



## ORDINARY COUNCIL MEETING

# AGENDA

**NOTICE IS HEREBY GIVEN** that an  
Ordinary Meeting of Council will be held  
at the Wickham Community Hall  
on 18 October 2010 at 6.30pm

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**Collene Longmore**  
CHIEF EXECUTIVE OFFICER





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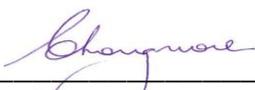
Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee Meeting does so at that persons or legal entity's own risk.

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

### **2 PUBLIC QUESTION TIME**

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

Councillors: Cr Nicole Lockwood [President]  
Cr John Lally [Deputy President]  
Cr Garry Bailey  
Cr Fay Cechner  
Cr Harry Hipworth  
Cr Ben Lewis  
Cr Evette Smeathers  
Cr Sharon Vertigan

Staff: Collene Longmore Chief Executive Officer  
Geof White Project Manager K2020  
Ray McDermott Exec Manager Corporate Services  
David Pentz Director Development & Regulatory Services  
Troy Davis Director Infrastructure Services  
Andrew Ward Director Community and Corporate Services  
Chloe Berkrey Minute Secretary

Apologies: Simon Kot, Director Strategic Projects

Absent:

Leave of Absence: Cr White-Hartig, Cr Pritchard

Members of Public:

Members of Media:

### **4 DECLARATIONS OF INTEREST**

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

5.1 CARE Presentation, Chris Byrnes

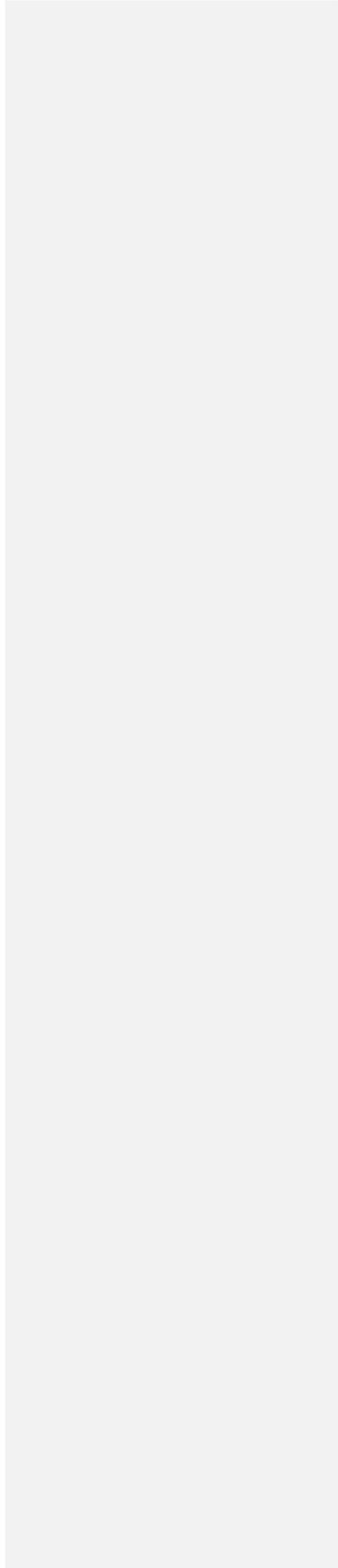
**6 CONFIRMATION OF MINUTES AND BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETINGS RECOMMENDATION**

That the Minutes of the Ordinary Meeting of Council held on 20 September 2010 be confirmed as a true and correct record of proceedings.

**7 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION**

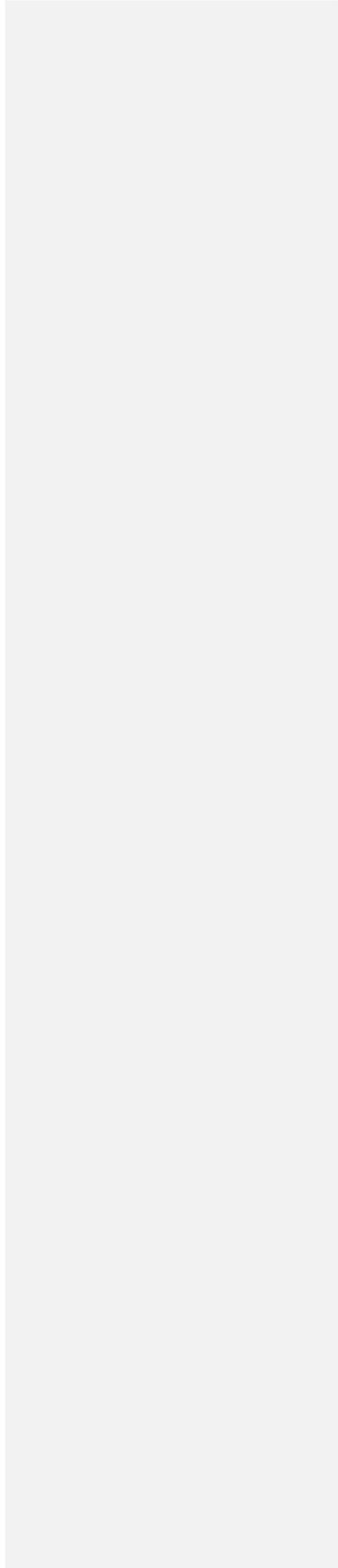
- 01/09/10 Nicole Lockwood morning tea with Hon John Castrilli
- 02/09/10 Nicole Lockwood, Collene Longmore meeting with Rio Tinto
- 03/09/10 Nicole Lockwood, Collene Longmore Dampier Planning Workshop
- 08/09/10 Nicole Lockwood meeting with Denise Penny
- 08/09/10 Nicole Lockwood PRPC dinner
- 09/09/10 Nicole Lockwood meeting with Tambrey Mothers
- 09/09/10 Nicole Lockwood, Collene Longmore meeting with Woodside
- 09/09/10 Nicole Lockwood Audit and Risk Management Workshop
- 09/09/10 Nicole Lockwood, Collene Longmore meeting with Hon Norman Moore
- 14/09/10 Nicole Lockwood meeting with Rose from Pilbara Wildlife Carers Association
- 14/09/10 Nicole Lockwood Millars Well Primary School visit
- 14/09/10 Nicole Lockwood, Collene Longmore Inaugural Meeting of the Karratha City Centre Steering Group as sub-group of the KCN Plan Steering Group
- 14/09/10 Nicole Lockwood Community Garden meeting
- 15/09/10 Nicole Lockwood meeting with Lend Lease CEO
- 16/09/10 Nicole Lockwood Pluto Social Impact Briefing to Council
- 17/09/10 Nicole Lockwood Australian Citizenship Ceremony
- 23/09/10 Nicole Lockwood Taskforce Cleansweep Meeting
- 24/19/10 Nicole Lockwood meeting with Global Care
- 29/09/10 Nicole Lockwood meeting with Dickon Oxenburgh - Michael Leslie Foundation
- 29/09/10 Nicole Lockwood, Collene Longmore meeting with the Chevron Board of Directors
- 30/09/10 Nicole Lockwood, Collene Longmore meeting with Hon Norman Moore, Perth

- 30/09/10 Nicole Lockwood meeting with Landcorp
- 30/09/10 Nicole Lockwood Pilbara Regional Council 'Meet and Greet', Tom Price
- 30/08/10 Collene Longmore meeting with the Brand Agency, Perth
- 30/08/10 Collene Longmore Karratha City of the North meeting - City Centre update for new CEO of the Freemasons Graeme Sherriff, Perth
- 01/09/10 Collene Longmore meeting with Hon John Castrilli
- 02/09/10 Collene Longmore 'Community into Classrooms' session at Tambrey Primary School
- 06/09/10 Collene Longmore meeting with Peter Lonsdale
- 07/09/10 Collene Longmore Roebourne Rejuvenation Project meeting
- 09/09/10 Collene Longmore meeting with Matt Caspari, Aurora Algae
- 09/09/10 Collene Longmore meeting with Regional Development Australia
- 10/09/10 Collene Longmore meeting with Landcorp
- 10/09/10 Collene Longmore meeting with Roebourne Rejuvenation Project meeting
- 14/09/10 Collene Longmore meeting with Pilbara Development Commission
- 15/09/10 Collene Longmore meeting with Danni Nazzari
- 16/09/10 Collene Longmore meeting with Graeme Carty, United Community
- 17/09/10 Collene Longmore CLGF Steering Committee meeting, Perth
- 20/09/10 Collene Longmore CLGF Steering Committee
- 21/09/10 Collene Longmore meeting with Will Carroll
- 27/09/10 Collene Longmore presentation at Resources & Regions Conference Brisbane
- 30/09/10 Collene Longmore Pilbara Regional Council meeting, Shire of Ashburton
- 30/09/10 Collene Longmore Pilbara Local Government Project Group meeting, Shire of Ashburton
- 30/09/10 Collene Longmore Pilbara Regional Collaborative Group meeting, Shire of Ashburton
- 30/09/10 Collene Longmore Pilbara Regional Council 'Meet and Greet', Tom Price



**8 COUNCILLORS' REPORTS**

8.1 Nil



## **9 CHIEF EXECUTIVE OFFICER & EXECUTIVE SERVICES**

### **9.1 CHRISTMAS SHUTDOWN 2010**

**File No:**

**Attachment(s)** Nil

**Responsible Officer:** Manager Human Resources

**Author Name:** Manager Human Resources

**Disclosure of Interest:** Nil

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#### **REPORT PURPOSE**

To present Council with a proposal to close the Shire of Roebourne Administration Offices, Libraries and Depot for general business between the 2010 Christmas and 2011 New Year period.

Employees that are not required to maintain essential services will be requested to take the Christmas/New Year period as leave.

Essential services such as Shire Waste Services including rubbish collection, Aquatic Centres, Airport, Ranger Services and skeleton crew for both maintenance and parks and gardens shall be exempt.

This would require notification to all employees of the situation for the Christmas period.

#### **Background**

For the past 10 years, Council has reviewed annually the provision to shut down the Shire of Roebourne Administration Offices, Libraries and Depot for general business for the period between the 2010 Christmas and 2011 New Year giving eligible employees an opportunity of an extended break over the Christmas period. This is traditionally not a busy time in this area.

During this period, eligible employees may apply to take annual leave, accrued rostered days or accrued time in lieu. If all leave options have been exhausted, then 'leave without pay' shall be granted.

#### **Issues**

##### 2009

Last year Offices were closed for three days from COB on Friday 24 December 2009 reopening Tuesday 4 January 2010, however it has been reported that on the 24 December, Customer Services took approximately three (3) phone enquires for the day and offices were empty due to employees using this day to travel home to family for Christmas.

Staff not required for essential services took three days leave along with three public holidays which gave eligible employees a ten day break covering two weekends. Employees covering essential services were required to work as usual during this period.

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2010

|                               |          |             |
|-------------------------------|----------|-------------|
| Christmas Day                 | Saturday | 25 December |
| Christmas Day Public Holiday  | Monday   | 27 December |
| Boxing Day                    | Sunday   | 26 December |
| Boxing Day Public Holiday     | Tuesday  | 28 December |
| New Year's Day                | Saturday | 01 January  |
| New Year's Day Public Holiday | Monday   | 03 January  |

**Options**

Council has the following options available:

1. That Council Offices and Libraries are closed from COB Thursday 23 December 2010, reopening on Tuesday 4 January 2011 at usual business operating times.  
Employees take four (4) days annual leave, accrued rostered days or accrued time in lieu in the Christmas week to give an eleven (11) day break including two weekends.
2. That Council Offices and Libraries are closed from COB Friday 24 December 2010, reopening on Tuesday 4 January 2011 at usual business operating times.  
Employees take three (3) days annual leave, accrued rostered days or accrued time in lieu in the Christmas week to give a ten (10) day break including two weekends.
3. That Council Offices remain open for business other than on public holidays.

**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**

Over the 10 years the Community have become accustomed to the Shire Offices being closed during the Christmas / New Year period.

Many of the Pilbara companies are reported to be shutting down and releasing their employees on the 21 December 2010 hence changing the fabric of the community.

This period provides an ideal opportunity to grant all eligible employees a substantial break in recognition of their commitment during 12 months of rapid organisational change and growth.

**Voting Requirements**

Simple.

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**RECOMMENDATION**

**That Council Offices and Libraries are closed from COB Thursday 23<sup>rd</sup> December 2010, reopening on Tuesday 4 January 2011 at usual business operating times.**

**Employees take 4 days annual leave, accrued rostered days or accrued time in lieu in the Christmas week to give an 11 day break including two weekends.**

## 9.2 COUNCIL HUMAN RESOURCE POLICIES

**File No:**

**Attachment(s)**                    **COUNCIL HUMAN RESOURCE POLICIES  
Index and Policies CH1 - CH8**

**Responsible Officer:**        **Manager Human Resources**

**Author Name:**                **Manager Human Resources**

**Disclosure of Interest:**      **Nil**

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### REPORT PURPOSE

To present to Council 5 reviewed Human Resource policies and 3 new policies for adoption.

### Background

Council's Human Resource Policies shall:

- Provide a clear direction to all employees that will facilitate an effective and efficient workforce;
- Provide a clear direction for the management of the Shire's human resources and assist managers and employees in achieving a fair and equitable decision making process pertaining to human resource matters;
- Assist Council in meeting requirements of relevant Acts, Legislation and statutory requirements; and
- To set clear conditions of employment guidelines across the Shire's structure for future employees.

The policies have been reviewed and developed through literature review and research. This provided points of relevance from existing policies and updated information through research drawn together to provide a consistent, clear set of policies that are relevant to matters relating to human resources within the Shire of Roebourne.

Council's human resource policies are subject to review on an annual basis to ensure that policies are in keeping with Council's mission, vision and strategic direction and local government requirements.

The review acknowledged that Council's human resources policies were last reviewed in October 2007 (resolution 14223). The review identified some specific areas of inconsistency that required addressing and updating and the opportunity to introduce three new policies that would define Council's requirements

Changes are summarised in the issues below. Position titles have also been changed where applicable to bring them in line with the recent organisational restructure. The Executive Management group and the Consultative Committee have been given an opportunity to review and make appropriate changes to these policies.

The organisations human resources guidelines, principles and other human resources documents are in the process of being formulated into the Shire's HR Operational Policy and Procedure Manual that will provide management and employees with a clear and

concise framework for dealing with all entitlements, benefits and regulations in line with the *Shire of Roebourne Collective Agreement 2009 – 2012* and relevant acts and Regulations.

#### **Issues**

All policies have been presented in a new format which identifies that electronic copies are maintained by the Corporate Compliance Department and that printed policies may not be up to date.

#### **Policy CH1 Defence Reservist Leave**

The policy intent remains unchanged however expanded to clearly identify the provisions of *The Defence Reserve Service (Protection Act 2001) (the Act)* and the Shire's obligations under that Act.

#### **Policy CH2 Equal Opportunity Employment in the Workplace**

The policy intent remains unchanged however rewritten to improve clarity of the requirements under the *Equal Opportunity Act, 1984*. Prescriptive detail of what constitutes harassment has been removed and shall be fully explained in the operational policies and procedures.

#### **Policy CH3 Gratuity for Employees Leaving Council**

This policy was previously titled 'Gifts for Employees Leaving Council'. This policy has been renamed and completely rewritten to document Council's obligations in accordance with s.5.50 of the *Local Government Act 1995 (the Act)* and to document the circumstances and manner in which the Shire will pay an employee who is finishing employment an amount in addition to any amount to which the employee is entitled under Contract of Employment, Enterprise Agreement or Award.

This policy has defined parameters in the Act and includes that the policy shall remain for a period no longer than one year from the date it was adopted by Council. After such time, the Policy shall no longer continue to apply and will become obsolete until replaced.

#### **Policy CH4 Employee Housing (new)**

Policy CH4 was previously number EXE16 in the old Policy Manual and then omitted in the last review in 2007. It therefore should be treated as a new policy in this context.

The Policy clearly articulates Council's housing commitments and financial support for 2010-2011 to eligible employees of the Shire of Roebourne outlining entitlements and conditions for:

1. Part C: Rental Allowance of \$8,454 per annum;
2. Housing Allocations to eligible positions;
3. Housing Allowance \$13,643 per annum; and
4. The Housing Subsidy of \$30,000 for employees owning and living in their own home.

This policy states that Council is aware of the financial implications to the Shire of Roebourne and that the policy shall only remain in place for a period of one year from the date it was adopted by Council.

Detailed explanation and procedures of each entitlement is documented in the Shire's HR Operational Policy and Procedure Manual which shall be presented to Council for noting at the November Council meeting.

**Policy CH5 Staff and Volunteer Services**

Other than formatting, there have been no changes to this policy.

**Policy CH6 Occupational Health and Safety**

The intent of this policy remains unchanged however has been rewritten to reflect the requirements of the *Occupational Safety and Health Act 1984* and the *Occupational Safety and Health Regulations 1996*.

Occupational Health and Safety operation policies and procedures will be documented in the Shire's HR Operational Policy and Procedure Manual.

**Policy CH7 Human Resources (new)**

This policy has been introduced to communicate Council's personnel management principles that underpin the culture of the Shire of Roebourne. It also acknowledges that the Shire's employees are the most valuable resource, as they are the primary means by which the Council's goals and objectives are met.

The policy states that the Shire will manage, improve and develop its staff resources efficiently and effectively, through the continuous development and implementation of co-ordinated procedures, which will be maintained in the Shire of Roebourne's Human Resources Policy and Procedure Manual.

All policies contained within this Manual shall be reviewed and approved by the Chief Executive Officer.

**Policy CH8 Council Vehicle Fleet (new)**

This Policy has been introduced to ensure that Council maintains a suitable fleet of vehicles that contributes to the efficient and effective work performance of the Shire of Roebourne. Council's requirements for acquisition and disposal are noted.

Each category in the Light Vehicle Fleet have a selection of vehicles approved by the Council's Plant Replacement Advisory Group and are listed in the Policy.

Council delegates the Chief Executive Officer to determine vehicle allocations and vehicle use status applicable to employees and/or positions.

The Shire's HR Operational Policy and Procedure Manual shall provide clear guidelines for employees with respect to use of Council fleet vehicles. The Manual shall be presented to Council for noting at the November Council meeting.

**Options**

Council has the following options available:

1. To adopt the Human Resources Policies as attached; or
2. To adopt the Human Resources Policies with identified amendments.

**Policy Implications**

|            |   |
|------------|---|
| Policy CH1 | Defence Reservist Leave                       |
| Policy CH2 | Equal Opportunity Employment in the Workplace |
| Policy CH3 | Gratuity for Employees Leaving Council        |
| Policy CH4 | Employee Housing (new)                        |
| Policy CH5 | Staff and Volunteer Services                  |

Policy CH6 Occupational Health and Safety  
Policy CH7 Human Resources (new)  
Policy CH8 Council Vehicle Fleet (new)

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

The financial implications for these policies have been identified in the 2010-2011 budget.

**Conclusion**

Council's Human Resources policies have been extensively reviewed and amended following feedback from the Executive Management Group and the Shire of Roebourne Consultative Committee. Once adopted, Council's Policies will underpin the rollout of the Shire's Operational Human Resources Policy Manual.

**Voting Requirements**

Simple.

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**RECOMMENDATION**

**That Council adopts the Human Resources Policies CH1 to CH8 as attached.**

**ATTACHMENT 1 – COUNCIL HUMAN RESOURCES POLICIES CH1 TO CH8**

| <b>INDEX Council Human Resources Policies</b> |   |
|---|---|
| <b>HUMAN RESOURCES</b>                        |   |
| CH1   | Defence Reservist Leave                       |
| CH2   | Equal Opportunity Employment in the Workplace |
| CH3   | Gratuity for Employees Leaving Council        |
| CH4   | Employee Housing                              |
| CH5   | Staff and Volunteer Services                  |
| CH6   | Occupational Health and Safety                |
| CH7   | Human Resources                               |
| CH8   | Council Vehicle Fleet                         |

6/10/2010



## Council Policy CH 1

# Defence Reservist Leave

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**Document Control Statement** – The electronic reference copy of this Council policy document is maintained by Council's Corporate Compliance Department. Any printed copy may not be up to date and you are advised to check the electronic copy at [Insert hyperlink](#) to ensure that you have the current version. Alternatively, you may contact Customer Service on (08) 9186 8555.

### OBJECTIVE

The objective of this policy is to:

- Recognise that the Australian Defence Reserves continue to be an important part of our national defence strategy and that support to Defence Reserves is essential to their continued effectiveness.
- Support members of the Defence Reserve Service employed by the Shire of Roebourne to access a reasonable amount of additional leave for that purpose.

### POLICY STATEMENT

This Policy applies to all employees who are Reservists and undertake training and / or military service with the Australian Defence Forces.

