentence;
- clause 4.8(b) – replace *Road Traffic Act 1974* with ‘Road Traffic Act’;
- clause 4.16 – correct ‘shoeing’ to ‘showing’; and
- clause 4.17 of the local law to be problematic. This clause relates to special event parking and was intended to expedite the process of presenting reports to Council for approval to install parking restrictions near and around a special event.

The Committee required clause 4.17 to be amended to include giving the public timely and specific notice of the event, consequent restrictions and any fee payable for the parking. The month, days and times of the special event are also to be included into the local law.

### **Issues**

The Shire of Roebourne has only one special event that occurs at the same time every year, FeNaCLNG Festival. Given that any other special events are of a one off nature, the request by the Committee to provide specific details around date and time for required parking restrictions is not achievable. The intention of including a clause for special events parking was for future events to be held as the Shire grows. Ranger Services are unable at this time to identify specific events in advance. It is therefore recommended that the clause be withdrawn at this time.

A number of typographical errors have been altered as per the Committee request.

The Shire of Roebourne has a deadline of 5pm Thursday 25 November 2010 to provide copies of this Council report and amended local law to the Joint Standing Committee on Delegated Legislation.

If Council does not amend the Shire of Roebourne Parking and Parking Facilities Local Law 2010, the Joint Standing Committee will repeal this Local Law.

### **Options**

Council has the following options available:

1. Agree to amend the Shire of Roebourne Parking and Parking Facilities Local Law 2010 (as attached) in accordance with Section 3.2 of *the Local Government Act 1995*.

OR

2. Not to proceed with amending the Shire of Roebourne Parking and Parking Facilities Local Law 2010.

### **Policy Implications**

The expenditure is in accordance with the budget.

### **Legislative Implications**

Section 3.5 & 3.12 of the *Local Government Act 1995* applies.

### **Financial Implications**

All costs will be absorbed within the Development and Regulatory budget.

### **Conclusion**

The Joint Standing Committee on Delegated Legislation (Committee) met on 11 October 2010 to consider the Shire of Roebourne's Parking and Parking Facilities Local Law 2010 and highlighting several issues.

The Shire has a specific timeframe to address these issues to avert the repeal of Roebourne Parking and Parking Facilities Local Law 2010.

The local law has been amended to affect the following changes:

- a clause relating to residential parking permits has been included;
- all reference to either ACROD or disable parking has now been included into one clause, instead of three different clauses;
- definitions have been amended to reflect current legislation requirements; clause 1.5(1) – duplication of the words 'Currency Act 1965' in the definition of 'currency': replace the work 'works' with 'words' in the definition of 'keep clear marking';
- clause 1.5 (5)(b) – delete two unnecessary occurrences of '1974' in the sentence;
- clause 4.8(b) – replace *Road Traffic Act 1974* with 'Road Traffic Act';
- clause 4.16 – correct 'shoeing' to 'showing'; and
- clause 4.17 of the local law to be problematic. This clause relates to special event parking and was intended to expedite the process of presenting reports to Council for approval to install parking restrictions near and around a special event.

### **Voting Requirements**

Absolute.

The Shire President to read aloud the Purpose and Effect as stated below.

"Purpose: the purpose of these amendments is to reflect the requirements of the Joint Standing Committee on Delegated Legislation, to include residential parking permits and rationalise the Shire of Roebourne Parking Local Law.

Effect: the effect of these amendments local law is to ensure that it is consistent with other legislation and to control the parking within the Shire of Roebourne for the benefit of the community".

---

## RECOMMENDATION

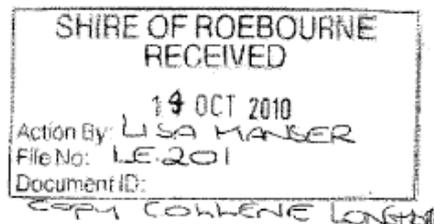
That, in respect of the Shire of Roebourne Parking and Parking Facilities Local Law 2010 made in accordance with the procedures under section 3.12 of the *Local Government Act 1995*, Council resolve to provide the following undertakings to the Joint Standing Committee on Delegated Legislation:

1. to replace the word 'works' with 'words' in the definition of 'keep clear marking' and to delete the duplication of the words 'Currency Act 1965' in clause 1.5(1);
2. to delete two unnecessary occurrences of '1974' in clause 1.5(5)(b);
3. to replace *Road Traffic Act 1974* with 'Road Traffic Act' in clause 4.8(b); to correct 'shoeing' to 'showing' in clause 4.16;
4. to delete clause 4.17;
5. that all consequential undertakings arising from the undertakings be made;
6. that the clauses will not be enforced in a manner contrary to the undertakings;
7. that the undertakings will be completed within 6 months of the date of the Shire's letter giving the undertakings;
8. that the Shire of Roebourne will provide a copy of the minutes of the meeting at which the Roebourne Council resolves to provide the undertakings; and
9. that the Shire will make publicly available, whether in hard copy or electronic form, a copy of these undertakings together with the principal local law.

**ATTACHMENT 1 - PARKING AND PARKING FACILITIES LOCAL LAW 2010  
(SEE ATTACHED)**



**ATTACHMENT 2 - CORRESPONDENCE FROM JOINT STANDING COMMITTEE ON DELEGATED LEGISLATION**



**JOINT STANDING COMMITTEE ON DELEGATED LEGISLATION**

Our Ref: 3844/04

Ms Collene Longmore  
Chief Executive Officer  
Shire of Roebourne  
PO Box 219  
KARRATHA WA 6714

*This document (including any attachments) is confidential. You should not publish (online or otherwise), disclose or copy this information without the Committee's permission. Please contact Committee staff if you have any queries.*

12 October 2010

By facsimile: 9185 1626

Dear Ms Longmore

***Shire of Roebourne Parking and Parking Facilities Local Law 2010***

I refer to the *Shire of Roebourne Parking and Parking Facilities Local Law 2010 (the Local Law)* and to the explanatory material provided to the Committee in September 2010. The Committee considered the Local Law at its meeting on 11 October 2010 and resolved to write to you regarding clause 4.17, which the Committee considers to be problematic. The Committee also brings several typographical errors in the Local Law to your attention.

***Typographical errors***

The Committee has noted the following typographical errors in the Local Law:

- clause 1.5(1) - duplication of the words 'Currency Act 1965' in the definition of 'currency'; replace the word 'works' with 'words' in the definition of 'keep clear marking';
- clause 1.5(5)(b) - delete two unnecessary occurrences of '1974' in the sentence;
- clause 4.8(b) - replace *Road Traffic Act 1974* with 'Road Traffic Act';
- clause 4.16 - correct 'shoeing' to 'showing'.

**Clause 4.17 - Special Events Parking**

The Committee has formed the view that clause 4.17(3) is a determination device because the Shire of Roebourne is attempting to sub-delegate the exercise of its powers under the *Local Government Act*

dg.3844.101012.let.001.cl (A247474)

PARLIAMENT HOUSE PERTH WESTERN AUSTRALIA 6000

TELEPHONE: +61 8 9222 7222 FACSIMILE: HOUSE +61 8 9222 7809 COMMITTEES +61 8 9222 7805

EMAIL (GENERAL OFFICE): council@parliament.wa.gov.au

1995 to a mere resolution of a simple majority of the Council. Local laws must be made by an absolute majority of Council members under section 3.12(4) of the *Local Government Act 1995*, which is a mandatory requirement under that Act.

The Committee's position on determination devices is that they are problematic. Determination devices bypass Parliamentary scrutiny in the following ways:

- the mandatory procedure for making a local law under section 3.12 of the *Local Government Act 1995* is not followed; and
- the determination device bypasses the requirements of section 42 of the *Interpretation Act 1984* in relation to publication of the determination in the *Government Gazette*, tabling in both Houses of Parliament and disallowance.

In the absence of legislative authority to the contrary, there is a common law rule against the sub-delegation of legislative power. This rule is based on the principle that a body that has been delegated the power to make legislation cannot itself delegate this power.<sup>1</sup> Local governments have been delegated the power to make local laws by the Parliament enacting section 3.5(1) of the *Local Government Act 1995*. That is, the Shire is not permitted to delegate this power to make local laws to another body unless authorised to do so by the *Local Government Act 1995* or another Act.

The Committee has in the past allowed special events local laws (such as for the annual Skyshow and Red Bull Air Race in the City of Perth) to use determination devices to establish 'no parking' zones over entire suburbs, but only where a procedure is followed where the no parking areas are publicised before the event and adequately sign-posted during the event. The use of determination devices in the special events local law has been previously accepted by the Committee as necessary due to the very small timeframe in which local governments have to implement the no parking zones: usually only knowing a few weeks before the event exactly when and where it will be held and the restrictions that are to apply. That timeframe was accepted by the Committee as too short a time in which to effectively enact a local law amendment. The Committee's insistence on sufficient public notice for the closure of a large number of parking spaces is consistent with the requirements of public notice that local governments must follow when closing individual thoroughfares to vehicles under section 3.50 of the *Local Government Act 1995*.