This policy has been prepared to conform to the provisions of *The Defence Reserve Service (Protection Act 2001 (the Act))* which provides that:

- "Defence Service" means service in a part of the Reserves and includes training.
- Reserve service may be continuous full-time defence service or other defence service (e.g. short periods of defence reserve service which may include training), and must not prejudicially effect employees' entitlements or other conditions of employment.
- The Act does not invoke any obligation on Local Government to pay the Reservists' remuneration in respect of the civilian employment whilst absent on defence service or to provide make-up pay in circumstances where the Defence Force pay is lower than employees' public sector pay.
- Any entitlements relating to Reserve service (including training) and/or military service contained in industrial awards or agreements will continue to apply, subject to them satisfying the provisions of the Act.
- There is no scope for Local Governments to ask employees to limit the number of training courses per year or to take less reserve service leave as this is in breach of the Act. Section 17 of the Act draws no distinction between essential and non-essential training or service and specifically contemplates a reservist "volunteer(ing)" for service or training.
- There is no discretion under the Act for Local Governments to refuse requests for reserve service or training leave, irrespective of inconvenience to the Local Government or the nonessential nature of the leave. Local Governments are only entitled to verify that the leave request relates to the actual reserve service or training.

The Shire of Roebourne agrees to support members of the Defence Reserve Service employed by the Shire and make payment for Defence Reservist Leave which shall be paid on the basis of the difference between the employee's normal weekly salary (calculated on the same basis as annual leave provisions) and the remuneration received from the Armed Services. Should the amount from the Armed Services be greater than the normal weekly salary, no additional payments will be made by the Shire. Superannuation contributions will be based on the employee's normal weekly salary.



## Council Policy CH 1

# Defence Reservist Leave

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Should an Employee be released for more than 2 weeks per year for Defence service, the Shire of Roebourne shall, in accordance with Commonwealth Government Legislation, apply for the Local Government Support Payment.

### RELATED DOCUMENTS

Shire of Roebourne Collective Agreement 2009  
Shire of Roebourne Operational Policies  
*Defence Reserve Services (Protection) Act 2001*  
Australian Defence Force Reserves Local Government Support Payment (ESP) Scheme  
(Website [www.defence.gov.au/reserves](http://www.defence.gov.au/reserves))

|                                |                            |   |                 |
|--------------------------------|----------------------------|---|-----------------|
| <b>Policy Number:</b>          | <i>Council Policy CH 1</i> | <b>Review History:</b>  |                 |
|                                |                            | <i>10730 – Nov 1997; 12219 - Nov 2000; 12738 - Sept 2002; 13130 – Sep 2003; 13497 - Oct 2004; 14223 - Oct 2007;</i> |                 |
| <b>Previous Policy Number:</b> | <i>DABS4 and EXE 12</i>    | <b>Last Review:</b>   | <i>Oct 2010</i> |
| <b>Version:</b>                | <i>3.1</i>                 | <b>Next Review:</b>   | <i>Oct 2011</i> |
| <b>Responsible Dept:</b>       | <i>Human Resources</i>     |   |                 |



## Council Policy CH 2 Equal Opportunity Employment in the Workplace

**Document Control Statement** – The electronic reference copy of this Council policy document is maintained by Council's Corporate Compliance Department. Any printed copy may not be up to date and you are advised to check the electronic copy at [Insert hyperlink](#) to ensure that you have the current version. Alternatively, you may contact Customer Service on (08) 9186 8555.

### OBJECTIVE

This policy has been developed by the Shire of Roebourne to:

- Ensure that we have a work environment that embodies our core value of respect; and
- Uphold State and Commonwealth laws concerning harassment and discrimination.

### WHAT IS EQUAL EMPLOYMENT OPPORTUNITY?

Equal Employment Opportunity (EEO) is defined as a system of employment practices under which no individuals are excluded from consideration, participation, promotion, or benefits because of their gender, marital status, pregnancy, parental status, age, race, impairment, religion, political belief or activity and their relationship to or association with a person(s) covered by any of these attributes. Basing decision on these characteristics is unfair, illegal and does not comply with Council's corporate values.

### POLICY STATEMENT

The Shire of Roebourne recognises its legal obligations under the *Equal Opportunity Act, 1984* and actively promotes equal employment opportunity based solely on merit to ensure that discrimination does not occur.

Council is committed to providing a positive working environment for all employees and encourages harmonious working relationships between employees. Council will endeavour to ensure that in the application of all Council policies, guidelines and procedures, no discrimination takes place and that all employees and the community enjoy equal access to opportunities within the Shire.

Whilst all employees have a personal responsibility in the practical application of this policy, specific responsibility falls upon management, supervisors and employees professionally involved in recruitment, employee administration and training to prevent discrimination and promote Equal Employment Opportunity within the workplace.

Complaints will be considered seriously and sympathetically and they will be attended to promptly and confidentially. In all cases, the utmost care will be taken to investigate complaints impartially by recognising the rights of all parties.

If an employee is dissatisfied with the outcome of any conciliation attempt, they may take the matter up with the Equal Opportunity Commission of their Union.

### RELATED DOCUMENTS

Shire of Roebourne Collective Agreement 2009  
Shire of Roebourne Operational Policies  
*Equal Opportunity Act, 1984*

|                                |                     |  |          |
|--------------------------------|---------------------|--|----------|
| <b>Policy Number:</b>          | Council Policy CH 2 | <b>Review History:</b><br>4641 – Nov 1989; 6570 – Feb 1994; 12219 - Nov 2000; 12738 - Sept 2002; 13497 - Oct 2004; 14223 - Oct 2007; |          |
| <b>Previous Policy Number:</b> | EABS3 and EXE 13    | <b>Last Review:</b>  | Oct 2010 |
| <b>Version:</b>                | 3.1                 | <b>Next Review:</b>  | Oct 2011 |
| <b>Responsible Dept:</b>       | Human Resources     |  |          |



## Council Policy CH 3 Gratuity for Employees Leaving

**Document Control Statement** – The electronic reference copy of this Council policy document is maintained by Council's Corporate Compliance Department. Any printed copy may not be up to date and you are advised to check the electronic copy at [insert hyperlink](#) to ensure that you have the current version. Alternatively, you may contact Customer Service on (08) 9186 8555.

### OBJECTIVE

The objectives of this policy are to:

- Establish guidelines for the consideration of Gratuity Payments to employees in accordance with s. 5.50 of the *Local Government Act 1995* ("the Act"); and
- Document the circumstances and manner in which the Shire of Roebourne will pay an employee who is finishing employment an amount in addition to any amount to which the employee is entitled under Contract of Employment, enterprise agreement or Award.

### POLICY STATEMENT

#### Eligibility to Gratuity Payments

It is the position of the Shire of Roebourne that when an employee's services are ceasing with the Council for any reason identified below, the employee will be entitled to a gratuity payment as outlined within this policy based on the completed years of service:

- Resignation (not as a result of any performance management or investigation being conducted by the Shire of Roebourne);
- Retirement;
- Redundancy.

The Gratuity Payment identified within this policy does not apply to an employee who has been dismissed by the Shire of Roebourne for any reason other than redundancy.

Ex gratia payments, in recognition of extensive or exemplary service, shall not be made to employees upon termination of their employment with the Shire of Roebourne, whether as a result of retirement, resignation or otherwise.

The Chief Executive Officer is authorised to approve claims in accordance with the limits prescribed by this policy. Funds will be allocated as part of the Shire of Roebourne's budget process and unexpended amounts will be returned to general revenue.

In accordance with Regulation 19A Restrictions on gratuity payments to employees (from 1 January 2010), the monetary value of gratuities paid to employees who are finishing employment with the Local Government shall not exceed \$5,000, or where the person accepts voluntary severance by resigning, the amount of the person's final annual remuneration.

#### Prescribed Amounts for Gratuity Payments

| Number of Years Service                  | Amount of Gratuity  |
|--|---|
| Continuous Service 6 months up to 1 year | Card and contribution to present at staff discretion<br>A Statement of Service  |
| Continuous Service 1 year up to 5 years  | Card and contribution to present at staff discretion<br>Team or Office morning or afternoon tea<br>A Statement of Service |



Council Policy CH 3  
**Gratuity for  
 Employees Leaving**

| Number of Years Service                   | Amount of Gratuity  |
|---|---|
| Continuous Service 5 years up to 10 years | Card and contribution to present at staff discretion<br>Certificate of Appreciation and a gift to the value of \$100 (plus GST) per full year of service or pro rata for part time employees.<br><br>Items to be presented to the employee by the CEO or nominated representative at a function to be determined by the CEO with up to \$100 for catering and drinks.             |
| Continuous Service 10 years and over      | Card and contribution to present at staff discretion<br>Certificate of Appreciation and a gift to the value of \$100 (plus GST) per full year of service or pro rata for part time employees.<br><br>Items to be presented to the employee by the Shire President or nominated representative at a function to be determined by the CEO with up to \$500 for catering and drinks. |
| Maternity Leave                           | Card and contribution to present at staff discretion<br>Team/Office morning/afternoon tea   |

**Determining Service**

For the purpose of this policy, continuous service shall deem to include:

- Any period of absence from duty of annual leave, long service leave, accrued paid bereavement leave, accrued paid personal leave and public holidays.
- Any period of authorised paid absence from duty necessitated by sickness of or injury to the employee but only to the extent of three months in each calendar year but not including leave without pay or parental leave.
- Any period of absence that has been supported by an approved workers compensation claim up to a maximum absence of 1 year.

For the purpose of this policy, continuous service shall not include:

- Any period of unauthorised absence from duty unless the Council determines otherwise.
- Any period of unpaid leave unless the Council determines otherwise.
- Any period of absence from duty on Parental leave unless the Council determines otherwise.

**Financial Liability for Taxation**

The employee accepts full responsibility for any taxation payable on the Gratuity Payment, and agrees to fully indemnify the Shire of Roebourne in relation to any claims or liabilities for taxation in relation to the Gratuity Payment.

**Payments in addition to this Policy**

The Shire of Roebourne agrees not to make any payment in addition to that contained within this policy until the Policy has been amended to reflect the varied amount and caused local public notification to be given in relation to the variation.



## Council Policy CH 3 **Gratuity for Employees Leaving**

### Financial Implications

The Council acknowledges that at the time of this policy's introduction they were fully aware of the financial implications to the Shire of Roebourne and that the financial implications had been investigated based on the current workforce position.

### Length of Policy

This policy shall remain in place for a period no longer than one year from the date it was adopted by Council. After such time, the Policy shall no longer continue to apply and will become obsolete until replaced.

Without affecting the intention of the nominal expiry date contained in this clause, the Shire of Roebourne may, after the expiry date, review the effect and financial implications of the existing policy and make whatever changes are necessary by introducing a new policy.

### Variation to Policy

This policy may be varied or cancelled from time to time at the discretion of the Chief Executive Officer after the endorsement by Council.

The Shire of Roebourne is committed to taking reasonable action to ensure that any variation or cancellation to this policy is notified to all employees prior to the variation taking effect, including (but not limited to) notifying all employees via normal correspondence of the variation including the proposed reasons for such variation. All employees shall be given an opportunity to provide feedback regarding the variation which shall be taken into consideration by Council prior to variation.

### **RELATED DOCUMENTS**

Shire of Roebourne Collective Agreement 2009

Shire of Roebourne Operational Policies

Local Government Act 1995

|                                |                     |                        |   |
|--------------------------------|---------------------|------------------------|---|
| <b>Policy Number:</b>          | Council Policy CH 3 | <b>Review History:</b> | 12220 - Nov 2000; 12738 - Sept 2002; 13130 - Sept 2003; 13497 - Oct 2004; 14223 - Oct 2007; |
| <b>Previous Policy Number:</b> | GABS1 and EXE 14    | <b>Last Review:</b>    | Oct 2010  |
| <b>Version:</b>                | 3.1                 | <b>Next Review:</b>    | Oct 2011  |
| <b>Responsible Dept:</b>       | Human Resources     |                        |   |



## Council Policy CH 4 Employee Housing

**Document Control Statement** – The electronic reference copy of this Council policy document is maintained by Council's Corporate Compliance Department. Any printed copy may not be up to date and you are advised to check the electronic copy at [insert hyperlink](#) to ensure that you have the current version. Alternatively, you may contact Customer Service on (08) 9186 8555.

### OBJECTIVES

The Shire's Mission states that Council is committed to providing strong leadership to effectively deliver infrastructure, facilities and services that meet the needs and aspirations of our communities and of our local economy.

Access to quality housing in remote locations such as Karratha where local availability is scarce and rental costs extreme, housing is an important means of achieving the organisations goals. Council therefore sees as a necessity that it must attract and maintain committed professional staff in order to deliver its outcomes.

### POLICY

Employee housing shall be based on the following principles:

- The requirements of the *Residential Tenancies Act 1987* are met;
- Council shall acquire and maintain housing stock in accordance with its Housing Strategy;
- All housing allocations are approved and managed by the CEO;
- Full time and permanent part time employees not eligible for housing shall be paid a Rental Allowance in accordance with clause 24.3 *Shire of Roebourne Collective Agreement 2009*.
- Housing is allocated to designated positions within the workforce and shall be determined predominately on a hierarchical basis or positions that have traditionally been difficult to attract interest;
- In exceptional circumstances the CEO may take into account personal requirements of the employee and/or the significance of the position for the ongoing operations of the organisation;
- Where an employee is entitled to a Council house but has alternate housing arrangements, Council will pay an annual Housing Allowance as outlined below in Item 3.
- Where an employee is entitled to a Council house but has purchased and living in their own home, Council will recognise such initiative by paying an annual Housing Subsidy as outlined below in Item 4.
- Where an employee was originally offered with the advertised position a Council house however had alternate housing arrangements, Council will endeavour to provide housing for that employee if their circumstances change.
- All employees shall sign a Residential Tenancy Agreement at the commencement of any rental arrangement.
- Four (4) weeks rent in advance is payable and there after fortnightly;
- The employee is responsible for all utility costs.

### Housing Inspection

Six (6) monthly inspections of Council housing, including yards shall be conducted by a person authorised by the CEO. The second inspection shall coincide with the yearly inspection of all Council dwellings to determine the budget allocation for the housing maintenance program.



## Council Policy CH 4 Employee Housing

### Housing Subsidy for 2010 - 2011

In accordance with the *Shire of Roebourne Collective Agreement 2009* and/or this Policy, the following shall apply;

| Item | Type   | Amount 2010 - 2011   |
|------|--|--|
| 1    | Part C: Rental Allowance                         | \$8,454 per annum paid fortnightly to employees not covered by the Staff Housing Policy.<br><small>Shire of Roebourne Collective Agreement 2009</small>  |
| 2    | House allocated to position and accepted         | House allocated in accordance with the Staff Housing Policy.   |
| 3    | Housing Allowance                                | \$13,634 per annum paid fortnightly to employees entitled to a Council house however other arrangements in place.  |
| 4    | Housing Subsidy allocated to eligible employees. | \$30,000 per annum paid in accordance with the Housing Policy to employees entitled to a Council house that have purchased and living in their own home. |

### Increase Calculations

- Items 1 shall be calculated in accordance with Clause 17.4 of the Shire of Roebourne Collective Agreement 2009;
- Items 3 and 4 shall increase from the first full pay period in July each year by 50% of the previous March CPI or 2%, whichever is the lowest, rounded to the nearest whole dollar.

### Financial Liability for Taxation

All allowances are taxable. The employee accepts full responsibility for any taxation payable and agrees to fully indemnify the Shire of Roebourne in relation to any claims or liabilities for taxation in relation to any Allowances.

### Financial Implications

The Council acknowledges that at the time of this policy's introduction they were fully aware of the financial implications to the Shire of Roebourne and that the financial implications had been investigated based on the current workforce position.

### Length of Policy

This policy shall remain in place for a period of one year from the date it was adopted by Council. After such time, the Policy shall no longer continue to apply and will become obsolete. Without affecting the intention of the nominal expiry date contained in this clause, the Shire of Roebourne may, after the expiry date, review the effect and financial implications of the existing policy and make whatever changes are necessary by introducing a new policy. This shall exclude any allowance set in the *Shire of Roebourne Collective Agreement 2009*.



## Council Policy CH 4 Employee Housing

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### Variation to Policy

This policy may be varied or cancelled from time to time at the discretion of the Chief Executive Officer after the endorsement by Council.

The Shire of Roebourne is committed to taking reasonable action to ensure that any variation or cancellation to this policy is notified to all employees prior to the variation taking effect, including (but not limited to) notifying all employees via normal correspondence of the variation including the proposed reasons for such variation. All employees shall be given an opportunity to provide feedback regarding the variation which shall be taken into consideration by Council prior to variation.

### **RELATED DOCUMENTS**

Shire of Roebourne Collective Agreement 2009  
Human Resources Housing Policy  
SOR Council Housing Strategy  
SOR Residential Tenancy Agreement

|                                |                            |   |                 |
|--------------------------------|----------------------------|---|-----------------|
| <b>Policy Number:</b>          | <i>Council Policy CH 4</i> | <b>Review History:</b><br>9912 - Nov 1996; 12738 - Sept 2002; 13130 - Sept 2003;<br>13555 - Dec 2004; 14223 - Oct 2007; |                 |
| <b>Previous Policy Number:</b> | <i>SABS4 and EXE 16</i>    | <b>Last Review:</b>   | <i>Oct 2010</i> |
| <b>Version:</b>                | <i>3.1</i>                 | <b>Next Review:</b>   | <i>Oct 2011</i> |
| <b>Responsible Dept:</b>       | <i>Human Resources</i>     |   |                 |



## Council Policy CH 5

# Staff and Volunteer Services

**Document Control Statement** – The electronic reference copy of this Council policy document is maintained by Council's Corporate Compliance Department. Any printed copy may not be up to date and you are advised to check the electronic copy at [\(insert hyperlink\)](#) to ensure that you have the current version. Alternatively, you may contact Customer Service on (08) 9186 8555.

### OBJECTIVE

To recognise the importance of volunteer services and provide assistance to staff need to fulfil their obligation as a volunteer.

### POLICY STATEMENT

It is recognised that the St John Ambulance and Fire and Rescue Emergency Service Authority are of huge importance to each and every community and it is vital to have the "person power" to call upon when in the case of an emergency.

In the event of an accident or emergency occurring during normal work hours an employee who is registered as a volunteer to either of the above mentioned organisations and is requested to be in attendance will be released from duties, if possible only with the permission of the relevant supervisor.

The payment of wages will be made at ordinary time (as if the employee was at work) and overtime would not be considered if the accident or emergency's duration extended to after work hours or on the weekends.

It would be expected that the employee would obtain documentation from the relevant service as proof of attendance to the accident or emergency, in which case payment of wages would continue, should this not be forthcoming within three working days of the absence the hours spent away from the employees work place will be deducted from the employees pay.

Permission for attendance at longer term incidents will be at the discretion of the relevant Director, however annual leave should be utilised in these circumstances.

### RELATED DOCUMENTS

Shire of Roebourne Collective Agreement 2009  
Shire of Roebourne Operational Policies

|                                |                     |                        |   |
|--------------------------------|---------------------|------------------------|---|
| <b>Policy Number:</b>          | Council Policy CH 5 | <b>Review History:</b> | 11289 - Sep 1998; 12738 - Sept 2002; 13130 - Sept 2003;<br>13555 - Dec 2004; 14223 - Oct 2007; Oct 2010 |
| <b>Previous Policy Number:</b> | SABS9 and EXE 17    | <b>Last Review:</b>    | Oct 2010  |
| <b>Version:</b>                | 3.2                 | <b>Next Review:</b>    | Oct 2011  |
| <b>Responsible Dept:</b>       | Human Resources     |                        |   |



## Council Policy CH 6 Occupational Health and Safety

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### OBJECTIVE

The Shire of Roebourne will provide, so far as reasonably practicable, a safe and healthy working environment for all its employees, contractors, customers and visitors.

This commitment further extends to all employees and managers to have a responsibility to work safely, to take all reasonable care for their own health and safety, and to consider the health and safety of other people who may be affected by their actions.

### POLICY STATEMENT

The Shire of Roebourne achieves these objectives by;

- Providing and maintaining a safe workplace, comprising of safe plant, equipment and safe systems of work;
- The provision of appropriate information, training and supervision for all employees, contractors and customers;
- Complying with all relevant legislation, regulations, standards and guidance notes and where practicable applying responsible standards where laws do not exist;
- Implementing suitable risk management strategies which identify, promote and continuously improve health and safety performance;
- Actively responding to and investigating all incidents, and ensuring timely effective Injury Management of employees; and
- Engaging contractors and suppliers who adopt the same values, and work with those to meet the company's health and safety expectations.

The Shire of Roebourne will implement and maintain these systems, inclusive of supporting standards, policies and procedures. These processes will be monitored regularly to ensure their integrity and effectiveness.

### RELATED DOCUMENTS

Occupational Safety and Health Act 1984  
Occupational Safety and Health Regulations 1996  
Shire of Roebourne Collective Agreement 2009  
Shire of Roebourne Occupational Health & Safety Plan

|                                |                      |                        |  |
|--------------------------------|----------------------|------------------------|--|
| <b>Policy Number:</b>          | Council Policy CH 6  | <b>Review History:</b> | 13385 - June 2004; 13497 - Oct 2004; 14223 - Oct 2007; |
| <b>Previous Policy Number:</b> | EXE 34 & CS02 & CS04 | <b>Last Review:</b>    | Oct 2010   |
| <b>Version:</b>                | 3.1                  | <b>Next Review:</b>    | Oct 2011   |
| <b>Responsible Dept:</b>       | Human Resources      |                        |  |



## Council Policy CH 7 Human Resources

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### OBJECTIVE

The objective of this policy is to communicate the personnel management principles that underpin the Shires culture which respects the dignity and worth of individuals, encourages the initiative of each employee, challenges individual capabilities and provides equal opportunity.

### POLICY STATEMENT

The Employees of the Shire of Roebourne are the most valuable resource as they are the primary means by which the Council's goals and objectives are met.

The Shire of Roebourne will manage, improve and develop its staff resources efficiently and effectively, through the continuous development and implementation of co-ordinated procedures, which will be maintained in the Shire of Roebourne Human Resources Procedures Manual.

The Human Resources Procedures Manual is based on the following personnel management principles:

- All employees will receive fair, consistent and equitable treatment in all aspects of personnel management;
- Employees are entitled to know the Council's objectives and standards for their particular area of responsibility, and to know what is expected of them;
- Recruitment, selection and promotion will be merit based. Merit means that the best qualified person, in terms of the skills, qualifications, and relevant experience necessary for the position, is chosen;
- All employees will have access to fair and consistent redress for grievances;
- Employees will be utilised effectively and efficiently;
- Appropriate training and development opportunities will be available to all employees to ensure that work is useful and stimulating;
- All individual personnel matters will be kept confidential;
- All employees will be provided with safe and healthy working conditions;
- All employees will receive fair terms and conditions of employment based on the relevant award and Council's Enterprise Bargaining Agreement;
- All employees will be encouraged to contribute to the work organisation and participate in decision making; and
- All necessary steps will be taken to ensure that Council staff maintains proper standards of integrity, conduct and concern for the public interest.

The Human Resources Procedures Manual will be reviewed annually to the satisfaction of the Chief Executive Officer.

### RELATED DOCUMENTS

Shire of Roebourne Collective Agreement 2009  
Shire of Roebourne Operational Policies

|                                |                     |                        |          |
|--------------------------------|---------------------|------------------------|----------|
| <b>Policy Number:</b>          | Council Policy CH 7 | <b>Review History:</b> |          |
| <b>Previous Policy Number:</b> | NEW                 | <b>Last Review:</b>    | Oct 2010 |
| <b>Version:</b>                | 1.1                 | <b>Next Review:</b>    | Oct 2011 |
| <b>Responsible Dept:</b>       | Human Resources     |                        |          |



## Council Policy CH 8 Council Vehicle Fleet

**Document Control Statement** – The electronic reference copy of this Council policy document is maintained by Council's Corporate Compliance Department. Any printed copy may not be up to date and you are advised to check the electronic copy at [\[insert hyperlink\]](#) to ensure that you have the current version. Alternatively, you may contact Customer Service on (08) 9186 8555.

### OBJECTIVE

The objective of this policy is to ensure that Council maintains a suitable fleet of vehicles that contributes positively and effectively to the work performance of the Shire of Roebourne.

### POLICY STATEMENT

The Chief Executive Officer will determine vehicle allocations and vehicle use status applicable to employees and/or positions taking into consideration industry and market trends and whole of life costing.

In determining vehicle allocations and vehicle use a flexible approach to the changeover of Council's vehicle fleet will be observed with due consideration being given to the make and model of vehicles and the kilometres travelled, to ensure the most cost effective outcome for Council at any given time.

### ACQUISITION AND DISPOSAL

When acquiring and disposing of light vehicles, the Shire of Roebourne shall apply a structured test based on the four key sustainability principles:

**Economic Criteria** Whole of life costs shall be estimated from best available data and highest preference shall be given to the vehicle with the lowest optimised whole of life cost.

**Functional Criteria** Highest preference shall be given to the vehicle that best fits the functional requirements of the position for which the vehicle is being acquired.

**Social Criteria** Highest preference shall be given to vehicles that confirm a responsible, accountable image compatible with the Shire's values.

**Environmental** a recognition of the CO<sub>2</sub> emissions allocated to the vehicle

The annual budget provides allocations for each category of vehicle within the light vehicle fleet that is consistent with and complimentary to the needs of the organisation and officers.

### CATEGORIES OF VEHICLES

Each category in the Light Vehicle Fleet have a selection of vehicles approved by the Council's Plant Replacement Advisory Group and are listed as follows:

#### Category One – CEO \$60,000

Honda Accord V6 Luxury Sedan Auto  
Subaru Liberty Sports Premium Wagon Auto  
Holden Caprice Sedan Auto

#### Category Two – Directors/Exec Managers \$50,000

Toyota Landcruiser Prado GX Diesel Auto  
Subaru Forrester XS Manual SUV Wagon (included at CEO request)  
Subaru Liberty Exigma Auto Wagon  
Toyota Aurion Prodigy Sedan Auto  
Holden Berlina VE Sedan Auto



## Council Policy CH 8 Council Vehicle Fleet

### Category Three – Managers \$30,000

Subaru Forrester XS Manual SUV Wagon  
 RAV 4 CV 4x4 manual  
 Subaru Liberty Sedan Auto  
 Suzuki Grand Vitara JT 4x4 Wagon Manual Diesel  
 Toyota Camry Ateva auto Sedan

### Category Four – Coordinators with limited private use \$30,000

Suzuki Swift 5D Hatch Auto  
 Toyota Corolla Ascent 5D Hatch Auto  
 Holden Cruze CDX Sedan Auto

### Category Five – Operational / Managers and Coordinators within Category 3 vehicle privileges and Operational staff (as per Budget).

An Operational Policy titled 'Vehicle Allocations and Use' shall be followed at all times when determining vehicle allocations and vehicle use status for Shire of Roebourne employees. The Executive Management Team is responsible to ensure compliance with this policy.

#### **CLASSIFICATION OF USE**

Unrestricted private use: Officers may use the vehicle for unrestricted Council business and private use within the State of Western Australia. The Officer must be in the vehicle should the vehicle use be outside the Shire boundary.

Restricted private use: Officers granted vehicles in this class are limited to operation within the confines of the Shire of Roebourne geographic municipality boundary. Vehicles cannot be driven outside the Shire boundary without the prior written authorisation of the responsible Director/CEO. Completion of 'Application Personal Use of a Council Vehicle' form is required. Should approval be granted, the officer is responsible to pay for all fuel costs.

Commuter use only Council vehicles for commuter use only may be used for transport to and from home/work only, by the most direct route. Any variations are to be agreed by the relevant Director.

#### **RELATED DOCUMENTS**

Vehicle Allocation and Use (Operational Policy)  
 Vehicle Usage Guidelines  
 Shire of Roebourne Collective Agreement 2009 - 2012

|                                |                     |                        |          |
|--------------------------------|---------------------|------------------------|----------|
| <b>Policy Number:</b>          | Council Policy CH 8 | <b>Review History:</b> |          |
| <b>Previous Policy Number:</b> | New                 | <b>Last Review:</b>    | Oct 2010 |
| <b>Version:</b>                | 1:1                 | <b>Next Review:</b>    | Oct 2011 |
| <b>Responsible Dept:</b>       | Human Resources     |                        |          |



## **10 CORPORATE SERVICES**

### **10.1 LIST OF ACCOUNTS OCTOBER 2010**

|                                |   |
|--------------------------------|---|
| <b>File No:</b>                | <b>OCT10</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 73080 - 73220, EFT7834 – EFT8193, Trust Cheques 18 – 23 inclusive, Direct Debits 12385.1, 12385.2, 12388.1, 12390.1, 12402.1, 12495.1 & 12497.1 and payroll cheques, totalling \$8,605,641.11 submitted and checked with vouchers, be accepted.**

Ordinary Council Meeting – Agenda

| Chq/EFT | Date       | Name                                   | Description  | Amount       |
|---------|------------|--|--|--------------|
| 18      | 23/09/2010 | BUACA                                  | Bond Refund - Hire of Kevin Richards Memorial Oval   | 250.00       |
| 19      | 23/09/2010 | Bernd Kruse                            | Bond Refund - Performance Guarantee PA1751D - Lot 349 Smokebush Dr   | 5,096.04     |
| 20      | 23/09/2010 | Lena Kathleen Cedar                    | Bond Refund - Hire of Millars Well Pavilion  | 500.00       |
| 21      | 23/09/2010 | Seanna Dempsey                         | Bond Refund - Hire Of Roebourne Multiuse Sports Courts   | 150.00       |
| 22      | 23/09/2010 | Karratha Enduro & Motocross Club Inc   | Refund Of Bond - Hire Of Dampier Pavilion Kiosk 05/09/2010   | 250.00       |
| 23      | 23/09/2010 | Sierras Netball Club                   | Bond Refund - Catrall Park   | 250.00       |
| EFT7834 | 01/09/2010 | G Whyte                                | Reimbursement of Expenses - August 2010  | 918.99       |
| EFT7835 | 02/09/2010 | T Davis                                | Utilities Allowance - Water  | 10.15        |
| EFT7836 | 02/09/2010 | P McClure                              | PIA State Conference 9-10 September 2010   | 114.75       |
| EFT7837 | 02/09/2010 | L Manser                               | Emergency Management Cats & Rangers WA Conference 14-17 September 2010   | 365.45       |
| EFT7838 | 02/09/2010 | A Moulton                              | Waste & Recycle Conference 2010 14-17 September  | 434.60       |
| EFT7839 | 02/09/2010 | P O'Dea                                | Dog & Cat Management /Control 6-9 September 2010   | 688.80       |
| EFT7840 | 02/09/2010 | D Ball                                 | Emergency Management Cats & Rangers WA Conference 14-17 Sept 2010  | 365.45       |
| EFT7841 | 02/09/2010 | P Bennett                              | AIBS 2010 WA Conference 19-20 August 2010  | 220.55       |
| EFT7842 | 02/09/2010 | L Cover                                | Parks & Leisure Aust Annual Conference 12-12 Sept 2010   | 132.20       |
| EFT7843 | 02/09/2010 | I Chapman                              | AIBS 2010 WA Conference 19-20 August 2010  | 220.55       |
| EFT7844 | 02/09/2010 | D Pentz                                | Various Meetings 29-30 August 2010   | 108.65       |
| EFT7845 | 03/09/2010 | Dept Of Housing & Works                | Payroll Deductions   | 250.00       |
| EFT7846 | 03/09/2010 | Dept Of Housing & Works                | Payroll Deductions   | 760.00       |
| EFT7847 | 03/09/2010 | Dept Of Housing & Works                | Payroll Deductions   | 564.60       |
| EFT7848 | 08/09/2010 | Australian Taxation Office             | Payroll Deductions   | 147,342.58   |
| EFT7849 | 08/09/2010 | Child Support Agency                   | Payroll Deductions   | 657.98       |
| EFT7850 | 03/09/2010 | F Cechner                              | Balance of Sitting Fee   | 7,800.00     |
| EFT7851 | 03/09/2010 | D Hipworth                             | Balance of Sitting Fee   | 7,800.00     |
| EFT7852 | 03/09/2010 | J Lally                                | Balance of Deputy President Allowance  | 19,050.00    |
| EFT7853 | 03/09/2010 | N Lockwood                             | Balance of Presidents Allowance  | 58,050.00    |
| EFT7854 | 03/09/2010 | E Smeathers                            | Balance of Sitting Fee   | 7,800.00     |
| EFT7855 | 03/09/2010 | F White-Hartig                         | Balance of Sitting Fee   | 7,800.00     |
| EFT7856 | 03/09/2010 | J Pritchard                            | Balance of Sitting Fee   | 7,800.00     |
| EFT7857 | 03/09/2010 | S Vertigan                             | Balance of Sitting Fee   | 7,800.00     |
| EFT7858 | 07/09/2010 | Clark Settlements                      | Purchase of Lots 323, 325, 326, 327, 349, 350, 351 Stage 2 and Lot 452 Stage 4B Baynton West   | 1,388,479.67 |
| EFT7859 | 07/09/2010 | British American Tobacco Australia Ltd | TTI Cigarettes   | 2,061.52     |
| EFT7860 | 07/09/2010 | Bullivants                             | Lanotec Citrus Cleaner and Degreaser   | 21.18        |
| EFT7861 | 07/09/2010 | Chemsearch Australia                   | Penetrating Agent  | 419.82       |
| EFT7862 | 07/09/2010 | C.Y. O'Connor College Of TAFE          | Employee Training - Advanced Prosecutions  | 1,340.00     |
| EFT7863 | 07/09/2010 | Corporate Express Australia Limited    | TTI Kiosk Stock, Stationery  | 3,907.17     |
| EFT7864 | 07/09/2010 | C-Direct P/L Prepaid                   | TTI Kiosk Stock  | 1,900.00     |
| EFT7865 | 07/09/2010 | Chemring Australia                     | Karratha Airport - Birdrite cartridges   | 2,277.00     |
| EFT7866 | 07/09/2010 | Drake Australia Pty Ltd                | TTI & Admin Office Casual Staff  | 10,139.65    |
| EFT7867 | 07/09/2010 | Davis Langdon Australia Pty Ltd        | Shire Housing - Project Management Consultancy Services, Bulgarra Community Centre & Baynton West Family Centre Variations, Admin Office Expansion Project | 53,874.91    |
| EFT7868 | 07/09/2010 | T Davis                                | Reimbursement of Telephone Line Connection   | 299.00       |
| EFT7869 | 07/09/2010 | Esplanade Hotel Fremantle              | Employee Accommodation   | 1,170.00     |

Ordinary Council Meeting – Agenda

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|---------|------------|---|---|------------|
| EFT7870 | 07/09/2010 | GHD Pty Ltd                                 | Depot Upgrade Feasibility Study, Airport Terminal Expansion Progress Claim        | 41,442.50  |
| EFT7871 | 07/09/2010 | S Giltrow                                   | Reimbursement Study Expenses  | 180.00     |
| EFT7872 | 07/09/2010 | Harvey World Travel                         | Employee Flights  | 4,181.04   |
| EFT7873 | 07/09/2010 | Independent Valuers Of Western Australia    | Valuation Service Fee   | 3,300.00   |
| EFT7874 | 07/09/2010 | Karratha & Districts Chamber Of Commerce    | Annual Community Sponsorship - Business Excellence Awards 2010                    | 2,500.00   |
| EFT7875 | 07/09/2010 | Karratha Newsagency                         | TTI Kiosk Stock   | 2,170.76   |
| EFT7876 | 07/09/2010 | Karratha International Hotel                | Cossack Art Awards Winners' Accommodation   | 288.00     |
| EFT7877 | 07/09/2010 | Karratha District Junior Soccer Association | KEC 30th Birthday Community Day - Groceries & Operation of Sausage Sizzle         | 500.00     |
| EFT7878 | 07/09/2010 | Karratha City Real Estate                   | 5B Bergin Way Water Consumption   | 99.45      |
| EFT7879 | 07/09/2010 | Karratha Tavern                             | TTI Kiosk Stock   | 18,253.50  |
| EFT7880 | 07/09/2010 | Les Mills Aerobics Australia                | KEC Bodypump - August 2010  | 539.11     |
| EFT7881 | 07/09/2010 | Jacquie Lymbery                             | 15 Gecko Circle Water Consumption   | 106.35     |
| EFT7882 | 07/09/2010 | Mercure Hotel - Perth                       | Employee Accommodation  | 1,056.00   |
| EFT7883 | 07/09/2010 | Market Creations Pty Ltd                    | Marketing Consultancy Services & Design Of Logo, Website Update                   | 2,651.00   |
| EFT7884 | 07/09/2010 | New Wave Caterers                           | Catering  | 266.00     |
| EFT7885 | 07/09/2010 | North West Realty                           | 19 Leonard Way Water Consumption  | 344.80     |
| EFT7886 | 07/09/2010 | Water2Water                                 | KEC Monthly Water Cooler Rental   | 53.50      |
| EFT7887 | 07/09/2010 | Pilbara Real Estate                         | 19 Finch St Water Usage   | 166.20     |
| EFT7888 | 07/09/2010 | Parry's Merchants                           | TTI Kiosk Stock   | 14,939.25  |
| EFT7889 | 07/09/2010 | Perth Irrigation Centre                     | 2 Way Splitter, Solenoid Valve, Pressure Gauge                                    | 646.00     |
| EFT7890 | 07/09/2010 | Ray White Real Estate                       | Shire Housing Water Usage   | 856.80     |
| EFT7891 | 07/09/2010 | Roebourne Visitor Centre                    | July/August 2010 Contribution Funds   | 34,515.40  |
| EFT7892 | 07/09/2010 | Signswest, Stick With Us Sign Studio        | Karratha Airport - Coreflute BMR Information Signage, Update Council Honour Board | 643.50     |
| EFT7893 | 07/09/2010 | Shell Company Of Australia                  | Fuel  | 8,258.53   |
| EFT7894 | 07/09/2010 | SAI Global Ltd                              | Subscription - Online BCA REN 18/9/2010 TO 17/9/2011                              | 1,931.50   |
| EFT7895 | 07/09/2010 | E Smeathers                                 | Cossack Art Sales - Resolute  | 522.00     |
| EFT7896 | 07/09/2010 | Stihl Shop Redcliffe                        | Oil, Brushcutter  | 141.85     |
| EFT7897 | 07/09/2010 | Technical Irrigation Imports                | Program Controller, Fuse  | 1,468.81   |
| EFT7898 | 07/09/2010 | Town Link Couriers                          | Cossack Art Awards - Freight Return Of Art Work                                   | 55.00      |
| EFT7899 | 07/09/2010 | Travelworld Karratha                        | Employee & Potential Employee Flights   | 3,917.00   |
| EFT7900 | 07/09/2010 | TNT Express                                 | Freight   | 2,272.49   |
| EFT7901 | 07/09/2010 | Truck Centre (WA) Pty Ltd                   | Reservoir, Rocker Switch  | 146.59     |
| EFT7902 | 07/09/2010 | The Retic Shop                              | Geardrive, Valve, Poly Rise, Priming Fluid  | 9,283.79   |
| EFT7903 | 07/09/2010 | C Watts                                     | Reimburse Telstra Connection  | 360.20     |
| EFT7904 | 07/09/2010 | Worksense Safety & Workwear                 | Corporate Clothing  | 1,051.82   |
| EFT7905 | 07/09/2010 | Atom Supply                                 | Yellow Out Of Service Tags  | 155.93     |
| EFT7906 | 07/09/2010 | Airport Lighting Specialists Pty Ltd        | Karratha Airport - Airfield Lighting PAL Lamps                                    | 2,476.44   |
| EFT7907 | 07/09/2010 | Protector Alsaf                             | Safety Clothing   | 644.75     |
| EFT7908 | 07/09/2010 | Australian Civils Pty Ltd                   | Johns Creek Boat Ramp - Replace Two Damaged Fenders                               | 1,243.00   |
| EFT7909 | 07/09/2010 | Lisa Ammon (Tangibility)                    | Supply 1000 Sunscreen Sachets & Balloons  | 3,263.30   |
| EFT7910 | 07/09/2010 | AVP Commercial Pools                        | KAC Upgrade - Progress Claim No. 1  | 220,656.15 |
| EFT7911 | 07/09/2010 | BOC Limited                                 | FeNaCING Festival - Hire Helium Tank, Industrial Air                              | 926.50     |
| EFT7912 | 07/09/2010 | Bunzl Ltd                                   | Toilet Tissue, Soap, Hand Towels, Plastic Cups                                    | 2,963.30   |