#### *The City of Perth special events local law*

In the case of the *City of Perth Special Events Local Law 2007* (which was enacted to cover the Red Bull Air Race), the Committee accepted that the City of Perth did not know the date of the Red Bull Air Race at the time of making the local law. However, the wording of the local law addressed the Committee's concerns about giving the public specific and timely notice of the event and consequent restrictions. The Committee accepted a definition of "special event period" as 6am on 26 January to 6pm on 27 January each year and four consecutive days within the period 31 October and 30 November each year, which must be advertised in accordance with clause 3.1 (emphasis added). Clause 3.1 provided that the City of Perth must give local public notice six weeks in advance of alcohol free locations, special event locations and special event periods created under the local law.

*Undertakings required for the Shire of Roebourne's Local Law*

Clause 4.17(1) of this Local Law gives the Shire of Roebourne a general, unlimited power to set aside any parking station, parking facility or other land owned or controlled by the local government for the parking of vehicles by persons attending a special event. "Special event" is simply defined in clause 4.17(4) as "any event or occurrence considered by the local government to be special and likely to attract a substantial number of persons driving vehicles." This is too vague and does not address the Committee's concerns, as previously stated, about appropriate public notice.

The Committee requires an amendment to clause 4.17(4) to include some reasonable, defined limit to the possible dates that may be used for the special event. Further, clause 4.17 should be amended to include a provision whereby sufficient local public notice of the special event is to be given, similar to clause 3.1 of the *City of Perth Special Events Local Law 2007* discussed above, or consistent with the requirements of public notice that local governments must follow when closing individual thoroughfares to vehicles under section 3.50 of the *Local Government Act 1995*. The local public notice should also notify the public of the fee payable for special event parking.

The Committee therefore requests an undertaking from the Shire of Roebourne that it will:

- make the typographical amendments;
- amend clause 4.17(4) to include some reasonable, defined limit to the possible dates that may be used for special events;
- amend clause 4.17 to include a provision whereby sufficient local public notice of the special event and the amount of fee payable for special event parking is to be given; and that
- all consequential amendments arising from the undertakings will be made;
- the clauses will not be enforced in a manner contrary to the undertakings;
- the undertakings will be completed within six months of the date of the Shire's letter giving the undertakings;
- the Shire of Roebourne will provide a copy of the minutes of the meeting at which the Roebourne Council resolves to provide the undertakings; and
- the Shire will make publicly available, whether in hard copy or in electronic form, a copy of these undertakings together with the principal local law.

*Disallowance timeframes*

Due to its concerns with the Shire of Roebourne's Local law, the Committee resolved to move a notice of motion in the Legislative Council to disallow the instrument. The giving of notice should not be

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<sup>1</sup> For example, see *Hawke's Bay Raw Milk Producers Co-op Co. Ltd v New Zealand Milk Board* [1961] NZLR 218; *Turner v Owen* (1990) ALR 119.

taken as indicating that the Committee has resolved to recommend disallowance to the Parliament at this stage.

Should the Committee recommend disallowance, the Local Law will cease to have effect from the date of disallowance and cannot be enforced or relied upon by the Shire of Roebourne.

Given the strict timeframes under which the Committee operates, the Committee requests that you provide all of the above undertakings and the supporting minutes from the Council meeting by **5pm on Thursday 21 October 2010.**

Notwithstanding the confidential status of this letter, the Committee has no objection to the Shire of Roebourne providing copies of this letter to (or discussing the contents of this letter with) the Department of Local Government (or other relevant authority), the Western Australian Local Government Association and/or the Shire's advisors.

If you have any queries in relation to the above, please contact the Committee's Advisory Officer (legal), Mrs Irina Lobeto-Ortega on ph: 9222 7302, fax: 9222 7805 or via email at [delleg@parliament.wa.gov.au](mailto:delleg@parliament.wa.gov.au).

Yours sincerely



**Hon Robin Chapple MLC**  
Deputy Chairman

**13.8 R-CODES VARIATION - OUTBUILDING WITH WALL HEIGHT OF 4.5M AND RIDGE HEIGHT OF 5.2M RIDGE HEIGHT AT REDUCED SIDE BOUNDARY SETBACK OF 1M - LOT 5 BLACKWOOD CRESCENT, DAMPIER**

**File No:** P2348

**Attachment(s)**

1. Location Plan
2. Site Plan/Elevation Plan

**Responsible Officer:** Director Development And Regulatory Services

**Author Name:** Planning Assistant

**Disclosure of Interest:** Nil

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**REPORT PURPOSE**

For Council to consider an application for a variation to the acceptable development provisions of the Residential Design Codes of Western Australia (R-Codes) and make determination against the relevant performance criteria for a proposed outbuilding situated at Lot 5 [5] Blackwood Crescent, Dampier.

**Background**

Locality: Dampier  
Applicant: Jason Armstrong  
Owner: Greg Barker  
Zoning: Residential (R20)

Building Licence Application 20100309 for an outbuilding was received on 20 May 2010. After completion of an initial assessment by the Building Surveyor advice was given to the applicant that an application for R-Codes Variation was required to be submitted prior to the issue of the Building Licence to address the over height wall of 4.5m, over height ridge of 5.2m and the reduced side boundary setback of 1m. A subsequent application for R-Codes Variation approval was received on the 15 September 2010.

As part of the R-Codes assessment, contact was made with the applicant asking for the height of the outbuilding to be reduced or justification be given as to the necessity for the its proposed excessive height. It was explained to the applicant that the structure is considered industrial in nature and not an appropriate development in residential areas.

The applicants' response stated the following:

*“Ridge height will only exceed by 700mm and we believe shading to neighbours property will be welcomed due to our climatic conditions, as to the view that it will not look aesthetically pleasing and is of an industrial nature we disagree as to the colour range that is available, and that complete houses are also built in this manner.*

*Dampier with its change in building regulations has only just started to get revitalised and believe there will be a greater demand on the large type storage areas as to stow away large boats etc in the case of a cyclone.”*

During a site inspection carried out on 15 September 2010 the owner of the property explained that the purpose of the outbuilding was to store a boat that measured 3.2m to the top of the rod holders.

## Issues

### Compliance with the Shire of Roebourne Town Planning Scheme No. 8 (TPS8)

The relevant Dampier Precinct objectives include:

*“Enhance the high quality residential environment of Dampier.”*

And

*“Encourage residential development that will accommodate a greater range of lifestyles to reflect the broadening population base.”*

The proposed outbuilding is not considered to meet the objectives of the Shire of Roebourne Town Planning Scheme No. 8 as the proposed outbuilding is considered to be bulky and oversized in nature, more suitable for an industrial zoned area and further, it will not enhance the residential amenity of the area.

A reduction in the wall height to 3.6m and ridge height to 4.5m of the proposed outbuilding would decrease the impact on the streetscape. The reduced wall and ridge heights will still enable the outbuilding to be used to store the owners boat as was the intention of the structure and therefore supporting the lifestyles and recreational choices for the broadening population base of Dampier.

### Residential Design Codes of Western Australia (R-Codes)

The relevant provisions of the R-Codes that relate to this application are as follows:-

Acceptable development provision 6.3.1 – Buildings setback from the boundary:

*“A1 Buildings which are setback in accordance with the following provisions, subject to any additional measures in other elements of the codes:*

*(i) Buildings setback from boundaries other than street boundaries in accordance with table 1, tables 2a and 2b (for wall heights 10m and less), figure 2a – 2e, and figure 3 (for wall heights in excess of 10m).”*

The prescribed side boundary setback applicable is 1.5m.

As the proposed outbuilding does not comply with the acceptable development provisions stated above the application should; therefore, be measured against the performance criteria as follows:

*“Buildings setback from boundaries other than street boundaries so as to:*

- *Provide adequate direct sun and ventilation to the building;*
- *Ensure adequate sun and ventilation being available to adjoining properties;*
- *Provide adequate direct sun to the building and appurtenant open space;*
- *Assist with protection of access to direct sun for adjoining properties;*
- *Assist in Ameliorating the impacts of building bulk on adjoining properties;and*
- *Assist in protecting privacy between adjoining properties.”*

As the proposed outbuilding does not comply with all of the acceptable development provisions it should be measured against the performance criteria applicable specifically to outbuildings as follows:

*“Outbuildings that do not detract from the streetscape or visual amenity of residents or neighbouring properties.”*

The proposed 4.5m high wall and 5.2m high ridge of the outbuilding is considered to detract from the streetscape and visual amenity of residents and neighbouring properties. In particular the over height wall of the outbuilding will be higher than the overall heights of the surrounding dwellings and therefore is considered to diminish the existing residential character of the area and adversely affect the existing and future amenity of the residents and neighbouring properties. The bulky and over height nature of the outbuilding is considered to detrimentally impact on the visual amenity of the immediate neighbourhood.

The reduced setback of the outbuilding is considered to increase the impacts of building bulk on the adjoining property particularly as the structure is oversize and industrial in nature. The surrounding dwellings along Blackwood Crescent have overall heights that are below the proposed wall height of the outbuilding with the overall heights of dwellings generally being around 3.7m – 4m. The proposed 4.5m wall height will therefore dominate the streetscape of Blackwood crescent which will not support the Shire of Roebourne Town Planning Scheme No. 8 precinct objective to ‘enhance the high quality residential environment of Dampier’. An outbuilding is not considered to be a residential type structure which is why the R-Codes protect the amenity of residential areas by reducing the allowable height and size of outbuildings being built in residentially zoned areas. A significantly oversized outbuilding with a wall height of 4.5m and ridge height of 5.2m is not what should be dominating a residential streetscape.

A reduction in the wall height to a maximum of 3.6m and maximum ridge height of 4.5m would enable the outbuilding to meet the performance criteria of the R-Codes by reducing the building bulk and preserving access to sunlight and ventilation for the adjoining property owner. The streetscape and visual amenity of the residents and neighbouring properties would be maintained.

#### Compliance with Local Planning Policy DP 7 ‘Residential Frontage’

The key objectives of the Local Planning Policy DP 7 that relate to the proposal include:

*‘To protect the amenity of residential streetscapes.’*

And

*‘To provide weather protection for boats, caravans and vehicles on residential properties.’*

The proposed outbuilding is not deemed to comply with the objective ‘To protect the amenity of residential streetscapes.’

The policy states;

*“Garages, carports, boatports, and non-habitable outbuildings shall have a maximum wall height of 2.7m and a total overall height of 4.5m. Where a wall height of greater than 3.6m is proposed the applicant must be determined at an Ordinary Council Meeting.”*

The proposed outbuilding exceeds the maximum wall height stated in the policy of 2.7m and the overall height of 4.5m and consequently has been assessed against the relevant performance criteria.

The outbuilding with an over height wall of 4.5m and ridge height of 5.2m at a reduced side boundary setback of 1m is considered to have a detrimental impact on the streetscape and visual amenity of the residential area in which it is proposed. The bulky and over height nature of the structure is considered to compromise the access to sunlight and ventilation to the western side of the adjoining dwelling. This adjoining property is slightly elevated in relation to the subject site, despite this the proposed wall height impedes on the neighbouring property with building bulk and potentially affects the sunlight and ventilation accessed by this property. The most significant of the adverse affects on the adjoining and surrounding properties is the impact of building bulk resulting from a structure that is not residential in nature.

Surrounding property owners along side and behind the subject property were given notice of the application. There were no responses received as a result of the notifications. Notwithstanding the lack of neighbours' responses it is considered that the proposed outbuilding will have a significant impact on the amenity of the area which is located on the edge of the residential zone with Blackwood Crescent overlooking the valuable views of the Dampier Port.

### **Options**

Council has the following options available:

1. To approve the application for R-Codes variation for the outbuilding with over height wall of 4.5m, ridge height of 5.2m and reduced side boundary setback of 1m.
  
2. To approve the proposed outbuilding with the following amendments to the plans:
  - a. Wall height of no more than 3.6m
  - b. Ridge height of no more than 4.5m
  - c. Side boundary setback of no less than 1m.
  
3. To refuse the application for R-Codes variation.

### **Policy Implications**

Local Planning Policy DP7 'Residential Frontage' is relevant to this matter.

### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

### **Financial Implications**

The R-Codes variation application fee of \$135 has been paid by the applicant

### **Conclusion**

The proposed outbuilding with wall height of 4.5m and ridge height of 5.2m with a 1m setback is considered undesirable as it is inconsistent with the residential zoning of the area. It is considered to detract from the visual amenity of the streetscape which is viewed from the beach front of the Dampier Port. The development poses unsatisfactory visual

impact of building bulk on neighbouring properties and compromises the availability of sunlight and ventilation to the western side of the neighbouring dwelling.

It is considered reasonable to reduce the wall height of the outbuilding to a maximum of 3.6m, ridge height maximum of 4.5m and retain the 1m side boundary setback. This would enable the owner to store his 3.2m high boat while allowing the performance criteria of the R-Codes to be met. By reducing the wall and ridge heights it is deemed to reduce the impact of building bulk on neighbouring properties and preserves the streetscape amenity. By reducing the wall height of the proposed outbuilding to a maximum of 3.6m the wall height will not be above the overall heights of the surrounding dwellings.

It is therefore recommended that the application for R-Codes Variation be approved subject to the wall height being reduced to a maximum of 3.6 and ridge height to a maximum of 4.5m.

### **Voting Requirements**

Simple.

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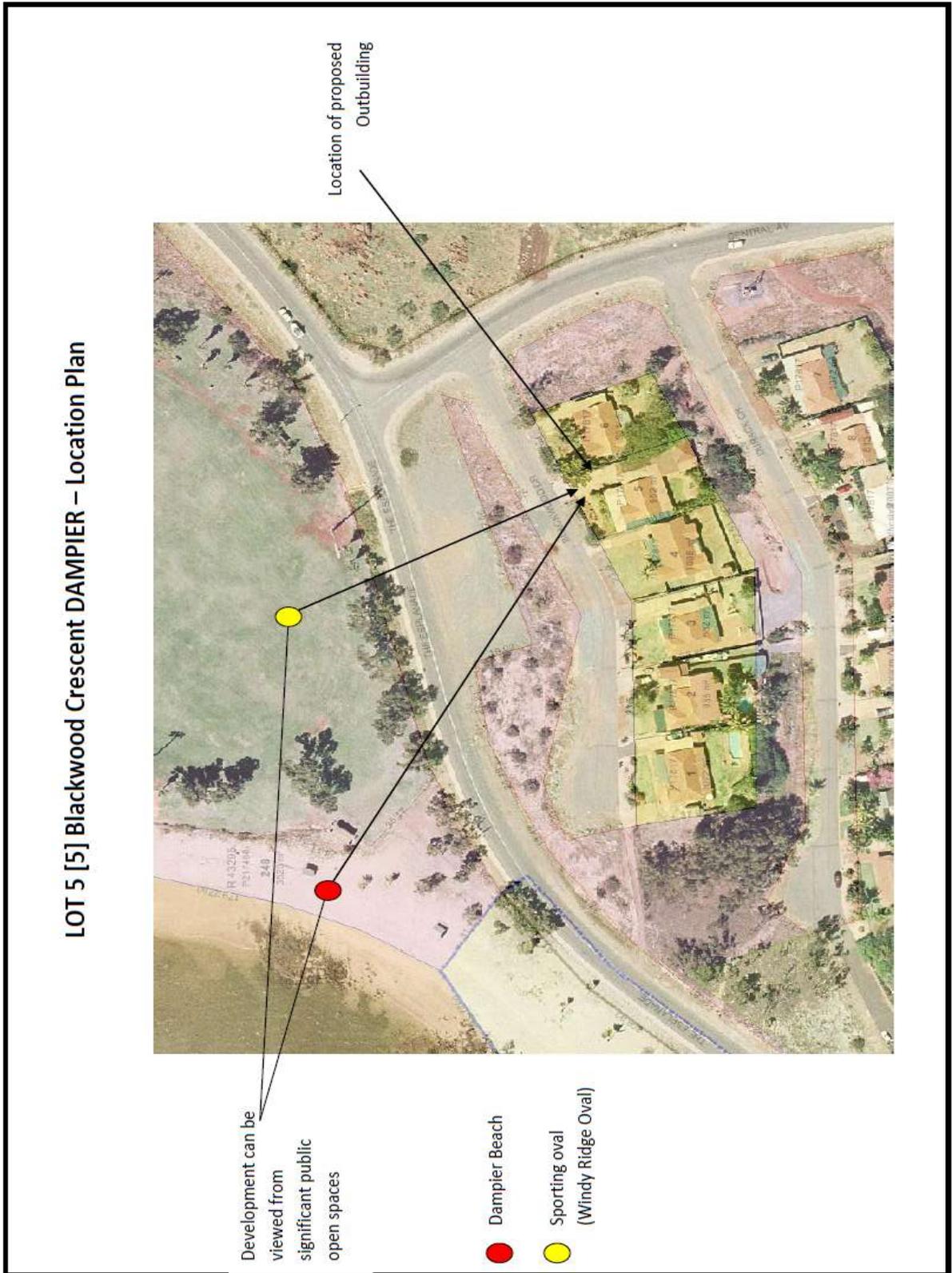
### **RECOMMENDATION**