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|---------|------------|---|---|------------|
| EFT7913 | 07/09/2010 | BC Lock & Key                                 | Key Cutting   | 66.00      |
| EFT7914 | 07/09/2010 | Wickham Service Station                       | Fuel  | 1,180.63   |
| EFT7915 | 08/09/2010 | Chandler Macleod                              | Waste Management Labour Hire  | 14,760.66  |
| EFT7916 | 08/09/2010 | Davis Langdon Australia Pty Ltd               | Bulgarra Community Centre - Cost Planning Services  | 6,077.50   |
| EFT7917 | 08/09/2010 | GHD Pty Ltd                                   | Bulgarra Oval Traffic Management Study - Progress Claim No. 2                               | 6,011.50   |
| EFT7918 | 08/09/2010 | Karratha & Districts Chamber Of Commerce      | Sponsorship Of Business After Hours 28th July, 2010   | 1,000.00   |
| EFT7919 | 08/09/2010 | BP Roebourne                                  | Fuel  | 383.67     |
| EFT7920 | 08/09/2010 | CJD Equipment                                 | Sealing Ring, Scraper   | 104.32     |
| EFT7921 | 08/09/2010 | Centurion Transport Co Pty Ltd                | Freight   | 1,862.68   |
| EFT7922 | 08/09/2010 | Coates Hire Operations                        | NAIDOC Festival Day Generator Hire, Forklift & Digger Hire                                  | 2,054.26   |
| EFT7923 | 08/09/2010 | Coca-Cola Amatil (Holdings) Ltd               | TTI Kiosk Stock   | 10,388.69  |
| EFT7924 | 08/09/2010 | Coventrys                                     | Grease Gun, Ear Muffs, Globes, Safety Goggles, Battery                                      | 1,139.16   |
| EFT7925 | 08/09/2010 | Cable Logic                                   | Depot Workshop - Conduit & Cable Upgrade For Plant Co-ordinator's Office                    | 28,159.21  |
| EFT7926 | 08/09/2010 | Concrete Logistics                            | Concrete for Modular Chlorination Unit Installation at Bulgarra WWTP1 and Gap Ridge WWTP2   | 4,660.48   |
| EFT7927 | 08/09/2010 | Eyeline Australia Pty Ltd                     | KAC Kiosk - Swimming Goggles  | 847.00     |
| EFT7928 | 08/09/2010 | Farinosi and Sons (Rtl) Pty Ltd               | Tape Measures, Pallet - Concrete Cut-off Discs  | 750.72     |
| EFT7929 | 08/09/2010 | Chubb Fire Safety Ltd                         | Karratha Airport Hydrant System Testing   | 3,230.70   |
| EFT7930 | 08/09/2010 | Fire And Emergency Services Authority         | ESLB 1st Quarter 2010/11 Contribution   | 317,638.21 |
| EFT7931 | 08/09/2010 | Firey Productions                             | Film Shoot - Helicopter Aerials 1/2 Day   | 880.00     |
| EFT7932 | 08/09/2010 | Gemini Medical Centre - Karratha              | Employee Vaccinations   | 353.10     |
| EFT7933 | 08/09/2010 | Gaye Nayton Historical Archaeologist          | Cossack - Post Cyclonic Damage Assessment - Artefact Analysis & Report                      | 3,025.00   |
| EFT7934 | 08/09/2010 | Home Hardware                                 | Karratha Airport - General Hardware, Cossack Pipe & Fittings                                | 363.24     |
| EFT7935 | 08/09/2010 | Hydramet                                      | Bulgarra & Gap Ridge WWTP - Installation Modular Chlorination Units                         | 92,950.00  |
| EFT7936 | 08/09/2010 | Hitachi Construction Machinery                | Coolant Test Kit  | 14.22      |
| EFT7937 | 08/09/2010 | Handy Hands Pty Ltd                           | Parks & Garden Maintenance  | 5,956.50   |
| EFT7938 | 08/09/2010 | Hotel Grand Chancellor Launceston             | Employee Accommodation  | 850.00     |
| EFT7939 | 08/09/2010 | Impay Pty Ltd (Karratha Motors)               | Shire Vehicle Removal   | 610.00     |
| EFT7940 | 08/09/2010 | J.P. Durie Pool Contracting                   | KAC - Cleaning Block  | 330.00     |
| EFT7941 | 08/09/2010 | Karratha Comlec                               | TTI - Supply & Install Communications   | 5,731.00   |
| EFT7942 | 08/09/2010 | Kott Gunning                                  | Legal Fees - KELP, Project Management, Recreation Joint Use Agreement, KAC Tender Documents | 2,621.54   |
| EFT7943 | 08/09/2010 | Kaz Adair Furniture                           | 12 Dodd Crt Furniture   | 8,674.60   |
| EFT7944 | 08/09/2010 | Karratha Electrical & Instrumentation Pty Ltd | Bulgarra & Gap Ridge WWTP1 - Electrical Connection of Chlorination Unit                     | 8,360.00   |
| EFT7945 | 08/09/2010 | Lyons & Peirce                                | Hearsons Cove - Pump Out Toilets  | 825.50     |
| EFT7946 | 08/09/2010 | Loscam Limited                                | TTI Pallet Hire   | 16.08      |
| EFT7947 | 08/09/2010 | Landgate                                      | GRV & Mining Tenements Chargeable 10/07-06/08/2010  | 636.23     |
| EFT7948 | 08/09/2010 | C Longmore                                    | Various Meetings 23-30/08/2010 Perth  | 382.25     |
| EFT7949 | 08/09/2010 | LGIS Insurance Broking                        | Adjustment To 2009/10 Motor Vehicle Premium   | 12,193.72  |

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|---------|------------|---|--|------------|
| EFT7950 | 08/09/2010 | Media Monitors Australia Pty Ltd                | Media Monitoring 01/08 to 31/08/2010   | 710.83     |
| EFT7951 | 08/09/2010 | I Miller  | Reimbursement for Healthy Dog Day Refreshments   | 189.88     |
| EFT7952 | 08/09/2010 | Northwest Copier & Fax Services                 | KEC MFD Photocopier Reading 01/03/2010   | 1,216.92   |
| EFT7953 | 08/09/2010 | North West Tree Services                        | Removal Of 4 Trees & Under Pruning   | 12,424.50  |
| EFT7954 | 08/09/2010 | Ngarluma Aboriginal Corporation                 | Recording Of Registered Aboriginal Site ID8797 & Cultural Significance   | 13,752.18  |
| EFT7955 | 08/09/2010 | Nickol Bay Jewellers                            | Employee Gift Voucher  | 100.00     |
| EFT7956 | 08/09/2010 | Orica Australia Pty Ltd                         | Bulgarra 7 Gap Ridge WWP - 920kg Chlorine Gas x 2  | 4,252.60   |
| EFT7957 | 08/09/2010 | OPUS International Consultants Ltd              | Interior Redesign of 5 Kwong Close   | 8,496.41   |
| EFT7958 | 08/09/2010 | Pilbara Distributors                            | Council Stock - Pure Water   | 114.00     |
| EFT7959 | 08/09/2010 | Pilbara Motor Group                             | Lens 87285   | 15.93      |
| EFT7960 | 08/09/2010 | Pilbara Tafe                                    | Walkington Theatre & Karratha Library Contribution July 2010, Out Of School Care Entertainment   | 77,593.02  |
| EFT7961 | 08/09/2010 | Pilbara Newspapers Pty Ltd (Pilbara Echo)       | Cossack Art Award Catalogues x 1500, Business Cards, Advertisements  | 5,567.32   |
| EFT7962 | 08/09/2010 | Porter Consulting Engineers                     | Catrrall Park - Design of Car Park , Drainage and Lighting   | 7,205.00   |
| EFT7963 | 08/09/2010 | Roebourne Dingo Hire                            | Clean Up & Disposal Of Illegal Litter, Fence Repairs   | 5,170.00   |
| EFT7964 | 08/09/2010 | Amcap (Formerly Skipper Truck Parts)            | Fuel Cap   | 71.01      |
| EFT7965 | 08/09/2010 | DTF - Shared Services ( State Law Publisher)    | Publication Of Amendment 16 In Government Gazette No. 148  | 63.50      |
| EFT7966 | 08/09/2010 | Stott & Hoare                                   | Virtual Server   | 660.00     |
| EFT7967 | 08/09/2010 | Seek Limited                                    | Position Vacant Ad - City Of The North Project Manager   | 214.50     |
| EFT7968 | 08/09/2010 | Sage Consulting Engineers Pty Ltd               | Catrrall Park - Review of Electrical Design of 3E for Landscape and Car Park   | 4,928.00   |
| EFT7969 | 08/09/2010 | S Subramoney                                    | Reimbursement of Cost of Petrol  | 80.68      |
| EFT7970 | 08/09/2010 | Think Security                                  | Wickham Library - Callout & Service Security System  | 564.30     |
| EFT7971 | 08/09/2010 | T-quip  | Oil Filter   | 15.55      |
| EFT7972 | 08/09/2010 | State Library of WA (Office of Shared Services) | Wickham Library Recoveries Of Lost & Damaged Books   | 57.20      |
| EFT7973 | 08/09/2010 | TrafficLogix                                    | RapidPlan Software License Renewal Fee To 29/09/2011   | 1,237.51   |
| EFT7974 | 08/09/2010 | Tennant Australia                               | Nozzle-Side Skid Shoe, Brush, Air Filter   | 1,723.43   |
| EFT7975 | 08/09/2010 | Vibra Industrial Filtration Australasia         | Cleaning of Air Filter Primary 6I-0273   | 689.15     |
| EFT7976 | 08/09/2010 | Wickham Newsagency                              | Magazines and Newspapers   | 16.90      |
| EFT7977 | 08/09/2010 | Woolworths (WA) Ltd                             | KEC & TTI Kiosk Stock  | 1,346.82   |
| EFT7978 | 08/09/2010 | Wormald Australia Pty Ltd                       | Fire Alarm System Inspections  | 389.82     |
| EFT7979 | 08/09/2010 | Welcome Lotteries House                         | Welcome Lotteries House - Annual Community Sponsorship   | 4,552.02   |
| EFT7980 | 08/09/2010 | West-Sure Group                                 | TTI - Cash In Transit Service July 2010  | 2,722.50   |
| EFT7981 | 08/09/2010 | D Woods   | Cossack Art Awards Telephone Usage Reimbursement   | 382.30     |
| EFT7982 | 08/09/2010 | Waterboyz Pool Maintenance                      | 12 Dodd Court - Pool Maintenance x 2 August 2010   | 222.56     |
| EFT7983 | 08/09/2010 | Beverley White                                  | Catering   | 3,270.00   |
| EFT7984 | 08/09/2010 | Webset Security                                 | Airport Terminal Security Services 09/08/2010 - 22/08/2010   | 13,263.80  |
| EFT7985 | 08/09/2010 | Workpac Pty Ltd                                 | Waste Management Labour Hire   | 4,352.52   |
| EFT7986 | 08/09/2010 | Zipform Pty Ltd                                 | Printing Of Trust & Municipal Bank Account Cheques   | 2,306.70   |
| EFT7987 | 08/09/2010 | Karratha Contracting Pty Ltd                    | Roebourne Covered Courts Revamp Lighting, Airport Earthworks & Water Connections, Replace A/C 5 Kwong Place, Country Club Toilet Demolition, Pegs Creek Pavilion Pipe Repair, Bulgarra Oval Electrical Check, Asbestos Removal, Building Maintenance | 102,032.45 |

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|---------|------------|--|---|------------|
| EFT7988 | 10/09/2010 | Centro Karratha                        | Site Booking For Community Workshop Registration Day  | 402.50     |
| EFT7989 | 10/09/2010 | Reliance Petroleum                     | Fuel  | 41,623.43  |
| EFT7990 | 10/09/2010 | Woolworths (WA) Ltd                    | Cossack Kiosk Stock   | 546.54     |
| EFT7991 | 16/09/2010 | British American Tobacco Australia Ltd | TTI Cigarettes  | 2,064.57   |
| EFT7992 | 16/09/2010 | Drake Australia Pty Ltd                | TTI Casual Staff  | 5,573.84   |
| EFT7993 | 16/09/2010 | Philip Morris Limited                  | TTI Cigarettes  | 1,412.00   |
| EFT7994 | 16/09/2010 | Peter Watton                           | Purchase of Furniture   | 1,661.00   |
| EFT7995 | 16/09/2010 | Romteck Pty Ltd                        | Karratha Airport - Supply of Fire Alarm Monitoring Equipment  | 1,817.20   |
| EFT7996 | 16/09/2010 | Woolworths (WA) Ltd                    | RAC, Cossack & TTI Kiosk Stock  | 1,525.89   |
| EFT7997 | 17/09/2010 | Dept Of Housing & Works                | Payroll Deductions  | 250.00     |
| EFT7998 | 17/09/2010 | Dept Of Housing & Works                | Payroll Deductions  | 760.00     |
| EFT7999 | 17/09/2010 | Dept Of Housing & Works                | Payroll Deductions  | 564.60     |
| EFT8000 | 22/09/2010 | Australian Taxation Office             | Payroll Deductions  | 139,078.62 |
| EFT8001 | 22/09/2010 | Child Support Agency                   | Payroll Deductions  | 657.98     |
| EFT8002 | 17/09/2010 | B Moxham                               | Housing Overpayment   | 478.03     |
| EFT8003 | 17/09/2010 | Karratha First National Real Estate    | Shire Housing Rental Payment  | 24,301.66  |
| EFT8004 | 17/09/2010 | Karratha City Real Estate              | Shire Housing Rental Payment  | 5,214.29   |
| EFT8005 | 17/09/2010 | Jacquie Lymbery                        | Shire Housing Rental Payment  | 7,691.42   |
| EFT8006 | 17/09/2010 | North West Realty                      | Shire Housing Rental Payment  | 24,507.15  |
| EFT8007 | 17/09/2010 | Pilbara Real Estate                    | Shire Housing Rental Payment  | 16,946.43  |
| EFT8008 | 17/09/2010 | Ray White Real Estate                  | Shire Housing Rental Payment  | 40,832.72  |
| EFT8009 | 17/09/2010 | LJ Hooker Karratha                     | Shire Housing Rental Payment  | 5,200.00   |
| EFT8010 | 20/09/2010 | Australian Taxation Office             | June & August 2010 GST  | 171,025.00 |
| EFT8011 | 20/09/2010 | Cabcharge Australia Pty Ltd            | Cabcharge Vouchers - August 2010  | 1,399.53   |
| EFT8012 | 21/09/2010 | Allied Pickfords-Karratha              | Employee Relocation Expenses  | 5,254.70   |
| EFT8013 | 21/09/2010 | Barmah Hats                            | Canvas Drover Hats  | 412.50     |
| EFT8014 | 21/09/2010 | Baker's Temptation                     | TTI Kiosk Stock   | 1,864.75   |
| EFT8015 | 21/09/2010 | British American Tobacco Australia Ltd | TTI Cigarettes  | 2,828.61   |
| EFT8016 | 21/09/2010 | Chefmaster Australia                   | Garbage Bags  | 1,169.35   |
| EFT8017 | 21/09/2010 | Community Arts Network (WA) Ltd        | Delivery of 2 Day Course - How's & Why's of Projects, Grants & Partnerships   | 3,850.00   |
| EFT8018 | 21/09/2010 | Corporate Express Australia Limited    | KAC - UPS Tower, Broom Handles, Stationery, TTI Kiosk Stock   | 1,593.74   |
| EFT8019 | 21/09/2010 | Carr Civil Contracting Pty Ltd         | Point Sampson Information Bay - Provision Of Machinery & Labour   | 358,310.82 |
| EFT8020 | 21/09/2010 | Chandler Macleod                       | Waste Management Labour Hire  | 32,084.80  |
| EFT8021 | 21/09/2010 | James Cutfield T/As Signature Music    | Dampier Twilight Tunes Concerts   | 1,677.50   |
| EFT8022 | 21/09/2010 | Department of Transport                | Dampier Boat Ramp - Advertisement Notification Faulty Navigational Equipment  | 237.07     |
| EFT8023 | 21/09/2010 | Westralia Airports Corporation Pty Ltd | ASIC Production x 10  | 500.00     |
| EFT8024 | 21/09/2010 | Forte Airport Management               | Karratha Airport - Carpark Project Management, Stage 3 BMR Roof, Western Helicopter Apron Project Management, Security Upgrade Proposal | 43,859.29  |
| EFT8025 | 21/09/2010 | Freemasons WA                          | Basset Road Units Water Consumption   | 1,997.20   |
| EFT8026 | 21/09/2010 | GHD Pty Ltd                            | Drainage Study - Progress Fee Claim - 90% Complete  | 5,500.00   |
| EFT8027 | 21/09/2010 | Garrards Pty Ltd                       | Velpar  | 300.00     |
| EFT8028 | 21/09/2010 | Harvey World Travel                    | Employee Flights  | 1,093.00   |

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|---------|------------|---|--|-----------|
| EFT8029 | 21/09/2010 | ITVision                                | SynergySoft Annual Licensing Fee - To 30/06/2011, Consultation Day Development Services 24/08/10 | 88,050.41 |
| EFT8030 | 21/09/2010 | Juluwarlu Group Aboriginal Corporation  | Annual Community Sponsorship 2010/2011   | 27,500.00 |
| EFT8031 | 21/09/2010 | Karratha Florist                        | Flowers For August 2010  | 225.00    |
| EFT8032 | 21/09/2010 | Karratha Newsagency                     | TTI Kiosk Stock  | 5,082.82  |
| EFT8033 | 21/09/2010 | Karratha Alternative Carriers           | Bulgarru & Gap Ridge WWT - Chlorine Bottles x 2  | 445.50    |
| EFT8034 | 21/09/2010 | Karratha Tavern                         | TTI Alcohol  | 11,607.60 |
| EFT8035 | 21/09/2010 | LRW'S Electrical                        | Air Filters  | 263.14    |
| EFT8036 | 21/09/2010 | Caltex Energy WA (Link Energy Pty Ltd)  | Fuel   | 24,417.94 |
| EFT8037 | 21/09/2010 | Midalia Steel                           | Angle Iron & Sheet   | 71.17     |
| EFT8038 | 21/09/2010 | Market Creations Pty Ltd                | Shire - Design Of Logo Concepts  | 1,859.00  |
| EFT8039 | 21/09/2010 | McLernons Supply & Demand - Welshpool   | Orion Range - Executive 4 Door Hutch   | 2,186.40  |
| EFT8040 | 21/09/2010 | Norwest Sand & Gravel Pty Ltd           | Hire of 2 Semi Tipper To Cart Gravel   | 27,522.00 |
| EFT8041 | 21/09/2010 | Poolmart Karratha                       | 8 Knight Place Pool Maintenance  | 539.90    |
| EFT8042 | 21/09/2010 | Pilbara Iron Company (Services) Pty Ltd | Dampier Exeloo/Lions Park & Pavilion Water Usage   | 3,215.66  |
| EFT8043 | 21/09/2010 | Prime Health Group Limited              | Employee Vaccinations  | 281.00    |
| EFT8044 | 21/09/2010 | Shell Company Of Australia              | Fuel   | 10,811.20 |
| EFT8045 | 21/09/2010 | SAI Global Ltd                          | Australian Standards AS 4902 2000 - Internet Download  | 77.83     |
| EFT8046 | 21/09/2010 | Sealanes                                | Cossack Kiosk Stock  | 197.04    |
| EFT8047 | 21/09/2010 | The Retic Shop                          | Bermad FC Globe  | 643.85    |
| EFT8048 | 21/09/2010 | Worksense Safety & Workwear             | Corporate Clothing   | 62.93     |
| EFT8049 | 21/09/2010 | Atom Supply                             | Fuel Treatment, Airport Hardware, Bolts  | 4,023.50  |
| EFT8050 | 21/09/2010 | Computelec Pty Ltd                      | VMWARE Virtual Infrastructure Windows  | 2,343.19  |
| EFT8051 | 21/09/2010 | Protector Alsafe                        | Safety Clothing  | 2,642.89  |
| EFT8052 | 21/09/2010 | A & P Transport                         | Freight  | 150.00    |
| EFT8053 | 21/09/2010 | Attorney-General's Department           | Karratha Airport - AusChecks For August 2010   | 2,025.00  |
| EFT8054 | 21/09/2010 | Assetic Australia Pty Ltd               | Assetic Premium Annual Support - July 2010 To July 2011  | 8,250.00  |
| EFT8055 | 21/09/2010 | Ausco Building Systems Pty Ltd          | KTA Airport - Hire Of Lunchroom  | 902.88    |
| EFT8056 | 21/09/2010 | Artcraft Pty Ltd                        | Various Street Signs   | 910.25    |
| EFT8057 | 21/09/2010 | Aflex Technology (NZ) Ltd               | KAC - Western Pool Inflatable  | 13,602.60 |
| EFT8058 | 21/09/2010 | Avdata Australia                        | Karratha Airport - Avdata Data Transcription to 30/08/2010                                       | 2,922.05  |
| EFT8059 | 21/09/2010 | Astron Engineering                      | Indoor Cricket Facility Project Management   | 2,376.00  |
| EFT8060 | 21/09/2010 | BOC Limited                             | Cossack Accommodation - 2 x 45kg Gas   | 360.00    |
| EFT8061 | 21/09/2010 | BP Roebourne                            | Fuel   | 480.61    |
| EFT8062 | 21/09/2010 | BC Lock & Key                           | Key Cutting, Repair Lock   | 145.20    |
| EFT8063 | 21/09/2010 | Wickham Service Station                 | Fuel   | 340.81    |
| EFT8064 | 21/09/2010 | P Bommer                                | Reimbursement of Subway Catering   | 70.00     |
| EFT8065 | 21/09/2010 | BCH Engineering Consultants Pty Ltd     | KAC - Enclosure Fence Drawings   | 6,094.00  |
| EFT8066 | 21/09/2010 | BT Equipment Pty Ltd                    | Scraper, Belt, Oil Filter  | 2,671.76  |
| EFT8067 | 21/09/2010 | Budget Rent A Car                       | LOGO Relief Hire Car   | 1,144.00  |
| EFT8068 | 21/09/2010 | Busy Bees Cleaning                      | Vacate Clean - 944B Harding Way  | 550.00    |
| EFT8069 | 21/09/2010 | Corporate Express Australia Limited     | TTI Kiosk Stock, Stationery  | 395.94    |
| EFT8070 | 21/09/2010 | Transpacific                            | Domestic, Wickham Library, Airport Refuse Services   | 26,885.13 |

Ordinary Council Meeting – Agenda

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|         |            | Cleanaway                               |  |           |
| EFT8071 | 21/09/2010 | Drake Australia Pty Ltd                 | TTI Casual Staff   | 4,576.80  |
| EFT8072 | 21/09/2010 | C Fox                                   | 47 Clarkson Way Water Consumption  | 84.24     |
| EFT8073 | 21/09/2010 | Karratha International Hotel            | Contractor Accommodation   | 612.00    |
| EFT8074 | 21/09/2010 | Karratha Tavern                         | TTI Alcohol  | 7,354.80  |
| EFT8075 | 21/09/2010 | LRW'S Electrical                        | Air Filter   | 125.03    |
| EFT8076 | 21/09/2010 | WALGA (Marketforce)                     | Association, Procurement, Tax Service & Local Law Subs For Financial Year 2010-2011, Local Government Advice | 26,496.21 |
| EFT8077 | 21/09/2010 | New Wave Caterers                       | Catering   | 424.00    |
| EFT8078 | 21/09/2010 | B Pezzali                               | 11a Teesdale Place Water Consumption   | 3.70      |
| EFT8079 | 21/09/2010 | Pilbara Iron Company (Services) Pty Ltd | Hampton Oval & Lions Park Electricity Charges  | 308.32    |
| EFT8080 | 21/09/2010 | Parry's Merchants                       | TTI Kiosk Stock  | 15,282.65 |
| EFT8081 | 21/09/2010 | Pilbara Patios                          | Point Samson Information Bay Signage -80% Progress Payment   | 20,752.00 |
| EFT8082 | 21/09/2010 | Ray White Real Estate                   | Water Usage 4 Flannelbush Turn Nickol  | 225.20    |
| EFT8083 | 21/09/2010 | TNT Express                             | Freight  | 1,201.85  |
| EFT8084 | 21/09/2010 | The Retic Shop                          | Pop Up Sprinklers into Stock   | 960.00    |
| EFT8085 | 21/09/2010 | Ronald Back                             | Modifications - Long Term Financial Plan 2010-2020   | 5,021.50  |
| EFT8086 | 21/09/2010 | The Butcher Shop                        | Urban Art Project - Spray Paint Assorted Colours   | 3,370.88  |
| EFT8087 | 21/09/2010 | CJD Equipment                           | Platform, Lock Nut, Flange Screw, Washer, Filters  | 1,777.19  |
| EFT8088 | 21/09/2010 | Centurion Transport Co Pty Ltd          | Freight  | 1,469.65  |
| EFT8089 | 21/09/2010 | Coates Hire Operations                  | Plant, Meeting Room, Portaloo, Traffic Barrier Hire  | 11,093.47 |
| EFT8090 | 21/09/2010 | Coca-Cola (Holdings) Ltd Amatil         | TTI Kiosk Stock  | 7,079.97  |
| EFT8091 | 21/09/2010 | Coventrys                               | Mudguard, Spark Plug, Jerry Can, V Belt  | 450.78    |
| EFT8092 | 21/09/2010 | Chemform                                | Toilet Blocks  | 270.44    |
| EFT8093 | 21/09/2010 | Comgroup Australia Pty Ltd              | Rental Two Way Radio System - 01/07/2010 - 31/12/2010  | 2,730.86  |
| EFT8094 | 21/09/2010 | Cable Logic                             | Data Point Installation For Development Services Plotter   | 2,111.23  |
| EFT8095 | 21/09/2010 | Centaman Systems                        | Employee Training  | 3,960.00  |
| EFT8096 | 21/09/2010 | Chamber Of Commerce & Industry WA       | Annual Membership Subscription   | 6,400.15  |
| EFT8097 | 21/09/2010 | Cutting Edges Equipment Parts           | Grader Blade, Plow Bolt  | 2,631.02  |
| EFT8098 | 21/09/2010 | Coda Studio Pty Ltd                     | Baynton West Family Centre & Bulgarra Community Centre Documentation, Cabinet Submission                     | 72,719.02 |
| EFT8099 | 21/09/2010 | Dy-Mark (Aust) Pty Ltd                  | Black Line Marking Paint   | 234.16    |
| EFT8100 | 21/09/2010 | Department Of Corrective Services       | Litter Clean Up 16/07/10 - 31/08/10  | 2,244.00  |
| EFT8101 | 21/09/2010 | Discovery Sailing Adventures            | Dampier Primary School Year 7 - Coordinated Sail Activity  | 900.00    |
| EFT8102 | 21/09/2010 | Daily Living Products                   | RAC - Pool Chair   | 1,595.00  |
| EFT8103 | 21/09/2010 | E & MJ Roshier Pty Ltd                  | Axle, Caster Wheel, Tyre, Bearing, Bolt, Washer, Bar Blade   | 1,217.10  |
| EFT8104 | 21/09/2010 | Farinosi and Sons (Rtl) Pty Ltd         | Cossack - Pressure Cleaner   | 1,500.00  |
| EFT8105 | 21/09/2010 | Chubb Fire Safety Ltd                   | Karratha Airport Maintenance Fire Hydrant System   | 538.45    |
| EFT8106 | 21/09/2010 | Fuel Fix Pty Ltd                        | Calibration Of 3 Diesel Fuel Bowsers Outlets   | 605.00    |
| EFT8107 | 21/09/2010 | Frogs Gelato                            | TTI Repairs To Coffee Machine  | 828.52    |
| EFT8108 | 21/09/2010 | Grace Removals Group                    | Employee Relocation Expenses   | 3,679.53  |
| EFT8109 | 21/09/2010 | GE Surveys                              | Survey Work - Karratha Airport   | 2,673.00  |
| EFT8110 | 21/09/2010 | Garden Hogs                             | 8 McRae Court & 5b Leonard Way - Clean Up Gardens & Reinstall Retic  | 8,514.00  |
| EFT8111 | 21/09/2010 | GMR Supplies                            | RAC - Freestanding Water Bubbler   | 1,117.28  |

Ordinary Council Meeting – Agenda

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| EFT8112 | 21/09/2010 | Home Hardware   | Rejuvenating Oil, Sanding Block, Airside Maintenance, Filters, Garden Hoses, Fittings              | 756.23       |
| EFT8113 | 21/09/2010 | Hydramet  | KAC - Information Signs  | 475.20       |
| EFT8114 | 21/09/2010 | Hitachi Construction Machinery                          | Filters  | 1,400.02     |
| EFT8115 | 21/09/2010 | Haines Norton (WA) Pty Ltd                              | Preparation of Finance Section Review Up To 31/07/10   | 17,523.00    |
| EFT8116 | 21/09/2010 | Hisco   | Single Doona Cover x 11  | 918.85       |
| EFT8117 | 21/09/2010 | Ian Lush & Associates                                   | Bulgarra Community Centre - BCA Advice & Compliance Audits/Assessments                             | 1,320.00     |
| EFT8118 | 21/09/2010 | ISIS Group Australia                                    | Karratha Airport -Checked Baggage Handling System  | 1,143,148.60 |
| EFT8119 | 21/09/2010 | Karratha Smash Repairs                                  | Replace Canopy Window, Windscreens, Transport Mower, Windscreen Repairs                            | 2,020.19     |
| EFT8120 | 21/09/2010 | Keyspot Services  | Cossack Art Awards - Engrave Plaque  | 40.00        |
| EFT8121 | 21/09/2010 | Karratha Cad Centre                                     | Baynton West Family Centre - Digital Copying   | 460.08       |
| EFT8122 | 21/09/2010 | Karratha Comlec   | Call Out & Services Support Nortel Phone System  | 198.00       |
| EFT8123 | 21/09/2010 | Kott Gunning  | Bulgarra Community Centre - Legal Advice On Design & Construction Contract, Consultancy Briefs     | 4,971.56     |
| EFT8124 | 21/09/2010 | Loscam Limited  | TTI Pallet Hire  | 16.08        |
| EFT8125 | 21/09/2010 | LJ Hooker Karratha                                      | 13 Nickol Road Water Consumption   | 26.40        |
| EFT8126 | 21/09/2010 | Macdonald Johnston Engineering                          | Channel Brush, Jet Fan   | 437.71       |
| EFT8127 | 21/09/2010 | LGIS Insurance Broking                                  | Insurance For Hired 972G Front End Loader  | 110.23       |
| EFT8128 | 21/09/2010 | Major Motors Pty Ltd                                    | Brake Coupling   | 161.27       |
| EFT8129 | 21/09/2010 | Morrison's Public Address & Prof. Audio                 | KAC - Megaphone  | 235.00       |
| EFT8130 | 21/09/2010 | Malcolm Thompson Pumps                                  | KAC - Inline Grundfos Pump Package   | 1,411.19     |
| EFT8131 | 21/09/2010 | Magnetic Automation Pty Ltd                             | Karratha Airport - Guide Roller 40mm   | 77.00        |
| EFT8132 | 21/09/2010 | Mcnaally Newton Landscape Architects                    | Karratha Parks - Playground Permanent Play Structures  | 7,859.50     |
| EFT8133 | 21/09/2010 | Mcintosh & Son  | Blower Assembly, Hex Bolt, Blade Shear, Nut Washer   | 1,081.93     |
| EFT8134 | 21/09/2010 | MSA Family Trust  | Contract Building Maintenance Manager  | 8,316.00     |
| EFT8135 | 21/09/2010 | Pilbara News  | Advertisements - Community Update, KEC Birthday, Road Closure                                      | 3,082.60     |
| EFT8136 | 21/09/2010 | Northwest Copier & Fax Services                         | Canon iPF755 Plotter   | 9,674.00     |
| EFT8137 | 21/09/2010 | North West Tree Services                                | Trim 5 Gums Near Power Lines   | 3,916.55     |
| EFT8138 | 21/09/2010 | Nickol Bay Jewellers                                    | 3 x Recognition Of Service Gift Vouchers   | 500.00       |
| EFT8139 | 21/09/2010 | NS Projects   | Bulgarra Community Facility - Project Management Services - August 2010                            | 3,300.00     |
| EFT8140 | 21/09/2010 | National Trust Of Australia (WA)                        | Jaburara Heritage Trail - Management & Implementation Plan   | 14,300.00    |
| EFT8141 | 21/09/2010 | Orica Australia Pty Ltd                                 | RAC & KAC Chlorine Gas 70kg  | 2,387.78     |
| EFT8142 | 21/09/2010 | Fulton Hogan Industries Pty Ltd (Pioneer Road Services) | Depot - Asphalt Bagged 22Kg, Drums Emulsion  | 6,679.20     |
| EFT8143 | 21/09/2010 | Pirtek  | Hose Assemblies, Air Compressor, Fuel Hose, Fuel Meter, Tube, Grease Line Fitting                  | 3,123.96     |
| EFT8144 | 21/09/2010 | Pilbara Motor Group                                     | Supply & Fit Kangaroo Bar, Filters, Drag Link  | 2,617.98     |
| EFT8145 | 21/09/2010 | The Paper Company Of Australia Pty Ltd                  | Reams Paper  | 1,795.20     |
| EFT8146 | 21/09/2010 | Picton Press  | Tax Invoice Books  | 1,534.50     |
| EFT8147 | 21/09/2010 | Pilbara Tafe  | Karratha Library & Walkington Theatre Contribution - August 2010, Movie Tickets, Employee Training | 59,097.61    |
| EFT8148 | 21/09/2010 | Pilbara Copy Service                                    | Karratha Airport - Photo Copier Charges August 2010  | 95.13        |
| EFT8149 | 21/09/2010 | Pilbara Newspapers Pty Ltd (Pilbara Echo)               | Printing - SOR Golf Scorecards, Business Cards, Cyclone Clean Up Advertisement                     | 2,098.80     |

Ordinary Council Meeting – Agenda

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|---------|------------|--|---|------------|
| EFT8150 | 21/09/2010 | Porter Consulting Engineers                    | Review Black Spot Locations and Prepare Funding Submissions, Review Gap Ridge LIE Plans   | 2,615.25   |
| EFT8151 | 21/09/2010 | Peter Hunt Architect Superannuation Fund No 2  | Rent Unit 2/4 Welcome Road 19/09/10-18/10/10, Electricity   | 3,143.83   |
| EFT8152 | 21/09/2010 | Roy Galvin & Co Pty Ltd                        | Gap Ridge WWTP - Sluice Valves, Gibolt, Gate Valve  | 1,579.84   |
| EFT8153 | 21/09/2010 | Holcim (Australia) Pty Ltd                     | 40Tonnes of 150mm - 400mm Rock  | 2,005.78   |
| EFT8154 | 21/09/2010 | Roebourne Dingo Hire                           | Bulgarra WWTP1 & Gap Ridge WWTP2 - Concrete Works for Chlorination Unit Installation  | 19,800.00  |
| EFT8155 | 21/09/2010 | Red 11 Pty Ltd                                 | Karratha Airport - USB Keyboards Check In Counters  | 531.87     |
| EFT8156 | 21/09/2010 | Rob's Concrete                                 | Supply & Lay Concrete - Indoor/Outdoor Cricket Project  | 40,263.30  |
| EFT8157 | 21/09/2010 | Roebourne Volunteer Fire & Rescue              | Donation - Volunteers Anniversary & Family Day Celebrations   | 1,500.00   |
| EFT8158 | 21/09/2010 | Amcap (Formerly Skipper Truck Parts)           | Air Con Switch, Front Panel Hinge   | 171.48     |
| EFT8159 | 21/09/2010 | Sunny Sign Company Pty Ltd                     | Sign Posts - 3.2m x 50mm  | 2,036.63   |
| EFT8160 | 21/09/2010 | Samson Property Trust                          | Reimbursement Fuel 27/07-28/08/2010   | 1,069.62   |
| EFT8161 | 21/09/2010 | Statewide Equipment Hire                       | Karratha Airport - Hire Of Genset August 2010   | 2,062.37   |
| EFT8162 | 21/09/2010 | Synnott Mulholland Management Services Pty Ltd | Preparation Of Cabinet Submission   | 5,445.00   |
| EFT8163 | 21/09/2010 | Telford Industries                             | Chlorine Tablets  | 658.48     |
| EFT8164 | 21/09/2010 | Total Eden Pty Ltd                             | Solvent Fluid Green, Nozzle   | 57.30      |
| EFT8165 | 21/09/2010 | Steve Trevrurza                                | 8 Knight Place - Repair Pool Shade Sail   | 198.00     |
| EFT8166 | 21/09/2010 | Tennant Australia                              | Horseshoe   | 1,084.20   |
| EFT8167 | 21/09/2010 | Westrac Equipment Pty Ltd                      | Repair Heui Pump, Batteries, Filters, Yoke As-Slip, Bolt, Bearing, Cap Screw  | 5,567.51   |
| EFT8168 | 21/09/2010 | Woolworths (WA) Ltd                            | Executive Groceries, TTI Kiosk Stock  | 1,092.85   |
| EFT8169 | 21/09/2010 | Wormald Australia Pty Ltd                      | Admin Building - Routine Inspection & Testing, Fire Alarm System  | 389.82     |
| EFT8170 | 21/09/2010 | Wren Oil                                       | 7 Mile Tip - Oil Removal  | 1,127.50   |
| EFT8171 | 21/09/2010 | Wurth Australia Pty Ltd                        | Workshop Fasteners, Windscreen Additive   | 636.36     |
| EFT8172 | 21/09/2010 | Downer Edi Works Pty Ltd                       | Town Street Reseal Program, Dozer Hire  | 258,732.50 |
| EFT8173 | 21/09/2010 | West-Sure Group                                | Karratha Airport - Cash In Transit Service - August 2010  | 2,722.50   |
| EFT8174 | 21/09/2010 | Waterboyz Pool Maintenance                     | 12 Dodd Court - Pool Maintenance - August 2010  | 107.73     |
| EFT8175 | 21/09/2010 | Beverley White                                 | Catering Regional Youth Coordinators Network Meeting  | 127.50     |
| EFT8176 | 21/09/2010 | Webset Security                                | Karratha Airport - Terminal Security Service - 23/08 - 05/09/2010   | 17,495.50  |
| EFT8177 | 21/09/2010 | Zipform Pty Ltd                                | 5000 Instalment Reminder Notices  | 1,429.56   |
| EFT8178 | 22/09/2010 | Karratha Contracting Pty Ltd                   | Wickham Early Learning Centre - Remove Air Vents, Bulgarra WWP Pump Repairs, Dodd Ct Tennis Courts Graffiti Removal, Bulgarra Oval Electrical & Floodlighting Upgrade, Building Maintenance | 19,725.61  |
| EFT8179 | 23/09/2010 | Karratha Visitors Centre                       | July/Aug 2010 Shire Funding   | 53,326.71  |
| EFT8180 | 23/09/2010 | Concept Consultants Australia Pty Ltd          | Karratha Airport - Low Voltage Power Upgrade  | 8,024.04   |
| EFT8181 | 23/09/2010 | Macdonald Johnston Engineering                 | Jet Assembly  | 171.52     |
| EFT8182 | 23/09/2010 | Woolworths (WA) Ltd                            | Cossack & TTI Kiosk Stock, Roebourne / Wickham Youth Activities   | 1,287.36   |
| EFT8183 | 23/09/2010 | Beverley White                                 | Catering  | 1,050.00   |

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| EFT8184 | 27/09/2010 | British American Tobacco Australia Ltd         | TTI Cigarettes  | 2,172.59   |
| EFT8185 | 27/09/2010 | Philip Morris Limited                          | TTI Cigarettes  | 783.95     |
| EFT8186 | 27/09/2010 | Colin Wilkinson Developments Pty Ltd           | Retention Payment - Construction of Shire Housing   | 216,184.78 |
| EFT8187 | 27/09/2010 | C Longmore                                     | Conference Expenses (QLD, PER, Tom Price) 27.09.10 - 01.10.10                                   | 860.55     |
| EFT8188 | 27/09/2010 | Moxham Motors                                  | Replace Corroded Wiring Harness, Oil Filter, Fuel Filter, Alternator Belt, Cruise Control Stalk | 1,493.20   |
| EFT8189 | 27/09/2010 | Wickham Newsagency                             | Wickham & Roebourne Library Magazines and Newspapers  | 104.75     |
| EFT8190 | 30/09/2010 | Dept Of Housing & Works                        | Payroll Deductions  | 250.00     |
| EFT8191 | 30/09/2010 | Dept Of Housing & Works                        | Payroll Deductions  | 1,370.20   |
| EFT8192 | 30/09/2010 | Dept Of Housing & Works                        | Payroll Deductions  | 564.60     |
| EFT8193 | 30/09/2010 | Shire of Roebourne Social Club                 | Payroll Deductions  | 1,614.00   |
| 73080   | 02/09/2010 | C Coghlan                                      | PIA State Conference 9-10 September   | 164.75     |
| 73081   | 03/09/2010 | Shire Of Roebourne                             | Payroll Deductions  | 1,256.45   |
| 73082   | 03/09/2010 | Shire Of Roebourne                             | Payroll Deductions  | 1,926.15   |
| 73083   | 03/09/2010 | G Bailey                                       | Balance of Sitting Fee  | 7,800.00   |
| 73084   | 03/09/2010 | B Lewis  | Cancelled Cheque  |            |
| 73085   | 03/09/2010 | B Lewis  | Balance of Sitting Fee  | 7,800.00   |
| 73086   | 07/09/2010 | All Seasons Karratha                           | Ron Back Financial Planner - 2 Nights Accommodation   | 536.40     |
| 73087   | 07/09/2010 | Sandra Joy Clarke                              | Refund Cossack Art Show Entry Fee   | 22.00      |
| 73088   | 07/09/2010 | Dampier Community Association                  | Art Competition Contribution  | 1,000.00   |
| 73089   | 07/09/2010 | Department For Planning & Infrastructure       | 12 Months Vehicle Registration P8650  | 48.60      |
| 73090   | 07/09/2010 | Eaton Building                                 | Refund Of 1/2 Building License Fee On Two Properties Lot 40 Yirrawari & Lot 64 Marniyarra       | 1,093.00   |
| 73091   | 07/09/2010 | Natalie Gray                                   | Cossack Art Sales - Unnamed #86   | 362.50     |
| 73092   | 07/09/2010 | LINK (Local Information Network) Karratha Inc. | KEC 30th Anniversary - Face Painting  | 150.00     |
| 73093   | 07/09/2010 | Phyllis Marshall                               | Cossack Art Sales - Boab Cossack #136   | 108.75     |
| 73094   | 07/09/2010 | Betty McLean                                   | Cossack Art Sales - Shadows Of The Spinifex #142  | 688.75     |
| 73095   | 07/09/2010 | Jacqueline Mills                               | Cossack Art Sales - Old Growth Forest #151  | 565.50     |
| 73096   | 07/09/2010 | Telstra  | Shire Telephone Charges   | 5,851.10   |
| 73097   | 07/09/2010 | Jason Tinker                                   | Cossack Art Sales - Karajini Gorges 1 #237  | 725.00     |
| 73099   | 07/09/2010 | Horizon Power                                  | Shire Electricity   | 36,846.38  |
| 73101   | 07/09/2010 | Water Corporation                              | Shire Water Consumption   | 40,547.75  |
| 73102   | 07/09/2010 | Wickham Community Association (inc)            | Wickham - Garden Competition 2010   | 800.00     |
| 73103   | 07/09/2010 | WA Hino  | Oil Filter  | 117.28     |
| 73104   | 07/09/2010 | Mary White                                     | Cossack Art Sales - Hidden Valley #254  | 253.75     |
| 73105   | 07/09/2010 | Delma White                                    | Cossack Art Sales - Spring Colours #255   | 188.50     |
| 73106   | 07/09/2010 | Jennifer Alliss                                | Cossack Art Sales - Mulla-Mulla Moonbath #4   | 145.00     |
| 73107   | 07/09/2010 | Angus And Robertson Karratha                   | Dampier Library Books/Materials   | 1,021.86   |
| 73108   | 07/09/2010 | John Ainsworth                                 | Cossack Art Sales - Something In The Air #1   | 938.87     |
| 73109   | 07/09/2010 | Rob Ainsworth                                  | Cossack Art Sales - At The Farmgate #2  | 1,141.87   |
| 73110   | 07/09/2010 | Blackburn, Roslyn                              | Cossack Art Sales - Over Shark Bay #19  | 253.75     |
| 73111   | 07/09/2010 | Michael Bundabar                               | Cossack Art Sales - Pilbara After The Rain #33  | 580.00     |
| 73112   | 07/09/2010 | Jeanette Bray                                  | Cossack Art Sales - Expansive Kimberley #28   | 1,595.00   |
| 73113   | 07/09/2010 | BGC Contracting Australia                      | Quarry Dust   | 1,052.48   |
| 73114   | 07/09/2010 | Narell Bettini                                 | Cossack Art Sales - Everlastings #18  | 398.75     |