**That the Council:**

**Approve the application for R-Codes Variation for the development of an outbuilding at Lot 5 Blackwood Crescent, Dampier subject to the following amendments to the plans for the outbuilding:**

- (a) Reduce wall height to a maximum of 3.6m**
- (b) Reduce the ridge height to a maximum of 4.5m**
- (c) Maintain the side boundary setback of 1m minimum**

**ATTACHMENT 1 – LOCATION PLAN**



**ATTACHMENT 2 - SITE PLAN/ELEVATION PLAN (SEE ATTACHED)**



**13.9 PROPOSED UGRADE TO MCDONALDS RESTAURANT DRIVE THROUGH - LOT 50 WELCOME ROAD, KARRATHA**

**File No:** P2344

**Attachment(s)** Site Plan, Detailed Site Plan and Elevation Plan

**Responsible Officer:** Director Development & Regulatory Services

**Author Name:** Senior Planning Officer

**Disclosure of Interest:** Nil

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**REPORT PURPOSE**

For Council to consider and make determination on application for planning approval P2344 that proposes the development in the form of an upgrade to the existing vehicle drive through at the McDonald's Restaurant and associated signage within the town centre at Lot 3908 on Plan 216465 Welcome Road, Karratha. The application has been referred to Council for determination in accordance with the Shire's Delegated Authority Register.

**Background**

Application for planning approval P2344 was received on 3 September 2010 submitted by Hindley & Associates Pty Ltd. The application proposes the upgrading of the existing drive through service facility attached to the McDonald's Restaurant, along with the relocation of some signage and the addition of some new signage directly associated with the upgrade. The subject site is zoned Town Centre under the Shire of Roebourne Town Planning Scheme No. 8 [TPS8] and is located within the land owned by Karratha City SC Holdings Pty Ltd.

The application proposes a dual lane drive-thru ordering system. It is noted that the dual lane only extends to the north western corner of the existing drive-thru lane whereby both lanes merge to become a single lane as already exists on site. To achieve this, the following works are proposed:

- a) The repositioning of the existing 'customer order display' unit (COD), associated awning roof and menu boards. The COD unit contains the two way speaker system to place voice orders.
- b) The reconfiguration of the existing drive-thru lane.
- c) The addition of a second drive-thru lane and associated COD unit, awning roof and menu boards.
- d) The works will extend into the existing shopping centre carpark, removing a total of three (3) parking bays and the realignment of four (4) parking bays.
- e) Line marking of a new pedestrian crossing and line marking to delineate lane ways.
- f) The reinstatement of banking to the edge of the outer lane to match existing banking.

- g) Removal of an established eucalypt tree.
- h) The removal of an existing sign indicating the entrance to the drive-thru and the replacement with a new sign.
- i) The addition of two new 'height clearance' gantries. One of each to be placed at the entrance to each lane.

## **Issues**

### Karratha City of the North Plan

As the lot is located within the area that is proposed to be zoned as City Centre under TPS8 Amendment No. 18 and comes under the influence of the Karratha City of the North Plan (KCNP), it is important to consider this proposal in relation to the impact the proposal may have on achieving the objectives of the KCNP.

The Lot is located in that area of the proposed City Centre zoning described as 'Precinct 1 – Retail' under Amendment No. 18. The proposal is a modification to upgrade an existing retail use. The proposal does not include the erection of any new buildings. The proposed objectives for the City Centre zone and Precinct 1 are as follows;

#### **6.6.A.1 The objectives of the City Centre zone are:**

- f) *To facilitate the appropriate and orderly and proper development of the City Centre based on sound urban design principles and which reflect the Scheme objectives.*
- g) *To create a vibrant and safe City Centre with a diversity of land uses including residential, commercial, retail, entertainment and civic uses.*
- h) *To create a network of clearly legible pedestrian and vehicle movement networks.*
- i) *To create enhanced pedestrian environments with pedestrian shelter, active ground floor uses and passive surveillance wherever possible.*
- j) *To encourage and facilitate the development and beautification of the City Centre.*

**6.6.A.2** *The Karratha City Centre comprises four distinct Precincts; a Retail Precinct, Commercial Precinct, Entertainment Precinct and an Accommodation Precinct. The objectives for each Precinct are:*

#### **Retail Precinct [Precinct 1]**

*To achieve development in the Retail Precinct in a Main Street style, dominated by ground floor retail uses. Main Street tenancies should be no greater than 500m<sup>2</sup>, include active facades, have nil setbacks, car parking areas screened from the public domain and include elements that enhance the pedestrian public domain. Dwellings with any street frontage at ground level other than to facilitate entry will not be permitted. Multiple dwellings are strongly encouraged on upper levels.*

It is considered that the proposal meets the objectives of the Retail Precinct and would not compromise the ability of the City Centre zone objectives to be achieved into the future.

### Car Parking and Vehicle Access

The most significant impact of the proposal will be in relation to the improvement of vehicle access to parking bays within the area of the McDonalds restaurant and upon traffic movement along Klenk Street. Further to this, there is the issue of the resultant loss of three parking bays in the vicinity of the restaurant and any impact this may have on the function of vehicle access in the area.

It is known to Council staff that at peak times (lunchtime and evenings) the McDonalds drive-thru can back up and cause congestion within vehicle access areas that both impedes access to parking bays in the vicinity and to traffic along the thoroughfare that is Klenk Street. Two main reasons for this is the volume of patrons attending the drive-thru and the limited capacity of the drive-thru to accommodate this patronage. As indicated in information submitted by the applicant, McDonald's has recognised this issue and has proposed the upgrade to significantly improve the present situation. The applicant has indicated that the use of a dual lane drive-thru will improve the present situation. Firstly, by increasing the number of vehicles that can be accommodated within the increased driveway areas attributed to the additional lane. The design of the drive-thru will allow a total of eleven [11] vehicles to wait within the drive-thru lanes, without protruding into the shopping centre car park access way. Secondly, by providing two customer ordering points within the drive-thru this will significantly improve the speed at which vehicles can be merged into the greater length of driveway to the payment and pick up points. It is clear that the proposal will improve the current situation of traffic congestion caused as a result of the existing drive-thru arrangement by reducing the potential for vehicles backing up behind the customer order display [COD] units and creating impeding vehicle movement in the area.

The proposed additional lane and realignment of associated kerbing would result in the loss of three (3) parking bays and the realignment of four (4) parking bays within the Centro Shopping Centre car park. In accordance with the parking requirements of TPS8 the proposal does not require additional parking. Section 6.12.5 of TPS8 states the following:

#### *Variations to Car Parking Requirements*

*“Where the Council is satisfied that circumstances of a development justify such action and there will not be any resultant lowering of safety standards, it may permit a reduction in the number of carparking spaces required...”*

It is considered in this instance that as the proposal does not require any additional parking bays to be provided and that only three (3) parking bays will be removed, this variation is acceptable to achieve significantly improved vehicle movements within the car park and within Klenk Street. The proposed reconfiguration of the four parking bays is considered appropriate. Standard conditions of approval will ensure minimum parking bay dimensions in accordance with TPS8 are achieved.

### Signs

The proposal involves the relocation of two menu boards and the addition of three menu boards associated with the additional drive-thru lane along with the removal and replacement with a new sign that indicates the entrance to the drive-thru.

Section 6.11 – Control of Advertisements of TPS8 and the Shire's Local Law Relating to Signs, Hoardings and Bill Postings provides for the control of all forms of signs throughout the Shire. TPS8 requires that planning approval is required for signs and this will be

undertaken as a part of this application along with the other proposed works. The Local Law provides the more detailed prescriptive controls for proposed signs.

The menu boards essentially inform those ordering at the COD unit and are not aimed at public advertising however, are still defined as a sign. The menu boards are illuminated internally to be able to be read after hours and are switched off outside of operating hours. The menu boards, in accordance with Section 2 of the Local Law are defined as 'illuminated signs'. The menu boards comply with the requirements of Section 5.1 of the Local Law that relates to 'illuminated signs'.

The sign that indicates the entrance to the drive-thru and that is replacing an existing sign is defined as a 'ground level sign' in accordance with Section 2 of the Local Law. Section 5.9 contains the controls for this type of sign and the sign is compliant with all controls regarding height, width and depth. Section 5.9.2 states that Council shall not permit both a ground level sign and a pylon sign on any lot. A pylon sign exists at the McDonalds Restaurant and therefore the proposal is technically seeking a variation to this Local Law.

Section 5A of the Local Law states the following:

*Relaxation of Requirements and Standards*

*Where a sign the subject of an application for a licence under this by-law would not comply with a requirement or standard contained in Clause 5 of this by-law with respect to that application the Council may by simple majority resolution, and notwithstanding that non-compliance, approve the application and issue the licence with or without conditions.*

In this instance the proposed ground level sign is simply replacing and performing the same function as the existing ground level sign. This proposed sign will not impede pedestrian or traffic movement in the area and is not considered to have any detrimental visual impact on the area. The sign, along with the other works proposed, will assist to improve traffic flow from the car park road network to the drive-thru, as it is essentially a directional aid. It is considered that this minor variation from Section 5A of the Local Law is warranted.

**Options**

Council has the following options available:

1. Approve planning application P2344 for the development of a dual lane drive through associated with McDonald's Restaurant at Lot 3908 Welcome Road, Karratha.
2. Refuse planning application P2344 for the development of a dual lane drive through associated with McDonald's Restaurant at Lot 3908 Welcome Road, Karratha.

**Policy Implications**

Policy number DP9 (Town Centre Zone Development Requirements), Local Law Relating to Signs, Hoardings and Bill Postings

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

The applicant has made payment of fees (\$240), applicable to the planning application based on development cost.

**Conclusion**

Duplication of the McDonalds Restaurant drive-thru is considered to meet the relevant objectives of TPS8 without compromising the objectives of the Karratha City of the North Plan. The proposal will assist in reducing traffic congestion at the south-eastern entrance to Centro Karratha and potentially on Klenk Street and although three [3] parking bays will be displaced, the benefits arising from the works relating to improved traffic flow in the area adequately compensate for this.

On these grounds it is recommended that the application be approved subject to standard conditions.

**Voting Requirements**

Simple.

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**RECOMMENDATION**

**That the Council –**

**Approve application for Planning Approval P2344 for the duplication of the McDonalds Restaurant drive-thru including signage at Lot 3908 on Plan 216465 Welcome Road, Karratha subject to standard relevant conditions as determined under delegation by the Manager Planning Services.**



**ATTACHMENT 1 - SITE PLAN, DETAILED SITE PLAN AND ELEVATION PLAN  
(SEE ATTACHED)**



## **14 STRATEGIC PROJECTS**

### **14.1 TENDER G02-10/11 SHIRE STAFF HOUSING**

<b>File No:</b>	<b>CP.183</b>
<b>Attachment(s)</b>	<b>G02-10/11 Shire Staff Housing Confidential Evaluation Report</b>
<b>Responsible Officer:</b>	<b>Director Strategic Projects</b>
<b>Author Name:</b>	<b>Director Strategic Projects</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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#### **REPORT PURPOSE**

To seek Council's endorsement of a successful tenderer for Tender G02-10/11 Shire Staff Housing.

#### **Background**

On 20 September 2010 Council resolved to:

- 1. Agree to call tenders for the design and construction of 12 houses in accordance with the Functional Design Brief (attached) on Lots 323, 325, 326, 327, 349, 350, 351 and 452 Baynton West and Lot 160 Bulgarra, Karratha,**
- 2. Agree to implement the procurement of the 12 Shire houses through a design and construct form of contract utilising Australian Standards AS4902-2000 General terms and conditions of contract for Design and Construct and the appropriate form of agreement,**
- 3. Appoints the Chief Executive Officer, Director of Strategic Projects, Director Development and Regulatory Services and Councillors Lewis and Hipworth as members of the Project Tender Evaluation Panel.**

Tenders were advertised on 25 September and closed on 20 October 2010.

Eight tenders were received by the closing date.

#### **Issues**

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

- Chief Executive Officer – Collene Longmore
- Director Strategic Projects – Simon Kot
- Director Development and Regulatory Services – David Pentz
- Project Manager – James Martin of Davis Langdon Pty Ltd
- Shire Councillor Ben Lewis
- Shire Councillor David Hipworth

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

The criteria and associated weightings were:

Price	40%
Submitted Design	40%

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Capacity and Capability

20%

A detailed summary is attached as the Confidential Evaluation Report.

**Options**

Council has the following options available:

1. Accept recommended tender, or
2. Accept an alternative tender, or
3. Not accept any tender.

**Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

Tenders were called in accordance with Section 3.57 of the Local Government (Functions and Administration) Regulations.

**Financial Implications**

The expenditure is in accordance with the budget.

**Conclusion**

The Evaluation Panel believes that the recommended tenderer provides the most advantageous outcome to Council based on an assessment against the criteria as outlined above.

**Voting Requirements**

Simple.

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**RECOMMENDATION**

**That Council endorse the recommendation of the Director Strategic Projects contained within the Confidential Evaluation Report attached for Tender G02-10/11 Shire Staff Housing.**

## 14.2 TENDER G03-10/11 KARRATHA YOUTH AND FAMILY CENTRE

<b>File No:</b>	<b>CP.99</b>
<b>Attachment(s)</b>	<b>Confidential Evaluation Report G03-10/11 Karratha Youth And Family Centre</b>
<b>Responsible Officer:</b>	<b>Director Strategic Projects</b>
<b>Author Name:</b>	<b>Director Strategic Projects</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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### REPORT PURPOSE

To seek Council's endorsement of a successful tenderer for Tender G03-10/11 Karratha Youth And Family Centre.

### Background

On 20 September 2010 Council resolved to:

- 1. Agree to call tenders for the design and construction of the Karratha Youth and Families Centre in accordance with the Functional Design Brief.**
- 2. Agree to implement the procurement of the Karratha Youth and Families Centre through a design and construct form of contract utilising Australian Standards AS4902-2000 General terms and conditions of contract for Design and Construct and the appropriate form of agreement.**
- 3. Appoint the Chief Executive Officer, Director of Strategic Projects, Project Manager James Martin, Councillors Ben Lewis and Evette Smeathers as members of the Project Tender Evaluation Panel.**

Tenders were advertised on 25 September and closed on 27 October 2010.

Four tenders were received by the closing date.

### Issues

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

- Chief Executive Officer – Collene Longmore
- Director Strategic Projects – Simon Kot
- Project Manager – James Martin of Davis Langdon Pty Ltd
- Shire Councillor Ben Lewis
- Shire Councillor Evette Smeathers

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

The criteria and associated weightings were:

Price	40%
Submitted Design	40%
Capacity and Capability	20%

A detailed summary is attached as the Confidential Evaluation Report.

### **Options**

Council has the following options available:

1. Accept recommended tender, or
2. Accept an alternative tender, or
3. Not accept any tender.

### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

### **Legislative Implications**

Tenders were called in accordance with Section 3.57 of the Local Government (Functions and Administration) Regulations.

### **Financial Implications**

The expenditure is in accordance with the budget.

### **Conclusion**

The Evaluation Panel believes that the recommended tenderer provides the most advantageous outcome to Council based on an assessment against the criteria as outlined above.

### **Voting Requirements**

Simple.

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## **RECOMMENDATION**

**That Council endorse the recommendation of the Director Strategic Projects contained within the Confidential Evaluation Report attached for Tender G03-10/11 Karratha Youth And Family Centre.**

### 14.3 TENDER G04-10/11 ADMINISTRATION OFFICE PROJECT

**File No:** CP.103

**Attachment(s)** G04-10/11 Administration Office Project Confidential Evaluation Report

**Responsible Officer:** Director Strategic Projects

**Author Name:** Director Strategic Projects

**Disclosure of Interest:** Nil

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#### REPORT PURPOSE

To seek Council's endorsement of a successful tenderer for Tender G04-10/11 Administration Office Project.

#### Background

On the 20 September 2010 Council resolved to:

- 1. Agree to call tenders for the design and construction of additional Shire Office Accommodation in accordance with the Functional Design Brief (attached);**
- 2. Agree to implement the procurement of the Shire Office Accommodation through a design and construct form of contract utilising Australian Standards AS4902-2000 General terms and conditions of contract for Design and Construct and the appropriate form of agreement;**
- 3. Appoint the Chief Executive Officer, Director of Strategic Projects and the Shire President as members of the Project Tender Evaluation Panel.**

Tenders were advertised on 25 September and closed on 20 October 2010.

Two tenders were received by the closing date.

#### Issues

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

- Chief Executive Officer – Collene Longmore
- Director Strategic Projects – Simon Kot
- Shire President – Nicole Lockwood
- Project Manager – James Martin of Davis Langdon Pty Ltd

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

The criteria and associated weightings were:

Price	40%
Submitted Design	40%
Capacity and Capability	20%

A detailed summary is attached as the Confidential Evaluation Report.