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| 73115 | 07/09/2010 | Paul Battle                            | Cossack Art Sales - Wadjjarri Dreaming #12                              | 797.50   |
| 73116 | 07/09/2010 | Sam Broadhurst                         | Cossack Art Sales - Warmed By The Sun #31                               | 3,335.00 |
| 73117 | 07/09/2010 | May Byrne                              | Cossack Art Sales - Bush Medicine #34                                   | 471.25   |
| 73118 | 07/09/2010 | Darren Beard                           | Cossack Art Sales - Roebourne Races #14                                 | 87.00    |
| 73119 | 07/09/2010 | Deborah Bonar                          | Cossack Art Sales - Core Of My Heart My Country #26                     | 652.50   |
| 73120 | 07/09/2010 | Peter Blasgund                         | Cossack Art Sales - Stop & Smell The Roses #20                          | 1,305.00 |
| 73121 | 08/09/2010 | Coles Myer                             | Employee Recognition Of Service Gift Vouchers                           | 250.00   |
| 73122 | 08/09/2010 | Chadson Engineering Pty Ltd            | KAC - Service & Calibrate Pooltest 9                                    | 374.00   |
| 73123 | 08/09/2010 | Sayuri Conley                          | Cossack Art Sales - Pigmy Possums #47                                   | 87.00    |
| 73124 | 08/09/2010 | Kathryn Chynoweth                      | Refund Cossack Art Show Entry Fee                                       | 22.00    |
| 73125 | 08/09/2010 | John Doyle                             | Cossack Art Sales - Pentecost River #63                                 | 761.25   |
| 73126 | 08/09/2010 | Karl Ernhardt                          | Cossack Art Sales - Sunrise Over The Kimberley's #69                    | 938.87   |
| 73127 | 08/09/2010 | Shirley Fisher                         | Cossack Art Sales - Pilbara Splendor #73                                | 2,755.00 |
| 73128 | 08/09/2010 | Margaret Gibson                        | Cossack Art Sales - Kimberley Coast #80                                 | 1,051.25 |
| 73129 | 08/09/2010 | Joan Gray                              | Cossack Art Sales - Cleaverville Creek #84                              | 181.25   |
| 73130 | 08/09/2010 | Michaela Louise Hughes                 | Cossack Art Sales - Cockroach Bush After The Fire #104                  | 638.00   |
| 73131 | 08/09/2010 | Michele Heymans                        | Cossack Art Sales - That Fig Tree - Karajini #96                        | 217.50   |
| 73132 | 08/09/2010 | Dorothy Marilyn Imgrund                | Cossack Art Sales - Pilbara Colours #106                                | 326.25   |
| 73133 | 08/09/2010 | Bette Inglis                           | Cossack Art Sales - Greymouth Rocks #107                                | 123.25   |
| 73134 | 08/09/2010 | Sally Jordan                           | Cossack Art Sales - Summer Respite #115                                 | 866.37   |
| 73135 | 08/09/2010 | Kennaugh, Jacqueline                   | Cossack Art Sales - Dreamy Landscape #118                               | 351.62   |
| 73136 | 08/09/2010 | Karratha Touch Association             | Clean Up Australia Day Dollars For Bags                                 | 1,104.00 |
| 73137 | 08/09/2010 | McLeods & Co Barristers And Solicitors | Legal Advice - Asbestos Management Plan, Pyramid Rd Review of Agreement | 8,557.37 |
| 73138 | 08/09/2010 | Dannielle Lynch                        | Cossack Art Sales - The Land We Love #127                               | 471.25   |
| 73139 | 08/09/2010 | Debbie Lynch                           | Cossack Art Sales - Aqua Motion #128                                    | 616.25   |
| 73140 | 08/09/2010 | Terrance Lawrence & Lesley Dwyer       | Rates Refund For Assessment A14324 39 Ashburton Crescent Dampier        | 442.83   |
| 73141 | 08/09/2010 | Tania Lindau                           | Cossack Art Sales - Reflections #123                                    | 402.37   |
| 73142 | 08/09/2010 | Cherry Lee                             | Cossack Art Sales - Turning Point #122                                  | 870.00   |
| 73143 | 08/09/2010 | Moad, Shane                            | Cossack Art Sales - Mt. Bakewell In Summer #155                         | 2,320.00 |
| 73144 | 08/09/2010 | Lindy Midalia                          | Cossack Art Sales - Sunshine & Shadow #148                              | 623.50   |
| 73145 | 08/09/2010 | Peter Moir                             | Cossack Art Sales - Munjina Gorge East #156                             | 1,848.75 |
| 73146 | 08/09/2010 | Carol Rae Morphet                      | Cossack Art Sales - Cape La Grand #158                                  | 1,268.75 |
| 73147 | 08/09/2010 | Anne Muller                            | Cossack Art Sales - Birds Of A Feather #164                             | 471.25   |
| 73148 | 08/09/2010 | Lynne Mettam                           | Cossack Art Sales - Bourke & Wills At Coopers Crossing #147             | 616.25   |
| 73149 | 08/09/2010 | Robert Mackay                          | Cossack Art Sales - Goodomunthoo Bunthaway #131                         | 1,087.50 |
| 73150 | 08/09/2010 | Clare Mcfarlane                        | Cossack Art Sales - Still Life #138                                     | 1,522.50 |
| 73151 | 08/09/2010 | Robert Mckay (Junior)                  | Cossack Art Sales - Mud Crabs & Mirro Moon #130                         | 870.00   |
| 73152 | 08/09/2010 | Petra Necasova                         | Cossack Art Sales - Girl #167   | 906.25   |
| 73153 | 08/09/2010 | Veronica Napier                        | Cossack Art Sales - Flying Home #166                                    | 326.25   |
| 73154 | 08/09/2010 | New Apostolic Church                   | Refund Of Inv# 56153 Paid Twice   | 300.00   |
| 73155 | 08/09/2010 | Point Samson Resort                    | Employee Recognition Of Service Gift Voucher                            | 150.00   |
| 73156 | 08/09/2010 | Planning Institute Australia           | PIA State Conference Attendance   | 1,500.00 |
| 73157 | 08/09/2010 | Pilbara Multicultural Association      | Refund of Overcharge of Hire Fee  | 35.00    |
| 73158 | 08/09/2010 | Philco Constructions Pty Ltd           | Refund of Builders Registration Board Levy                              | 41.00    |
| 73159 | 08/09/2010 | Rayma Reany                            | Cossack Art Sales - Coastal Serenity #186                               | 1,051.25 |
| 73160 | 08/09/2010 | Kmart Karratha                         | Cossack Accommodation - Doonas, 12 Dodd Ct Outdoor Table & Chairs       | 567.00   |

Ordinary Council Meeting – Agenda

|       |            |  |   |           |
|-------|------------|--|---|-----------|
| 73161 | 08/09/2010 | Lynda Schofield                                | Cossack Art Sales - Boabs #211  | 304.50    |
| 73162 | 08/09/2010 | Noel James Sutor                               | Cossack Art Sales - North West Seclusions #231                                | 362.50    |
| 73163 | 08/09/2010 | Margaret E Smith                               | Cossack Art Sale - Ebb Tide, Point Samson #220                                | 435.00    |
| 73164 | 08/09/2010 | Saranwalai Sacma<br>(Pongkanmool)              | Cossack Art Sales - The Little Boats \$194                                    | 870.00    |
| 73165 | 08/09/2010 | Target Australia Pty<br>Ltd                    | 12 Dodd Crt - Towels  | 130.50    |
| 73166 | 08/09/2010 | Tradelink Plumbing<br>Supplies                 | Dodd Court - Supply Drinking Fountain   | 170.92    |
| 73167 | 08/09/2010 | Steve Wynn Taylor                              | Refund of Plan Search Fee   | 30.00     |
| 73168 | 08/09/2010 | WA Rangers<br>Association                      | Employee Attendance WA Rangers Professional<br>Development Conference         | 1,200.00  |
| 73169 | 08/09/2010 | Wraight's Lawn Care                            | Cossack Art Awards - Garden Plants Hire                                       | 61.60     |
| 73170 | 08/09/2010 | Mecah White                                    | Cossack Art Sales - Stop Lights #256  | 572.75    |
| 73171 | 08/09/2010 | Jennifer Winterbottom                          | Cossack Art Sales - Long Weekend Coogee #265                                  | 1,450.00  |
| 73172 | 08/09/2010 | Renee Young                                    | Cossack Art Sales - My Country #272   | 942.50    |
| 73173 | 10/09/2010 | Shire Of Roebourne                             | ATM Cash Replenishment  | 74,000.00 |
| 73174 | 10/09/2010 | Australia Post                                 | Postage August 2010   | 1,428.92  |
| 73175 | 10/09/2010 | Shire Of Roebourne                             | Petty Cash Reimbursement  | 795.85    |
| 73176 | 10/09/2010 | Telstra, Plant<br>Damages                      | Karratha Airport - Damage to Telstra Plant                                    | 1,407.13  |
| 73177 | 10/09/2010 | Horizon Power                                  | 20B Shadwick Drive Electricity  | 121.94    |
| 73178 | 16/09/2010 | Telstra  | Shire Telephone Charges   | 1,157.05  |
| 73179 | 16/09/2010 | 3 Hutchison<br>Telecommunications<br>Aust.     | Karratha SES SMS Service 26/08-25/09/10                                       | 210.72    |
| 73180 | 16/09/2010 | Horizon Power                                  | Shire Electricity   | 33,248.91 |
| 73182 | 16/09/2010 | Water Corporation                              | Shire Water Consumption   | 26,948.50 |
| 73183 | 17/09/2010 | Shire Of Roebourne                             | Payroll Deductions  | 1,673.30  |
| 73184 | 17/09/2010 | Shire Of Roebourne                             | Payroll Deductions  | 1,926.15  |
| 73185 | 21/09/2010 | Australian Institute Of<br>Building Surveyors  | Employee Registration AIBS 2010 Conference -<br>Racing Ahead 17/10 - 19/10/10 | 1,254.00  |
| 73186 | 21/09/2010 | Department For<br>Planning &<br>Infrastructure | P9403 12mths Registration 1TKY845   | 24.05     |
| 73187 | 21/09/2010 | Godfrey's Fitting<br>Service                   | P8800 1st Service, Lithplex Tac   | 376.59    |
| 73188 | 21/09/2010 | Karratha Adventure<br>Sports                   | Employee Recognition of Service Gift Voucher                                  | 100.00    |
| 73189 | 21/09/2010 | Karratha Arts & Craft<br>And Neighbourhood,    | Mosaic Workshop - Hall Hour 06/11 & 07/11/2010                                | 105.00    |
| 73190 | 21/09/2010 | Lil's Retravision<br>Karratha                  | Employee Recognition of Service Gift Voucher                                  | 250.00    |
| 73191 | 21/09/2010 | Karratha Adventure<br>Sports                   | Employee Recognition of Service Gift Voucher                                  | 100.00    |
| 73192 | 21/09/2010 | Telstra  | Shire Telephone Charges   | 7,711.35  |
| 73193 | 21/09/2010 | Horizon Power                                  | Shire Electricity   | 2,125.02  |
| 73194 | 21/09/2010 | Water Corporation                              | Shire Water Consumption   | 1,681.35  |
| 73195 | 21/09/2010 | CD's Confectionery<br>Wholesalers              | RAC Kiosk Stock   | 2,177.20  |
| 73196 | 21/09/2010 | Chadson Engineering<br>Pty Ltd                 | Swimming Lane Ropes   | 4,697.00  |
| 73197 | 21/09/2010 | Ensystem Australasia<br>Pty Ltd                | Bifenthrin Maxthor  | 471.68    |
| 73198 | 21/09/2010 | Greenline AG Pty Ltd                           | Gauge Wheel, Switch, Fuel Filter  | 150.75    |
| 73199 | 21/09/2010 | Harvey Norman                                  | Ranger Services - Fuji Digital Camera & Memory Card                           | 1,078.65  |
| 73200 | 21/09/2010 | McLeods & Co<br>Barristers And<br>Solicitors   | Legal Advice - Built Strata Enforcement of Building<br>Regulations            | 3,762.00  |
| 73201 | 21/09/2010 | Shane Mathew Miller                            | Rates refund for assessment A78396 4 Windgrass<br>Way Nickol                  | 600.21    |

Ordinary Council Meeting – Agenda

|           |            |  |  |            |
|-----------|------------|--|--|------------|
| 73202     | 21/09/2010 | Muchea Rural Sheds Pty Ltd                 | Refund of Overpayment of Building Licence : 20100544   | 207.05     |
| 73203     | 21/09/2010 | Oceanblue Nominees Pty Ltd                 | Rates refund for assessment A18108 389 High St Dampier   | 1,496.27   |
| 73204     | 21/09/2010 | Dept Of Planning & Infrastructure - Plates | 2 x SOR Number Plates  | 340.00     |
| 73205     | 21/09/2010 | Ralph & Beattie, Bosworth Pty Ltd          | KLC - Construction Cost Estimate   | 1,452.00   |
| 73206     | 21/09/2010 | Statewide Bearings                         | Hydraulic Brakes   | 182.09     |
| 73207     | 21/09/2010 | Kmart Karratha                             | RAC - Foam Mattress & Pillows (First Aid Bed)  | 54.00      |
| 73208     | 21/09/2010 | Somerset                                   | Employee Accommodation Perth 29/08/2010  | 170.00     |
| 73209     | 21/09/2010 | Smith, BW & Parsons-Smith, JL              | Rates refund for assessment A78068 2B Shimmon Place Pegs Creek   | 352.39     |
| 73210     | 21/09/2010 | Tradelink Plumbing Supplies                | Dodd Court Drinking Fountain   | 170.92     |
| 73211     | 21/09/2010 | Wacker Neuson                              | Inner Cable  | 222.42     |
| 73212     | 21/09/2010 | Woodhouse Legal Solicitors & Legal Consul  | Legal Advice - Extension of Bristow Lease, Document Preparation  | 6,417.80   |
| 73213     | 23/09/2010 | Horizon Power                              | Shire Electricity  | 179.27     |
| 73214     | 23/09/2010 | Water Corporation                          | Shire Water Consumption  | 378.60     |
| 73215     | 27/09/2010 | Shire Of Roebourne                         | ATM Cash Replenishment   | 74,000.00  |
| 73216     | 27/09/2010 | Subway Karratha                            | Catering for Urban Art Project - Make A Move Youth Plan 28.09 - 04.10.10 Inclusive                           | 539.00     |
| 73217     | 30/09/2010 | Shire Of Roebourne                         | Payroll Deductions   | 635.43     |
| 73218     | 30/09/2010 | Australian Services Union (Asu/Meu Div.)   | Payroll Deductions   | 510.30     |
| 73219     | 30/09/2010 | Lgrceu                                     | Payroll Deductions   | 123.00     |
| 73220     | 30/09/2010 | Shire Of Roebourne                         | Payroll Deductions   | 1,926.15   |
| DD12385.1 | 26/08/2010 | Western Australian Treasury Corp           | Loan No. 86A Principal & Interest Payment  | 117,515.47 |
| DD12385.2 | 19/08/2010 | Western Australian Treasury Corp           | Loan No. 98 & 94 Principal & Interest Payment  | 637,645.46 |
| DD12388.1 | 28/09/2010 | Western Australian Treasury Corp           | Loan No. 88 Principal & Interest Payment   | 3,429.17   |
| DD12390.1 | 10/08/10   | Westpac Corporate Credit Cards             | EM Development Services Credit Card Payment  | 45.00      |
| DD12402.1 | 09/07/10   | Westpac Corporate Credit Cards             | CEO, EM Technical Services, Development Services, Strategic Projects, Corporate Services Credit Card Payment | 26,065.80  |
| DD12495.1 | 09/09/10   | Westpac Corporate Credit Cards             | CEO Credit Card Payment  | 5,184.79   |
| DD12497.1 | 09/09/2010 | Westpac Corporate Credit Cards             | EM Technical Services & Strategic Projects Credit Card Payment   | 5,686.73   |

7,645,880.04

|  |            |                    |                      |            |
|--|------------|--------------------|----------------------|------------|
|  | 02/09/2010 | Shire of Roebourne | Payroll F/E 01.09.10 | 405,037.33 |
|  | 10/09/2010 | Shire of Roebourne | Wages                | 783.89     |
|  | 10/09/2010 | Shire of Roebourne | Wages                | 3,215.30   |
|  | 16/09/2010 | Shire of Roebourne | Payroll F/E 15.09.10 | 409,413.35 |
|  | 17/09/2010 | Shire of Roebourne | Wages                | 1,574.60   |
|  | 17/09/2010 | Shire of Roebourne | Wages                | 139,736.60 |
|  | 30/09/2010 | Shire of Roebourne | Payroll F/E 29.09.10 | 436,185.08 |

959,761.07

**Total Payments**

**8,605,641.11**

## 10.2 FINANCIAL STATEMENT FOR PERIOD ENDING 31 AUGUST 2010

|                                |   |
|--------------------------------|---|
| <b>File No:</b>                | <b>OCT10</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 31 August 2010 be received.**