**Options**

Council has the following options available:

1. Accept recommended tender, or
2. Accept an alternative tender, or
3. Not accept any tender.

**Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

Tenders were called in accordance with Section 3.57 of the Local Government (Functions and Administration) Regulations.

**Financial Implications**

The expenditure is in accordance with the budget.

**Conclusion**

The Evaluation Panel believes that the recommended tenderer provides the most advantageous outcome to Council based on an assessment against the criteria as outlined above.

**Voting Requirements**

Simple.

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**RECOMMENDATION**

**That Council endorse the recommendation of the Director Strategic Projects contained within the Confidential Evaluation Report attached for Tender G04-10/11 Administration Office Project.**

## **15 ITEMS FOR INFORMATION ONLY**

### **INFORMATION ONLY ITEMS - OCTOBER 2010**

**Responsible Officer:** Chief Executive Officer

**Author Name:** Minute Secretary

**Disclosure of Interest:** Nil

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#### **REPORT PURPOSE**

To advise Council of the information items for October 2010.

#### **Background**

None

#### **Issues**

None

#### **Options**

None

#### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

#### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

#### **Financial Implications**

There are no financial implications resulting from this report.

#### **Conclusion**

None

#### **Voting Requirements**

Simple.

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#### **RECOMMENDATION**

That Council note the following information items:

- ◆ 15.1 Shire President's Mail 6 October – 1 November 2010
  - ◆ 15.2 Register of Documents Stamped with the Shire's Common Seal
  - ◆ 15.3 Councillor Representatives on Organisations
  - ◆ 15.4 Tabled Correspondence
  - ◆ 15.5 Budget Amendments for period ending 31 October 2010
  - ◆ 15.6 Non-Statutory Donations for period ending 31 October 2010
  - ◆ 15.7 Building Statistics – October 2010
  - ◆ 15.8 Planning Decisions Issued – 6 October to 2 November 2010
  - ◆ 15.9 Introduction of Development Assessment Panels
-

**15.1 SHIRE PRESIDENT’S MAIL – 6 OCTOBER TO 1 NOVEMBER 2010**

**Responsible Officer:** Chief Executive Officer

**Author Name:** Minute Secretary

**Disclosure of Interest:** Nil

**REPORT PURPOSE**

Incoming correspondence for the Shire President

<b>Date</b>	<b>From</b>	<b>Subject Details</b>
06/10/2010	REGIONAL ACHIEVEMENT AND COMMUNITY AWARDS	REGIONAL ACHIEVEMENT AND COMMUNITY AWARDS INVITATION TO ATTEND THE 2010 AWARDS GALA PRESENTATION DINNER
06/10/2010	TINGLEY	NAMING OF PUBLIC PLACES IN REMEMBRANCE OF RECENT MILITARY EVENTS RAISED BY ROGER TINGLEY - ENCLOSED COPY OF LETTER FROM THE PREMIER OF WESTERN AUSTRALIA AND LANDGATE IN RELATION TO GEOGRAPHIC NAMES
06/10/2010	AUZCORP	INTRODUCTION FROM LOUISE DURACK - GENERAL MANAGER, ABORIGINAL AND PUBLIC AFFAIRS, AUZCORP
19/10/2010	NAUMOVSKI	STEVE NAUMOVSKI - ATTACHED CORRESPONDENCE FROM DON MOSS DIRECTOR - ASSOCIATION OF PROFESSIONAL ENGINEERS (APEA) IN RELATION TO QUALIFICATIONS - REQUEST CERTIFICATIONS PASSED THROUGH BUILDING DEPARTMENT OF SHIRE OF ROEBOURNE
20/10/2010	KARRATHA PRIMARY SCHOOL	KARRATHA PRIMARY SCHOOL SEEK DONATION TOWARDS PURCHASE OF AN AWARD FOR 2010 PRESENTATION EVENING ON 07 DECEMBER 2010
27/10/2010	MILLARS WELL PRIMARY SCHOOL	MILLARS WELL PRIMARY SCHOOL SEEKING CONTINUED SUPPORT FROM SHIRE OF ROEBOURNE - PRESENTATION NIGHT EVENT TO BE HELD ON 08 DECEMBER 2010

**15.2 REGISTER OF DOCUMENTS STAMPED WITH THE SHIRE OF ROEBOURNE  
COMMON SEAL**

**Responsible Officer:** Chief Executive Officer

**Author Name:** Minute Secretary

**Disclosure of Interest:** Nil

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**REPORT 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>
<b>11 October 2010</b>	Transfer of land L1072 on deposited plan 211744, as to lease hold interest L376756 only.

### 15.3 COUNCILLOR REPRESENTATIVES ON ORGANISATIONS

**Responsible Officer:** Chief Executive Officer

**Author Name:** Minute Secretary

**Disclosure of Interest:** Nil

#### REPORT PURPOSE

Below is the listing of Councillor Portfolios and Representatives on Organisations within the Shire of Roebourne, both internal and external groups.

#### External Committees:

EXTERNAL COMMITTEE	DIVISION & STAFF MEMBER [if applic]	COUNCILLOR
Nor West Jockey Club Committee	Community and Corporate Services	Cr Fiona White-Hartig
Pilbara Regional Council (PRC)	Chief Executive Officer	Cr Lockwood & Cr Hipworth, Cr White-Hartig & Cr Smeathers as proxies
Pilbara Regional Road Group	CEO & Infrastructure Services	Cr Lockwood & Cr Hipworth
Resource Industry Advisory Group	Chief Executive Officer, Community and Corporate Services, Development and Regulatory Services & Infrastructure Services	Cr Lally, Cr White-Hartig & Cr Hipworth
Visitor Centre(s) Committees	Community and Corporate Services	Cr Hipworth & Cr Bailey
Walkington Theatre Management Committee	Community and Corporate Services	Cr Cechner & Cr Smeathers as proxy
West Pilbara Communities for Children Consortium	Community and Corporate Services	Cr Vertigan & Cr Smeathers as proxy
Roebourne Advisory Group	Community and Corporate Services	Cr Bailey, Cr White-Hartig & Cr Pritchard

#### Internal Portfolio's:

INTERNAL PORTFOLIO'S	COUNCILLOR
Community and Corporate Services	Cr Lewis, Cr Smeathers, Cr Vertigan & Cr Pritchard
Financial Services	Cr Lally & Cr Lockwood
Development and Regulatory Services	Cr Bailey, Cr Cechner Cr Hipworth & Cr White-Hartig
Infrastructure Services	Cr Hipworth & Cr Lally

**15.4 TABLED CORRESPONDENCE**

**Responsible Officer:** Chief Executive Officer

**Author Name:** Minute Secretary

**Disclosure of Interest:** Nil

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**REPORT PURPOSE**

Tabled correspondence for Councillors information:

<b>Date</b>	<b>From</b>	<b>Subject Details</b>
07/10/2010	NGARLUMA ABORIGINAL CORPORATION	FIRST DRAFT NGARLUMA HERITAGE AGREEMENT AND NGARLUMA SIGNAGE RECEIVED IN APRIL 2010
12/10/2010	PILBARA REGIONAL COUNCIL	MEMBER COUNCIL CONTRIBUTION FINANCIAL YEAR 2010 / 2011 - \$88,000.00 AMOUNT INCLUDES PROJECT CONTRIBUTION - PILBARA REGIONAL COUNCIL (PRC)
14/10/2010	DEPARTMENT OF REGIONAL DEVELOPMENT AND LANDS	FINANCIAL ASSISTANCE AGREEMENT - ROYALTIES FOR REGIONS PROJECT - ATTACHED 2 COPIES OF FAA FOR SIGNATURE
22/10/2010	KARRATHA COMMUNITY ASSOCIATION	LETTER OF THANK YOU TO SHIRE OF ROEBOURNE FOR SUPPORT AND SPONSORSHIP OF THE KARRATHA GARDEN COMPETITION 201

**15.5 BUDGET AMENDMENTS FOR THE PERIOD ENDING 31 OCTOBER 2010**

**File No: NOV10**

**Responsible Officer: Executive Manager Corporate Services**

**Author Name: Management Accountant**

**Disclosure of Interest: Nil**

**REPORT PURPOSE**

To provide Council with a report on adopted amendments to the original budget and the anticipated effect of those amendments on the surplus/deficit position at the end of the year.

***Shire Of Roebourne***

**Budget Amendments**

**For The Period Ending 31 October 2010**

Date Of Meeting	Res Number	Account Number	Description	Expenditure Increase / (Decrease)	Income Increase / (Decrease)	New Surplus /(Deficit)
				\$	\$	\$
			Original Budget Closing Estimate			0
			Adjustment of Opening Surplus/(Deficit) after Audit			
19-Jul-10	15219	314200	Lions Club-FeNaCING children's activities	10,000		(10,000)
20-Sep-10	151292	314772	Karratha Community Celebration Income not Budgeted 10/11		120,000	120,000
20-Sep-10	151292	314207	Karratha Community Celebration Expense not Budgeted 10/11	129,000		(129,000)
20-Sep-10	151293	404411	Write-off Commercial Rubbish Debt by Alvar Distributors Pty Ltd	564		(564)
20-Sep-10	151297	308705	Lottery West Grant Conservation of Cultural Heritage Create Income account		37,590	37,590
20-Sep-10	151297	308205	Lottery West Grant Conservation of Cultural Heritage Create Expense account	37,590		(37,590)
20-Sep-10	151301	332503	Reallocate Budget Capital Funds Cossack		18,000	18,000
20-Sep-10	151301	332504	Reallocate Budget Capital Funds Cossack	18,000		(18,000)
15-Oct-10	151354	460204	Commit Contribution to funding Narcotic Detection Dog Operations new activity	(15,500)		(15,500)
			<b>Totals</b>	<b>(179,654)</b>	<b>175,590</b>	
			<b>Current Budget Position is a Deficit of</b>			<b>(4,064)</b>

**15.6 NON STATUTORY DONATIONS FOR PERIOD ENDING 31 OCTOBER 2010**

**File No:** NOV10  
**Responsible Officer:** Executive Manager Corporate Services  
**Author Name:** Management Accountant  
**Disclosure of Interest:** Nil

**REPORT PURPOSE**

To provide Council with a summary of Non Statutory Donations made during the specified period.

**Shire Of Roebourne  
 Non Statutory Donations  
 For The Period Ending 31 October 2010**

	<b>Original Budget \$</b>	<b>Amended Budget \$</b>	<b>Actual \$</b>
Contribution-Dampier	200,000	200,000	
Contribution-Pt Samson	100,000	100,000	
Contribution-Roebourne	100,000	100,000	
Contribution-Wickham	100,000	100,000	
FeNaCLNG Children's activities	0	10,000	
FeNaCLNG Fireworks display	12,000	12,000	
Hampton Harbour Boat & Sailing Club	5,000	5,000	
Juluwarlu Aboriginal Corporation	50,000	50,000	25,000.00
Juluwarlu Aboriginal Corporation-c/fwd 2009/10	18,100	18,100	
Karratha Baptist Church Craft Group-c/fwd 2009/10	16,891	16,891	
Karratha Districts Chamber of Commerce & Industry	2,500	2,500	2,272.73
Karratha Emergency Relief Assoc	3,000	3,000	
Link Inc	5,303	5,303	
Lotteries House Insurance	4,552	4,552	4,175.82
Nor West Jockey Club	8,000	8,000	
Not for Profit Organisations-commence operations	50,000	50,000	
Pilbara Community Legal Services	4,000	4,000	
Roebourne Sobering-Up Shelter	5,500	5,500	
SAFE Karratha	21,530	21,530	
Salvation Army-Red Shield Appeal	3,000	3,000	
St John Ambulance Sub Centre Roebourne	9,000	9,000	3,567.32
St Vincent de Paul - waste collection reimbursement	4,576	4,576	
Wickham Community Association	11,000	11,000	
Yaandina Family Centre	2,000	2,000	
Youthcare West Pilbara	2,000	2,000	
	<b>737,952</b>	<b>747,952</b>	<b>35,015.87</b>

**15.7 BUILDING STATISTICS FOR THE MONTH OF OCTOBER 2010**

**File No:** GR.27

**Responsible Officer:** Manager Building Services

**Author Name:** Divisional Admin Officer

**Disclosure of Interest:** NIL

**REPORT PURPOSE**

To advise Council of the following Building Statistics:

BUILDING LICENCES APPROVED	NO. SOLE OCCUPANCY UNITS	OCTOBER 2009	NO. SOLE OCCUPANCY UNITS	OCTOBER 2010
NEW RESIDENCES		16		17
GROUP DWELLINGS	5	2	18	2
TRANSIENT WORKFORCE ACCOMMODATION	0	1	0	0
COMMERCIAL/ INDUSTRIAL DEVELOPMENTS		10		10
MISCELLANEOUS (INC. ADDITIONS AND OUTBUILDINGS)		26		40
SWIMMING POOLS/SPAS		9		10
<b>TOTAL</b>		<b>64</b>		<b>79</b>
<b>VALUE</b>		<b>\$13,048,291</b>		<b>\$35,210,064</b>

BUILDING LICENCES APPROVED (CUMULATIVE)	NO. SOLE OCCUPANCY UNITS	1 JULY 2009 TO 31 OCT 2009	NO. SOLE OCCUPANCY UNITS	1 JULY 2010 TO 31 OCT 2010
NEW RESIDENCES	0	78		40
GROUP DWELLINGS	7	3	57	4
TRANSIENT WORKFORCE ACCOMMODATION	1914	4	94	1
COMMERCIAL/ INDUSTRIAL DEVELOPMENTS	0	35		21
MISCELLANEOUS (INC. ADDITIONS AND OUTBUILDINGS)	0	152		169
SWIMMING POOLS/SPAS	0	31		42
<b>TOTAL</b>		<b>303</b>		<b>277</b>
<b>VALUE</b>		<b>\$147,648,344</b>		<b>\$81,798,669</b>

**15.8 PLANNING DECISIONS ISSUED - 6 OCTOBER TO 2 NOVEMBER 2010**

**File No:** TA/1/1

**Responsible Officer:** Manager Planning Services

**Author Name:** Planning Assistant

**Disclosure of Interest:** Nil

**REPORT PURPOSE**

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

APPL. #	DECISION	OWNER	APPLICANT	ADDRESS	APPLICATION TYPE	DEVELOPMENT
P2284	APPROVED DELEGATE	LANDCORP	SALEEBA ADAMS ARCHITECTS	LOT 760 [2-6] SHOLL STREET ROEBOURNE	DEVELOPMENT	COMMUNITY PURPOSE FACILITY [YAANDINA YOUTH CENTRE] AND ANCILLARY WORKS
P2296	APPROVED DELEGATE	STATE OF WA	ALLERDING AND ASSOCIATES	LOT 267 ON DEPOSITED PLAN 93179 NICKOL BAY DAMPIER	DEVELOPMENT	TO ESTABLISH TWELVE [12] ALGAE PONDS, A 12M X 32M STORAGE FACILITY ASSOCIATED INFRASTRUCTURE AND ANCILLARY WORKS
P2306	APPROVED DELEGATE	HILARY O'CONNELL	DC PROJECT SERVICES	LOT 2187 UNIT 2 [9] FISHWICK COURT MILLARS WELL	DEVELOPMENT	PATIO ASSOCIATED WITH A GROUPED DWELLING
P2315	APPROVED DELEGATE	WELCOME LOTTERIES HOUSE	TJR BUILDING	LOT 4473 [7] MORSE COURT KARRATHA	DEVELOPMENT	OUTBUILDING ASSOCIATED WITH A COMMUNITY FACILITY
P2317	APPROVED DELEGATE	LANDCORP	SPINIFEX YARD SERVICES	LOT 770 [24] JAGER STREET ROEBOURNE	DEVELOPMENT	WORKSHOP, OFFICE AND ANCILLARY WORKS
P2319	APPROVED DELEGATE	PILBARA IRON CO SERVICES PTY LTD	PILBARA IRON	LOT 780 CARSE STREET WICKHAM	DEVELOPMENT	EXPANSION OF THE EXISTING WICKHAM SPORTING PRECINCT
P2325	APPROVED DELEGATE	MINGULLATHARNDO ASSOCIATION LTD	PORTACOMM BUILDING SYSTEMS PTY LTD	LOT 300 NORTH WEST COASTAL HIGHWAY ROEBOURNE	DEVELOPMENT	WORKSHOP, CLASSROOM AND ARTEFACTS ROOM ASSOCIATED WITH AN INDIGENOUS COMMUNITY
P2335	APPROVED DELEGATE	DARRYL JAMES BURNS	MARTIN BENJAMIN AYLES	LOT 115 [115] WITHNELL WAY BULGARRA	DEVELOPMENT	TWO [2] GROUPED DWELLINGS AND ANCILLARY WORKS
P2336	APPROVED DELEGATE	SCOTT ANDREW SZULC	BRETT FORT	LOT 128 [128] WITHNELL WAY BULGARRA	DEVELOPMENT	TWO [2] GROUPED DWELLINGS AND ANCILLARY WORKS
P2342	APPROVED DELEGATE	PETER KEVIN NEWBOLD	BRIAN NEWBOLD	LOT 355 [26] WINYAMA ROAD BAYNTON	R-CODES VARIATION	SINGLE DWELLING WITH REDUCED SOUTHERN BOUNDARY SETBACK [LOWER LEVEL SETBACK 900MM] AND OVERLOOKING FROM MAJOR OPENINGS [BALCONY] OVER NORTHERN BOUNDARY
P2343	APPROVED DELEGATE	PETER KEVIN NEWBOLD	BRIAN NEWBOLD	LOT 359 [34] WINYAMA ROAD BAYNTON	R-CODES VARIATION	SINGLE DWELLING WITH REDUCED SOUTHERN BOUNDARY SETBACK