**Shire Of Roebourne**  
**Statement Of Financial Activity**  
**for the period 1 July 2010 to 31 August 2010**

|   | Original Budget | Amended Budget | Year to Date Amended Budget | Year To Date Actual | Material Variance >=10% | \$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      | 474,965                     | 192,701             | -59.43%                 | 282,264          |
| Governance  | 94,283          | 94,283         | 9,602                       | 301,715             | 3042.21%                | -292,113         |
| Law, Order And Public Safety                          | 251,007         | 251,007        | 16,889                      | 19,760              | 17.00%                  | -                |
| Health  | 80,532          | 80,532         | 14,526                      | 12,420              | -14.50%                 | -                |
| Education and Welfare                                 | 150,337         | 150,337        | 24,930                      | 9,382               | -62.37%                 | 15,548           |
| Housing   | 3,837,429       | 3,837,429      | 1,025,035                   | 42,081              | -95.89%                 | 982,954          |
| Community Amenities                                   | 12,000,193      | 12,000,193     | 3,360,996                   | 3,147,343           | -                       | 213,653          |
| Recreation And Culture                                | 9,895,765       | 9,895,765      | 662,521                     | 438,980             | -33.74%                 | 223,541          |
| Transport   | 22,640,687      | 22,640,687     | 3,552,790                   | 3,343,600           | -                       | 209,190          |
| Economic Services                                     | 1,294,988       | 1,414,988      | 256,904                     | 440,705             | 71.54%                  | -183,801         |
| Other Property And Services                           | 60,100          | 60,100         | 6,666                       | (6,089)             | -191.34%                | 12,755           |
|   | 54,720,608      | 54,878,198     | 9,405,824                   | 7,942,597           | -15.56%                 | 1,463,227        |
| <b>Expenses (Applications)</b>                        |                 |                |                             |                     |                         |                  |
| General Purpose Funding                               | (502,566)       | (502,566)      | (89,445)                    | (83,100)            | -                       | -                |
| Governance  | (2,249,738)     | (2,259,738)    | (651,646)                   | (372,961)           | -42.77%                 | -278,685         |
| Law, Order And Public Safety                          | (1,753,954)     | (1,753,954)    | (301,245)                   | (177,579)           | -41.05%                 | -123,666         |
| Health  | (1,122,073)     | (1,122,073)    | (191,717)                   | (128,356)           | -33.05%                 | -63,361          |
| Education and Welfare                                 | (379,193)       | (379,193)      | (81,243)                    | (19,324)            | -76.21%                 | -61,919          |
| Housing   | (2,942,214)     | (2,942,214)    | (582,566)                   | (112,527)           | -80.68%                 | -470,039         |
| Community Amenities                                   | (9,708,738)     | (9,709,302)    | (1,661,188)                 | (1,156,732)         | -30.37%                 | -504,456         |
| Recreation And Culture                                | (19,279,423)    | (19,317,013)   | (2,827,532)                 | (1,981,332)         | -29.93%                 | -846,200         |
| Transport   | (16,037,913)    | (16,037,913)   | (2,252,891)                 | (1,348,156)         | -40.16%                 | -904,735         |
| Economic Services                                     | (12,083,023)    | (12,212,023)   | (263,907)                   | (269,934)           | -                       | -                |
| Other Property And Services                           | 792,620         | 792,620        | (215,988)                   | 123,535             | -157.20%                | -339,523         |
|   | (65,266,215)    | (65,443,369)   | (9,119,368)                 | (5,526,467)         | -39.40%                 | -3,592,901       |
| <b>Capital</b>  |                 |                |                             |                     |                         |                  |
| <b>Revenue</b>  |                 |                |                             |                     |                         |                  |
| Proceeds From Disposal Of Assets                      | 5,926,756       | 5,926,756      | 1,262,820                   | 880,263             | -                       | 382,557          |
| Tsf From Aerodrome Reserve                            | 5,173,492       | 5,173,492      | 748,582                     | 0                   | -                       | 748,582          |
| 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     | 0                           | 0                   | -                       | -                |
| 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      | 19,000                      | 0                   | -                       | 19,000           |
| 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          | 1,586                       | 1,586               | -                       | -                |
| Repayments Of Interest Free Loans To                  | 101,536         | 101,536        | 1,256                       | 1,884               | 50.00%                  | -                |

Local Groups

61,397,504 61,397,504 2,033,244 2,318,113 14.01% -284,869

## Shire Of Roebourne

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

for the period 1 August 2010 to 31 August 2010

|  | Original Budget | Amended Budget | Year to Date Amended Budget | Year To Date Actual | Material Variance >=10% | \$10,000 or more |
|--|-----------------|----------------|-----------------------------|---------------------|-------------------------|------------------|
|  | \$              | \$             | \$                          | \$                  | %                       | \$               |
| <b>Expenses</b>                                    |                 |                |                             |                     |                         |                  |
| Purchase Of Assets - Land                          | (2,389,000)     | (2,389,000)    | (1,389,000)                 | 0                   | 100.00%                 | -1,389,000       |
| Purchase Of Assets - Artwork                       | 0               | 0              | 0                           | 0                   | -                       | -                |
| Purchase Of Assets - Buildings                     | (32,680,244)    | (32,680,244)   | (915,024)                   | (1,403,007)         | 53.33%                  | 487,983          |
| Purchase Of Assets - Equipment                     | (536,890)       | (536,890)      | (34,784)                    | (12,704)            | -63.48%                 | -22,080          |
| Purchase Of Assets - Furniture & Equip             | (616,570)       | (598,570)      | (136,138)                   | (26,285)            | -80.69%                 | -109,853         |
| Purchase Of Assets - Plant                         | (5,588,351)     | (5,606,351)    | (482,621)                   | (482,621)           | -                       | -                |
| Purchase Of Assets - Infrastructure                | (22,197,855)    | (22,197,855)   | (3,185,422)                 | (1,098,368)         | -65.52%                 | -2,087,054       |
| Loan Principal Repayments                          | (1,835,380)     | (1,835,380)    | (464,929)                   | (464,930)           | -                       | -                |
| Tsf To Aerodrome Reserve                           | (287,295)       | (287,295)      | (47,882)                    | (73,761)            | 54.05%                  | 25,879           |
| Tsf To Air conditioning Reserve                    | 0               | 0              | 0                           | 0                   | -                       | -                |
| Tsf To Dampier Drainage Reserve                    | (732)           | (732)          | (122)                       | (120)               | -                       | -                |
| Tsf To Plant Replacement Reserve                   | (41,356)        | (41,356)       | (6,892)                     | (6,230)             | -                       | -                |
| Tsf To Walkington Theatre Reserve                  | (98)            | (98)           | (16)                        | (23)                | 42.19%                  | -                |
| Tsf To Royalties for Regions Reserve               | (400,000)       | (400,000)      | (66,666)                    | 123,177             | 284.77%                 | -189,843         |
| Tsf To Workers Compensation Res                    | (24,128)        | (24,128)       | (4,022)                     | (5,593)             | 39.06%                  | -                |
| Tsf To Infrastructure Reserve                      | (918,136)       | (918,136)      | 0                           | (67,741)            | -                       | 67,741           |
| Tsf To Waste Management Reserve                    | (407,623)       | (407,623)      | (20,346)                    | (35,213)            | 73.07%                  | 14,867           |
| Tsf To Housing Reserve                             | (1,488,162)     | (1,488,162)    | (33,028)                    | (7,587)             | -77.03%                 | -25,441          |
| Tsf To Parks, Ovals & Rec Facilities Res           | 0               | 0              | (28)                        | 0                   | 100.00%                 | -                |
| Tsf To Aged Persons Home Reserve                   | (1,345)         | (1,345)        | (224)                       | (366)               | 63.51%                  | -                |
| Tsf To Information Technology Reserve              | 0               | 0              | 0                           | 0                   | -                       | -                |
| Tsf To Junior Sport Reserve                        | (1,542)         | (1,542)        | (258)                       | (418)               | 61.83%                  | -                |
| Tsf To Public Open Space Reserve                   | (12,355)        | (12,355)       | (2,030)                     | (10,597)            | 422.04%                 | -                |
| Tsf To Mosquito Control Reserve                    | (537)           | (537)          | (6)                         | (11)                | 83.67%                  | -                |
| Tsf To History & Cultural Publications Reserve     | (1,090)         | (1,090)        | (182)                       | (253)               | 38.82%                  | -                |
| Tsf To Underground Power Reserve                   | (3,985,345)     | (3,985,345)    | 0                           | 0                   | -                       | -                |
| Tsf To Medical Services Assistance Package Reserve | (7,654)         | (7,654)        | (1,276)                     | (1,233)             | -                       | -                |
| 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)   | (6,790,896)                 | (5,008,263)         | -26.25%                 | -1,782,633       |
| <b>Adjustment For Non Cash Items</b>               |                 |                |                             |                     |                         |                  |
| Depreciation                                       | 7,798,569       | 7,798,569      | 550,910                     | 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)    | (988,411)                   | 0                   |                         |                  |
|  | 4,092,050       | 4,092,050      | (437,501)                   | (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        | 17,968,717        | - | 190,255 |
| <b>Surplus / (Deficit)</b>      | <b>0</b>   | <b>(19,564)</b> | <b>13,250,275</b> | <b>17,390,391</b> |   |         |

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

Operating revenue is under the year to date budget by \$1,463,227 which represents a variance of 15.56%.

Operating Expenditure is under the year to date budget by \$3,592,901 which represents a variance of 39.40%.

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 59.43% (\$282,264) due to reversal of interest accrued on reserves Term Deposits to June 2010 brought to account for August 2010 with Interest payable at maturity in September & October.

*Expenditure*

Expenditure is showing a variance down of 7.09% (\$6,345) which is under the material variance threshold.

Governance

*Revenue*

Revenue is up 3042.21% (\$292,113) which is due to Pilbara to Parliament Income of \$197,045 and \$98,155 for Reimbursements/Commissions/Rebates Received to August not budgeted for – to be reallocated to ATM Monies.

*Expenditure*

Expenditure is down 42.77% (\$278,685) which is due underspends on:

- 1) \$30,820 down on Subscriptions – Members of Council
- 2) \$59,162 down on Executive Services Office & Project Expenses
- 3) \$149,668 down on IT Software & Network Expenses due to 80k Synergy Software renewal Budgeted for August not processed until September
- 4) \$151,132 down on Non-Statutory Donations Budgeted Year to Date August
- 5) \$10,900 up on Administration costs allocated
- 6) \$102,994 up on Employment Costs Corporate Services due to 12 month leave entitlement paid in July

Law, Order and Public Safety

*Revenue*

Revenue is up by 17.00% (\$2,870) which is due to FESA Contributions received for whole 1<sup>st</sup> Qtr in July, whilst budgeted monthly across the year.

Expenditure is down 41.05% (\$123,666) which is due to:

- 1) \$31,596 down on Anti Graffiti Initiatives Budget spread evenly over the year
- 2) \$61,640 August Budget unspent on Cyclone Hazard removal costs to be reforecast for later in the Year i.e. October to November

- 3) \$10,000 down on Depreciation

#### Health

##### *Revenue*

Revenue is down by 14.50% (\$2,106) which is due to income received on Health Premises & Stallholder Fees & charges.

##### *Expenditure*

Expenditure is down 33.05% (\$63,361) which is due to:

- 1) \$5,393 down on Karratha Clinic Building costs
- 2) \$7,100 down on MSIS Employment & Office costs – position currently vacant
- 3) \$13,890 MSIS Retention payments lower than budgeted
- 4) \$31,709 down on Compliance Auditing & Inspections

#### Education and Welfare

##### *Revenue*

Revenue is showing a variance of down 62.37% (\$15,548) which was due to Freemasons Aged person unit contribution not yet received. Also yearly contribution not yet received for Early Learning Specialist Scholarship.

##### *Expenditure*

Expenditure is showing a variance of down 76.21% (\$61,919) which is due to:

- 1) \$13,003 down on Early Learning Specialist Scholarship expenses as income not yet received
- 2) \$15,804 down on Day Care Buildings costs
- 3) \$38,675 down on KELT project expenses

#### Housing

##### *Revenue*

Revenue is showing a variance down of 95.89% (\$982,954) 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 80.68% (\$470,039) which is due to:

- 1) \$13,064 up on Leased Housing
- 2) \$33,523 down on Interest expense on Staff Housing Loans due to 09/10 accrual
- 3) \$40,001 down on Staff Housing Op Costs Year to Date
- 4) \$399,489 down on allocation of Staff Housing costs

#### Community Amenities

##### *Revenue*

Revenue has a variance down of 6.36% (\$213,653) mainly due to:

- 1) \$93,815 up on Domestic Refuse Collection Fees.
- 2) \$121,178 up on Industrial/Commercial Refuse collection Fees
- 3) \$11,086 up on Town Planning Fees
- 4) \$239,764 down on Industrial/Commercial Refuse disposal Fees
- 5) \$169,139 down on Liquid Waste disposal fees
- 6) \$15,000 down on Litter Initiatives Funding
- 7) \$10,511 down on Income from Recycling
- 8) \$10,000 down on Contributions Economic Development from RDA

*Expenditure*

Expenditure is showing a variance down of 30.37% (\$504,456). The main variances are as follows:

- 1) \$ 118,410 down on Litter Control – reduced staff numbers
- 2) \$79,791 down on Domestic Refuse Collection – vacant positions in this area
- 3) \$59,245 down on Recycling
- 4) \$44,046 down on Refuse Site Maintenance
- 5) \$40,344 down on Local Planning Strategy/Policy Development
- 6) \$ 26,168 down on Economic Development Prospectus Project
- 7) \$23,731 down on Town Planning Office Expenses – Staff Development not yet spent
- 8) \$23,619 down on Economic Development Employment Costs
- 9) \$23,408 down on Drainage Maintenance Costs
- 10) \$10,283 down on Cemetery & Public Toilets Maintenance

Recreation and Culture

*Revenue*

Revenue has a variance down of 33.74% (\$223,541). The variance is due to:

- 1) \$176,000 down on Grant & Contributions-Playground Structures Not yet Received
- 2) \$23,500 down on Contribution to Cossack Art Prizes
- 3) \$11,914 down on KAC Merchandise Sales due to Pool Closure for Refurbishment
- 4) \$10,000 down on Community Bus (Public Transport Project – 60k 10/11)
- 5) \$26,140 up on KEC Programme Income – New programs this month and has been better received than expected.

*Expenditure*

Expenditure has a variance of down 29.93% (\$846,200). The main variances are as follows:

- 1) \$101,501 down on Hard-court Mtce - Ongoing
- 2) \$89,481 down on Employment Costs – KAC & KEC & RAC (KAC Closed currently, training being completed for permanent employees)
- 3) \$75,459 down on Oval Mtce
- 4) \$62,044 down on Parks & Gardens Mtce – due to staff shortages
- 5) \$61,796 down on Contribution to Walkington Theatre not paid until September
- 6) \$43,668 down on Cossack Operating Expenses
- 7) \$43,331 down on NAIDOC week expenses
- 8) \$35,740 down on Playground Maintenance
- 9) \$33,334 down on Roebourne Contrib. to Building Assets
- 10) \$31,854 down on Karratha Entertainment Centre Expenses
- 11) \$31,792 down on Special Youth Projects Expense
- 12) \$30,000 down on Review of Karratha Library Operations, to appoint consultant in October and complete by Feb-11.
- 13) \$29,862 down on KAC Building Mtce – currently closed for Project
- 14) \$25,575 down on Karratha Library Contribution – July not paid until August, Awaiting August Invoice to pay in September
- 15) \$24,200 down on Open Space/ Drain Reserve Mtce
- 16) \$23,979 down on Effluent Tank Mtce – further works pending
- 17) \$12,311 down on Cultural Planning & Development
- 18) \$15,253 down on Roebourne Aquatic Centre Expenses
- 19) \$14,080 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) \$10,000 down on Contribution to St Luke's Oval

- 22) \$155,539 up on Employment Costs Recreation & Community Development (offsets above Centres)
- 23) \$52,194 up on Dampier Pavilion Building
- 24) \$16,711 up on Roebourne Race Track expenses as completed additional car park & track surface prep works.

#### Transport

##### *Revenue*

Revenue shows a variance down of 5.88% (\$209,190). The main variances are as follows:

- 1) \$692,363 down on Karratha Airport income (including leases) due to timing on August Invoices raised in September.
- 2) \$281,651 up on Road to Recovery Project Grants Year To Date
- 3) \$192,712 up on Local Govt Road Grants – Timing Difference as Budget Spread evenly over year; 35% of Total Year Budget received in July-August 2010.
- 4) \$25,649 up on Tien Tsin Inne income

##### *Expenditure*

Expenditure has a variance of down 40.16% (\$904,735). The main variances are due to depreciation on infrastructure assets not yet applied and as follows:

- 1) \$180,168 down on Karratha Terminal Building Mtce
- 2) \$159,017 down on Interest on Loan – Karratha Airport – due to reversal of 09/10 year 30 June Interest Accrual YTD
- 3) \$108,939 down on Airside Mtce
- 4) \$54,428 down on Footpath Mtce
- 5) \$46,617 down on Traffic Signs & Control costs
- 6) \$30,062 down on Airport Security Costs
- 7) \$29,539 down on Landside Mtce
- 8) \$27,669 down on Airport office expenses
- 9) \$24,189 down on Pastoral Access Rd Mtce
- 10) \$23,044 down on Airport Employment costs
- 11) \$21,068 down on Street Lights-Electricity
- 12) \$19,776 down on Street Tree Mtce Costs
- 13) \$16,408 down on Reseal Roads Expenses
- 14) \$15,000 down on planned Greening of Main Streets Costs
- 15) \$10,415 down on TTI Kiosk Expenses
- 16) \$10,000 down on Crossover Contributions
- 17) \$15,779 up on TTI Bar expenses
- 18) \$20,751 up on TTI Employment costs
- 19) \$15,989 up on Town Street Mtce

#### Economic Services

##### *Revenue*

Revenue has a variance up of 71.54% (\$183,801). The variance is mainly due to Building Licence fees up on budget by \$31,639 and Receipt of Unbudgeted \$145,000 Contribution to Enhancement of Camping Grounds at 40 Mile from Apache yet to be utilised. Also, Increased income from Camping Fees at 40 Mile (\$6,207) year to date.

##### *Expenditure*

Expenditure has a variance up of 2.28% (\$7,771) which is immaterial to report.

#### Other Property and Services

##### *Revenue*

Revenue has a variance down of 191.34% (\$12,755) which is mainly due to income not yet received from Private works in budget & Insurance settlement paid not budgeted(should be expensed).

Expenditure

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

- 1) \$59,923 down on plant costs & allocations – over allocated as per Plant Reserves transfer.
- 2) \$246,377 down on Employment costs due to vacancies in WM
- 3) \$24,417 down on Tech Serv – Design & Investigations
- 4) \$14,852 down on Works Office Expenses
- 5) \$10,000 down on Asset Management costs Monthly Budget

Capital

Revenue

Capital Revenue shows a variance of 14.01% up (\$284,869) - no Transfers from Reserves are have occurred Year to Date against Budgeted \$748,582. This has been offset by 09/10 Unspent Restricted Cash brought in. Proceeds from disposal of assets in August are down by \$382,557 Year to Date against Budget (the Harding Way Units settled in August has been the only Sale recorded to date).

Capital

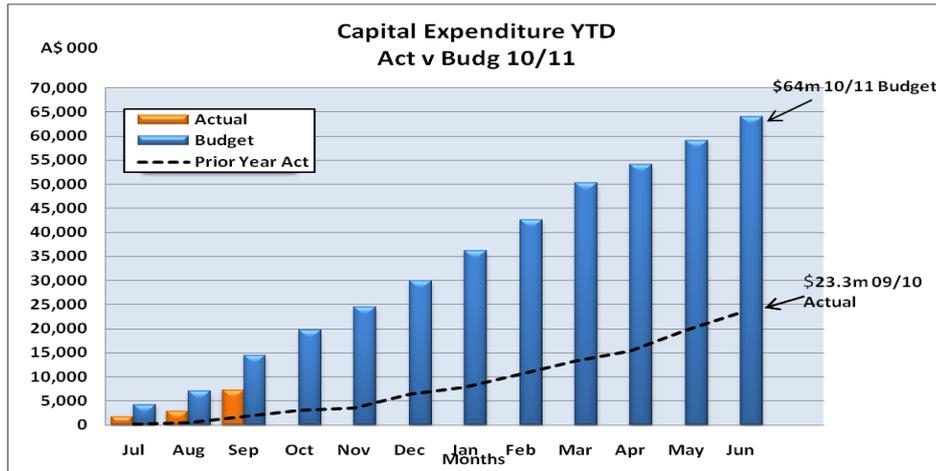
Expenditure

Capital expenditure shows a variance of down 26.25% (\$1,782,633). This is mainly due to expense being down in the following areas:

- 1) \$1,389,000 Land Purchase planned for August has not yet settled – Settlement in September
- 2) \$1,060,999 Infrastructure Airport Project - underspent on Car park Year to Date as Expenditure out of sync with Budgeted Months, need to reforecast more accurately.
- 3) \$327,203 Parks – Infrastructure – Cattrall Park Upgrade \$2.2m project not yet commenced (architecture only year to date, yet budget spread evenly over the year)
- 4) \$315,515 on Playground Structures against Budgeted Expenditure Months to occur from Oct
- 5) \$106,797 on Transfer to Reserves for 09/10 Interest Reversal brought to account July
- 6) \$103,355 Roads - Infrastructure – ‘Cinders Rd’ underspent 169k against ytd budget
- 7) \$105,611 Landfill Operations– 7 Mile Liquid Waste Pond Redevelopment & Weighbridge yet not ordered, but Budgeted evenly over the year - To Review.
- 8) \$86,317 on Public Toilets & Recreation Projects – 50k underspent ytd on Portable toilet blocks & 36k on Bulgarra Precinct-Electrical Upgrade not yet commenced.
- 9) \$84,795 Town Beautification projects – Pt Samson Entry Statement behind budget ytd
- 10) \$83,184 Beaches – Infrastructure – John’s Creek boat ramp car park extension
- 11) \$82,500 Community Safety – Infrastructure – Entry Statement Projects – In Design Stage
- 12) \$67,895 Furniture & Equipment Purchases – Corporate Services, Computers
- 13) \$58,332 Community Safety – Infrastructure – CCTV & Security purchases
- 14) \$55,350 Footpaths – Infrastructure – Commencing November
- 15) \$34,530 Plant & Equipment Purchases – KAC, Cossack
- 16) \$30,500 TTI - Furniture & Equipment
- 17) \$13,221 Ovals & Hard courts – Infrastructure
- 18) \$589,597 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 will need to review forecast expenditure for variance reporting in Budget Review.