						[LOWER LEVEL SETBACK 900MM] AND OVERLOOKING FROM MAJOR OPENINGS [BALCONY] OVER NORTHERN BOUNDARY
P2347	APPROVED DELEGATE	PAUL JOHN HESSON	PAUL JOHN HESSON	LOT 244 [244] HARTOG CRESCENT DAMPIER	R-CODES VARIATION	OUTBUILDING WITH WALL HEIGHT OF 3600MM
P2350	APPROVED DELEGATE	STEPHANIE JO MACEK	JEFF MOIR	LOT 431 [4] NYUMARI STREET BAYNTON	R-CODES VARIATION	SINGLE DWELLING WITH WALL ON BOUNDARY WITH AN AVERAGE WALL HEIGHT OF 3M AND REDUCED FRONT SETBACK [4.5M] WITH INSUFFICIENT AREA OF COMPENSATION
P2351	APPROVED DELEGATE	MT WELCOME PASTORAL CO PTY LTD	ALLROUND PLUMBING SERVICES PTY LTD	NORTH LOCATION 2 WOODBROOK ROAD COOYA POOYA	DEVELOPMENT	UNROOFED ABLUTION BLOCK ASSOCIATED WITH A PLACE OF PUBLIC ASSEMBLY [LORE GROUNDS] AND ANCILLARY WORKS
P2354	WITHDRAWN	KRISTIAN, BEAU, VAUGHAN AND DAYNE CORPS	HORIZON POWER	LOT 388 [35] KOOLINDA PARADE BAYNTON	DEVELOPMENT	SHIPPING CONTAINER ASSOCIATED WITH A SINGLE DWELLING
P2357	APPROVED DELEGATE	RACHEL TERES MARS	RACHEL TERES MARS	LOT 416 [24] CURLEW STREET BAYNTON	R-CODES VARIATION	SINGLE DWELLING WITH REDUCED PRIMARY STREET SETBACK [4800MM] WITH INSUFFICIENT AREA OF COMPENSATION, MINOR
P2359	APPROVED DELEGATE	PETER JAMES GUALTER	PETER JAMES GUALTER	LOT 504 [504] HUNT WAY BULGARRA	R-CODES VARIATION	OUTBUILDING WITH A REDUCED SIDE BOUNDARY SETBACK [400MM] AND OVER HEIGHT WALL [3000MM]
P2360	APPROVED DELEGATE	STATE OF WA	RONSA PTY LTD T/A POINT SAMSON CHARTER CO	LOT 288 HONEYMOON ROAD POINT SAMSON	DEVELOPMENT	STORAGE SHED ASSOCIATED WITH MARINE OPERATIONS [COMMERCIAL CHARTER]

**Note** – Determinations of Subdivision/Amalgamation applications made by the Western Australian Planning Commission

## **15.9 INFORMATION ONLY - INTRODUCTION OF DEVELOPMENT ASSESSMENT PANELS**

<b>File No:</b>	<b>GR.19</b>
<b>Responsible Officer:</b>	<b>Director Development And Regulatory Services</b>
<b>Author Name:</b>	<b>Senior Strategic Planner</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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### **REPORT PURPOSE**

To advise the Council of the function of Development Assessment Panels as proposed by the Government of Western Australia and to highlight some likely implications.

Development Assessment Panels will be mandatory in Western Australia and will be established to determine applications made under local and region planning schemes which are of a class and monetary value identified in new regulations to be made under the Planning and Development Act 2005.

Development Assessment Panels are anticipated to be sitting from June 2011.

### **Objectives**

Development Assessment Panels are intended to assist with strategic planning and to overcome resource and skills shortages within individual councils by grouping resources and allowing Councils to refer decision making power as is necessary to promote effective planning.

### **Development Assessment Panels (DAPs)**

DAPs will service two or more local governments if the Minister believes that the local government organisations do not have the development assessment case load to support an individual local development assessment panel.

In order to determine whether local governments should be serviced by a Local Development Assessment Panel (LDAP) or a Joint Development Assessment Panel (JDAP), the Minister will assess available data regarding population, rate of growth, the number of development applications (within financial bracket ranges) and the number of complex development applications made in the previous financial year. This assessment will apply to both metropolitan and non-metropolitan local governments. The Shire of Roebourne is likely to be covered by a JDAP.

Non metropolitan JDAPs will be based on the WAPC regions, as set out in the Planning and Development Act 2005. Assuming one JDAP is formed per region, there will be nine non-metropolitan JDAPs. The exact formation of the panels will depend on growth rates and the extent to which local governments refer their decision-making powers to the JDAP.

It may be possible to form a JDAP with a local government organisation outside of the region where those administrative centres are in close proximity.

### **Applications to be determined by Joint Development Assessment Panels**

A JDAP will undertake the decision making role for applications made under the local Planning Scheme for consideration of development which is of a category prescribed in the *Planning Development (Development Assessment Panels) Regulations 2010*. It is proposed that the criteria for delegation be based on monetary values and the class of development.

Applications to be determined by each JDAP will be specified in the gazetted Order which creates the JDAP.

Applications for the remaining categories of development will continue to be determined by the relevant local government or the WAPC unless the Council opts to refer the application to the JDAP.

### **Make Up of Joint Development Assessment Panels**

Panels will consist of independent technical experts (specialist members) and local government representatives. Specialist members will be appointed in accordance with specified criteria prescribed in the new regulations. Members will be required to comply with a Code of Conduct and declare any potential conflict of interest. The development assessment panel will make decisions in accordance with the local and state policy frameworks

The panel will consist of:

- 7 members (unless otherwise approved by the Minister)
- A presiding member (a specialist member)
- Up to three elected Council members or Council staff and
- At least three other specialist members

### **Powers of Development Assessment Panels**

- The panels will have the power to determine applications for development approval on behalf of relevant decision making authority
- The power may be referred to the panel by an overriding provision in relevant planning legislation or by delegation from a relevant decision making authority.
- A Minister may call in an application of state significance which will be determined or assessed by the panel on the Minister's behalf.
- Applicants to pay for consideration of a proposal by a DAP whether is a mandatory referral or the Council has opted to refer it.
- The threshold for mandatory referral is proposed at \$7 million dollars across WA with the exception of Perth where it is \$10 million.
- State Government will pay sitting fees to Local Government members and specialist members sitting on the panel.
- State Government will pay a fee to local government members and specialist members for their attendance at mandatory training they are required to complete.

### **Implications of Introducing Development Assessment Panels**

- Limited technical expertise in a region may mean the same experts are regularly called upon to sit on JDAPs and essentially ‘capture’ decision making.
- Removing high level assessment and decision making power from Council staff and elected representatives may have the effect of ‘dumbing down’ local decision making by limiting the ability to develop complex analysis and decision making skills.
- Development Assessment Panels represent a shift away from local government decision making by introducing the influence of technical expertise. The initiative essentially alters the traditional relationship of the expert as an advisor to elected decision makers and installs the expert as the decision maker. This interferes with the checks and balances that underpin democratic decision making at local government level.
- The Council may benefit from the ability to refer complex applications to a JDAP at times when local expertise is not available and when work load exceeds the capacity of the Council.
- Decision making is likely to be more consistent where JDAPs are involved. This will provide certainty to applicants and establish expected and accepted development responses.

### **Possible Action**

- Develop a Council Policy on referral of applications to Development Assessment Panels with the intention of retaining as much decision making power as possible.
- Initiate discussion with state government to determine the shape of any Development Assessment Panel that might apply to the Shire of Roebourne.

### **References**

Department of Planning *‘Building a Better Planning System’* consultation paper - March 2009.

Department of Planning *‘Implementing Development Assessment Panels’* discussion document - September 2010.

WALGA Summary of Submissions to *‘Implementing Development Assessment Panels’* discussion document and outlining proposed changes. 27 May 2010.

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

Nil

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

Nil

**18 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**

18.1 CAPE LAMBERT – CAMP B TRANSIENT WORKFORCE ACCOMMODATION

**19 CLOSURE & DATE OF NEXT MEETING**

Special Council Meeting - 6 December 2010