- 19) \$234,355 up on Upgrade Effluent Systems (63% of Total Year Budget has been spent)
- 20) \$15,399 up on Baynton West Family Centre – Buildings for August.
- 21) \$12,358 Karratha Youth Centre – Buildings – Project has commenced
- 22) \$10,016 up on Teesdale Housing Improvements.



Rates

Variance shown is down 0.01% (\$190,255) after Annual Rates Notices Issued in August 2010.

**Shire Of Roebourne**  
**Statement Of Financial Activity**  
**for the period ending 31 August 2010**

**Note 1. Net Current Assets**

|   | Year To Date<br>Actual | Brought<br>Forward<br>1 August |
|---|------------------------|--------------------------------|
| Note  | \$                     | \$                             |
| <b>Current Assets</b>                                 |                        |                                |
| Cash and Cash Equivalents - Unrestricted              | 9,054,818              | 256,567                        |
| Net Trust Liabilities in Muni                         | (1,123)                | (0)                            |
| Trust - ATM Floats                                    | 139,709                | -                              |
| 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 61,763,927           | 57,163,625                     |
| Cash - Restricted Unspent Grants/Contributions        | 1 1,283,642            |                                |
| Cash - Restricted Unspent Loans                       | 1 942,220              |                                |
| Trade and Other Receivables                           | 3 11,081,201           | 5,261,716                      |
| Land held for Resale - Development Costs              | 217,625                |                                |
| Inventories   | 193,035                | 692,546                        |
| Total Current Assets                                  | 85,027,905             | 63,718,460                     |
| <b>Current Liabilities</b>                            |                        |                                |
| Trade and Other Payables                              | 1,300,995              | 6,210,829                      |
| Bank Overdraft  | 0                      | 0                              |
| Current Portion of Long Term Borrowings               | 1,356,659              | -                              |
| Current Portion of Provisions                         | 2,125,167              | -                              |
| Total Current Liabilities                             | 4,782,822              | 6,210,829                      |
| <b>Net Current Assets</b>                             | 80,245,083             | 57,507,631                     |
| <b>Plus (Minus) Items To Be Excluded</b>              |                        |                                |
| Take Out Reserve Funds                                | (61,763,927)           | (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                           | 1,356,659              |                                |
| <b>Net Current Asset Position</b>                     | 17,390,391             | (0)                            |
| 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 31 August 2010**

2) Reserves, Long Service Leave and Royalties for Regions (R4R - Leisure & Learning Precinct) are Cash Backed

3) Includes amounts invoiced for:

|                                     |         |
|-------------------------------------|---------|
| - BHP Billiton Iron Ore Pty Ltd     | 27,798  |
| - Bristow Helicopters               | 41,734  |
| - Carr Civil Contracting            | 279,329 |
| - Fortescue Metals Group Ltd        | 22,000  |
| - ISS Facility Services Resources   | 13,559  |
| - Instant Waste Management          | 36,808  |
| - Link Force Engineering            | 67,743  |
| - Lyons & Peirce                    | 174,968 |
| - McMahon Services - Metal Com      | 36,487  |
| - Main Roads Western Australia      | 335,071 |
| - Ocean to Outback Contracting      | 18,216  |
| - Pilbara Iron Services             | 22,480  |
| - Pilbara Regional Council          | 38,500  |
| - Transpacific Cleanaway            | 302,889 |
| - Transpacific Industrial Solutions | 44,763  |
| - Virgin Blue Airlines Pty Ltd      | 261,123 |
| - Woodside Burrup Pty Ltd           | 33,000  |
| - Woodside Energy Ltd               | 103,029 |

Total Trade and Other Receivables (incl above) 3,313,911

Total Rates Debtors Outstanding 7,767,290

|                                 | 2010<br>July<br>\$000's | 2010<br>August<br>\$000's | Change<br>% |
|---------------------------------|-------------------------|---------------------------|-------------|
| <b>Non Rate Debtors</b>         |                         |                           |             |
| Current                         | 1,159,003               | 2,482,995                 | 214%        |
| > 30 Days                       | 3,603,912               | 738,604                   | 20%         |
| > 60 Days                       | 87,120                  | 366,215                   | 420%        |
| > 90 Days                       | 516,686                 | 213,591                   | 41%         |
| <b>Total</b>                    | <b>5,366,720</b>        | <b>3,801,405</b>          | <b>71%</b>  |
| <b>Rates/Sanitation Debtors</b> |                         |                           |             |
| <b>Total</b>                    | <b>22,115,600</b>       | <b>7,783,068</b>          | <b>35%</b>  |

## **Shire Of Roebourne**

### **Balance Sheet**

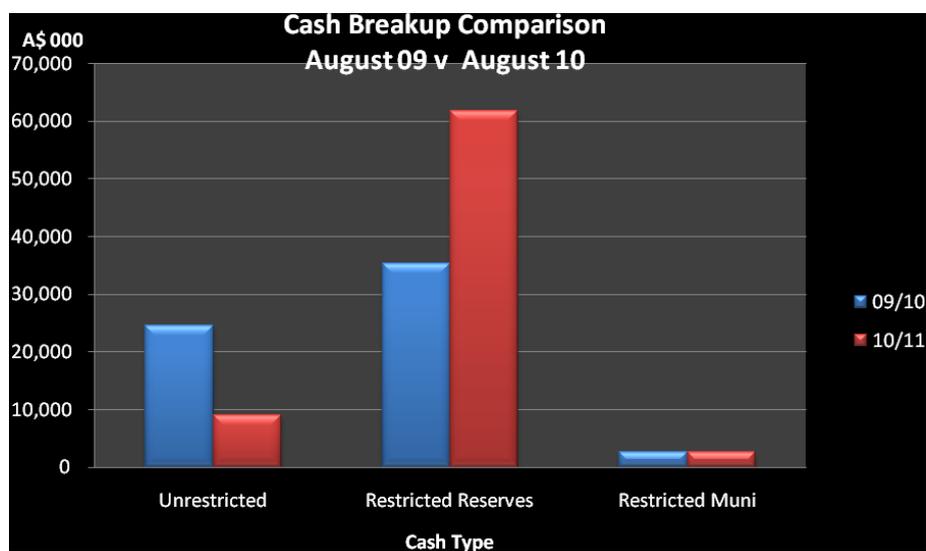
**for the period ending 31 August 2010**

| <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       | 11,190,890                |
| Cash and Cash Equivalents - Restricted (Trust) | 1,236,854                 |
| Cash and Cash Equivalents - Restricted         | 62,107,934                |
| Trade and Other Receivables                    | 11,171,731                |
| Inventories                                    | <u>410,660</u>            |
| <b>Total Current Assets</b>                    | <b>86,207,860</b>         |
| <b>Non Current Assets</b>                      |                           |
| Trade and Other Receivables                    | 97,332                    |
| Infrastructure                                 | 64,359,346                |
| Property, Plant And Equipment                  | <u>75,172,773</u>         |
| <b>Total Non Current Assets</b>                | <b>139,629,451</b>        |
| <b>Total Assets</b>                            | <b><u>225,837,311</u></b> |
| <b>Current Liabilities</b>                     |                           |
| Bank Overdrafts                                | 0                         |
| Trade and Other Payables                       | 1,300,995                 |
| Trust Liabilities                              | 1,089,425                 |
| Short Term Borrowings                          | 1,356,659                 |
| Short Term Provisions                          | <u>2,125,167</u>          |
| <b>Total Current Liabilities</b>               | <b>5,872,247</b>          |
| <b>Non Current Liabilities</b>                 |                           |
| Long Term Borrowings                           | 16,367,024                |
| Long Term Provisions                           | <u>167,490</u>            |
| <b>Total Non Current Liabilities</b>           | <b>16,534,514</b>         |
| <b>Total Liabilities</b>                       | <b><u>22,406,761</u></b>  |
| <b>Net Assets</b>                              | <b><u>203,430,550</u></b> |
| <b>Equity</b>                                  |                           |
| Accumulated Surplus                            | 129,985,614               |
| Asset Revaluation Reserve                      | 11,681,010                |
| Reserves                                       | <u>61,763,927</u>         |
| <b>Total Equity</b>                            | <b><u>203,430,550</u></b> |

**Shire Of Roebourne**  
**Statement Of Financial Activity**  
**for the period ending 31 August 2010**

**Note 3: Cash and Cash Equivalents**

|                                 | \$                |
|---------------------------------|-------------------|
| <b>Municipal Fund Bank</b>      |                   |
| Cash On Hand                    | 89,790            |
| Westpac on call                 | 980,836           |
| Term deposits – Westpac / WATC  | 11,446,909        |
|                                 | <u>12,517,535</u> |
| <b>Reserves Fund Bank</b>       |                   |
| Westpac on call & Term Deposits | 61,763,927        |
| Westpac -Maxi Reserve           | 344,007           |
|                                 | <u>62,107,934</u> |
| <b>Total Cash</b>               | <u>74,625,469</u> |



**Shire Of Roebourne**  
**Statement Of Financial Activity**  
**by Divisions by Activities**  
**for the period ending 31 August 2010**

**Note 4**

|  | 2010/2011<br>Budget | 2010/2011<br>Amended | 2010/2011<br>Year To Date<br>Amended<br>Budget | 2010/2011<br>Actual To<br>Date |
|--|---------------------|----------------------|--|--------------------------------|
|  | \$                  | \$                   | \$   | \$                             |
| <b>CORPORATE SERVICES</b>  |                     |                      |  |                                |
| Net (Cost) Revenue to Council for Rates                          | 18,303,399          | 18,303,399           | 18,133,740                                     | 17,980,098                     |
| Net (Cost) Revenue to Council for General Revenue                | 1,981,744           | 1,981,744            | 230,556  | 15,596                         |
| Net (Cost) Revenue to Council for Corporate Services             | 1,290,826           | 1,290,826            | 180,698  | 149,984                        |
| Net (Cost) Revenue to Council for Project Management             | (111,850)           | (111,850)            | (2,390)  | 0                              |
| Net (Cost) Revenue to Council for Information Services           | (536,389)           | (536,389)            | (163,888)                                      | (12,209)                       |
| Net (Cost) Revenue to Council for Television & Radio Services    | (19,690)            | (19,690)             | (3,678)  | (440)                          |
| Net (Cost) Revenue to Council for Members of Council             | (458,706)           | (458,706)            | (219,604)                                      | (207,486)                      |
| Net (Cost) Revenue to Council for Emergency Services             | 31,666              | 31,666               | 405  | 2,939                          |
| 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)          | (279,376)                                      | (27,181)                       |
| <b>COMMUNITY SERVICES</b>  |                     |                      |  |                                |
| Net (Cost) Revenue to Council for Cossack Art Awards             | (54,493)            | (54,493)             | 13,805   | (13,965)                       |
| Net (Cost) Revenue to Council for Tourism/Visitors Centres       | (499,139)           | (499,139)            | (79,856)                                       | (31,378)                       |
| Net (Cost) Revenue to Council for Aged Persons Housing           | (62,168)            | (62,168)             | (9,953)  | 803                            |
| Net (Cost) Revenue to Council for Youth Development              | (169,250)           | (169,250)            | (27,520)                                       | 3,447                          |
| Net (Cost) Revenue to Council for Other Culture                  | (163,919)           | (163,919)            | (21,448)                                       | (14,337)                       |
| Net (Cost) Revenue to Council for Community Development          | (848,311)           | (848,311)            | (152,217)                                      | (172,023)                      |
| Net (Cost) Revenue to Council for Walkington Theatre             | (354,777)           | (354,777)            | (61,796)                                       | 0                              |
| Net (Cost) Revenue to Council for Community Sponsorship          | (650,211)           | (669,211)            | (208,853)                                      | (40,979)                       |
| Net (Cost) Revenue to Council for Community Safety               | (419,905)           | (419,905)            | (226,533)                                      | (18,799)                       |
| Net (Cost) Revenue to Council for Daycare Centres                | (80,781)            | (80,781)             | (38,226)                                       | (8,196)                        |
| Net (Cost) Revenue to Council for Child Health Clinics           | (201,032)           | (201,032)            | (17,592)                                       | (12,198)                       |
| Net (Cost) Revenue to Council for Karratha Entertainment Centre  | (1,457,533)         | (1,457,533)          | (249,176)                                      | (170,086)                      |
| Net (Cost) Revenue to Council for Karratha Aquatic Centre        | (859,140)           | (859,140)            | (212,978)                                      | (132,756)                      |
| Net (Cost) Revenue to Council for Roebourne Aquatic Centre       | (186,505)           | (186,505)            | (134,452)                                      | (38,073)                       |
| Net (Cost) Revenue to Council for Libraries                      | (1,219,486)         | (1,219,486)          | (230,652)                                      | (163,288)                      |
| Net (Cost) Revenue to Council for Cossack Operations             | (494,211)           | (494,211)            | (120,402)                                      | (75,495)                       |
| Net (Cost) Revenue to Council for Ovals & Hardcourts             | 376,147             | 376,147              | (349,076)                                      | (168,732)                      |
| Net (Cost) Revenue to Council for Karratha Bowling & Golf        | (352,745)           | (352,745)            | (65,233)                                       | (73,610)                       |
| Net (Cost) Revenue to Council for Pavilions & Halls              | (721,670)           | (721,670)            | (323,413)                                      | (362,939)                      |
| Net (Cost) Revenue to Council for Recreation Projects            | (2,417,762)         | (2,417,762)          | (137,118)                                      | (185,045)                      |
| Net (Cost) Revenue to Council for Playgrounds                    | (254,434)           | (254,434)            | (309,240)                                      | (133,985)                      |
| Net (Cost) Revenue to Council for Medical Services               | (105,930)           | (105,930)            | (18,121)                                       | (1,633)                        |
| Net (Cost) Revenue to Council for Other Buildings                | (288,353)           | (288,353)            | (51,902)                                       | (14,831)                       |
| Net (Cost) Revenue to Council for Karratha Youth Centre          | 0                   | 0                    | (12,500)                                       | (225)                          |
| Net (Cost) Revenue to Council for Leisure & Learning Precinct    | 259,975             | 259,975              | (40,338)                                       | (1,663)                        |
| Net (Cost) Revenue to Council for Economic Development           | (228,838)           | (228,838)            | (49,929)                                       | 0                              |

|   |             |             |           |           |
|---|-------------|-------------|-----------|-----------|
| Net (Cost) Revenue to Council for Ranger Services | (1,399,565) | (1,399,565) | (272,409) | (219,202) |
| Net (Cost) Revenue to Council for Camping Grounds | 30,090      | 30,090      | 34,700    | 184,897   |

**Shire Of Roebourne**  
**Statement Of Financial Activity (con't)**  
**by Divisions by Activities**  
**for the period ending 31 August 2010**

|  | 2010/2011<br>Budget | 2010/2011<br>Amended | 2010/2011<br>Year To Date<br>Amended<br>Budget | 2010/2011<br>Actual To<br>Date |
|--|---------------------|----------------------|--|--------------------------------|
|  | \$                  | \$                   | \$   | \$                             |
| <b>DEVELOPMENT SERVICES</b>                                      |                     |                      |  |                                |
| Net (Cost) Revenue to Council for Building Control               | 399,417             | 399,417              | 68,207   | 45,077                         |
| Net (Cost) Revenue to Council for Health Services                | (565,612)           | (565,612)            | (87,436)                                       | (92,061)                       |
| Net (Cost) Revenue to Council for Town Planning                  | (1,297,372)         | (1,297,372)          | (209,767)                                      | (132,900)                      |
| <b>TECHNICAL SERVICES</b>  |                     |                      |  |                                |
| Net (Cost) Revenue to Council for Staff Housing                  | (3,046,529)         | (3,046,529)          | (813,930)                                      | 689,243                        |
| Net (Cost) Revenue to Council for Waste Collection               | (1,208,429)         | (1,208,429)          | 1,008,366                                      | 1,466,250                      |
| Net (Cost) Revenue to Council for Landfill Operations            | 2,954,795           | 2,954,231            | 785,822  | 484,664                        |
| Net (Cost) Revenue to Council for Public Services Overheads      | 0                   | 0                    | (16,828)                                       | 137,234                        |
| Net (Cost) Revenue to Council for Waste Overheads                | 0                   | 0                    | (1,697)  | 204,577                        |
| Net (Cost) Revenue to Council for Depots                         | (287,186)           | (287,186)            | (48,730)                                       | (69,082)                       |
| Net (Cost) Revenue to Council for Vehicles & Plant               | 2,872,365           | 2,872,365            | (155,683)                                      | (150,209)                      |
| Net (Cost) Revenue to Council for Roads & Streets                | (3,707,301)         | (3,707,301)          | (471,701)                                      | 224,380                        |
| Net (Cost) Revenue to Council for Parks & Gardens                | (2,325,140)         | (2,325,140)          | (556,751)                                      | (163,230)                      |
| Net (Cost) Revenue to Council for Drainage                       | (285,843)           | (285,843)            | (49,308)                                       | (24,182)                       |
| Net (Cost) Revenue to Council for Footpaths & Bike Paths         | (417,805)           | (417,805)            | (125,692)                                      | (15,914)                       |
| Net (Cost) Revenue to Council for Effluent Re-Use Scheme         | (543,975)           | (543,975)            | (175,330)                                      | (385,706)                      |
| Net (Cost) Revenue to Council for Cemeteries                     | (55,176)            | (55,176)             | (9,952)  | (4,979)                        |
| Net (Cost) Revenue to Council for Public Toilets                 | (436,010)           | (436,010)            | (143,967)                                      | (89,467)                       |
| Net (Cost) Revenue to Council for Beaches, Boat Ramps, Jetties   | (91,007)            | (91,007)             | (98,506)                                       | (2,983)                        |
| 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)          | (298,246)                                      | (180,085)                      |
| Net (Cost) Revenue to Council for Private Works & Reinstatements | 1,589               | 1,589                | 264  | (777)                          |
| Net (Cost) Revenue to Council for Works Overheads                | 0                   | 0                    | (171,104)                                      | 259,729                        |
| Net (Cost) Revenue to Council for Parks & Gardens Overheads      | 0                   | 0                    | (16,304)                                       | 176,669                        |
| Net (Cost) Revenue to Council for Karratha Airport               | 3,734,595           | 3,734,595            | 339,325  | (94,313)                       |
| Net (Cost) Revenue to Council for Tien Tsin Inne                 | 375,284             | 375,284              | 28,156   | 55,275                         |
| Net (Cost) Revenue to Council for Other Airports                 | (17,011)            | (17,011)             | (2,852)  | (756)                          |
| Net (Cost) Revenue to Council for Tech Services                  | 248,784             | 248,784              | 82,005   | (561,271)                      |
| Net (Cost) Revenue to Council for Tech Services Overheads        | (624,784)           | (624,784)            | (112,121)                                      | (128,908)                      |

## **11 COMMUNITY SERVICES**

### **11.1 BULGARRA SPORTING PRECINCT RESERVE RATIONALISATION**

|                                |   |
|--------------------------------|---|
| <b>File No:</b>                | <b>PK.2</b>   |
| <b>Attachment(s)</b>           | <b>1. Existing Reserve Boundaries at Bulgarra Sporting Precinct</b><br><b>2. Provisional Master Plan for the Bulgarra Sporting Precinct</b><br><b>3. Part of survey by Whelans showing new lot boundaries covering proposed Reserve 32320</b> |
| <b>Responsible Officer:</b>    | <b>Chief Executive Officer</b>  |
| <b>Author Name:</b>            | <b>Project Manager</b>  |
| <b>Disclosure of Interest:</b> | <b>Nil</b>  |

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#### **REPORT PURPOSE**

To inform Council of the outcome of investigations into the rationalisation of the Bulgarra Sporting Precinct and seek authorisation to proceed with the appropriate applications to implement the proposed boundary changes.

#### **BACKGROUND**

At the meeting of Council held on the 21 September 2009, it was resolved, in part:

##### **Resolution 14806**

- 1. NOTES that action has been implemented to investigate the rationalisation of Reserve Boundaries of the Bulgarra Sporting Precinct and that a further report on the issue will be tabled for consideration when the survey and recommendations have been completed.**

Subsequent to that resolution, Whelans were engaged to undertake the necessary surveys to amalgamate all of the various lots or parts of lots that comprise the Bulgarra Sporting Precinct and to then subdivide that lot into two Reserves. The eastern reserve would encompass all of the improvements and proposed improvements on Bulgarra Oval and the western reserve would comprise the balance.

In order to determine the various issues that needed to be addressed in seeking the reserve rationalisation, Mike Allen Planning was engaged to hold discussions with the Department of Regional Development and Lands and the Department of Education. The report, included in full in the next section, indicates a positive outcome.

The costs associated with the engagement of Whelans to undertake the survey and Mike Allen Planning to undertake the investigations have been met from the Bulgarra Oval Master Plan project budget allocations.

#### **REPORT**

The Bulgarra Sporting Precinct (the Precinct) occupies land bordered by Searipple Road to the north-west, Hunt Way to the south and drainage reserves to the north, west and east.

The major part of the Precinct is located on Reserve 32320 which is vested jointly in the Shire of Roebourne and the Minister for Education as a reserve for “Recreation and Playing Fields”. The vesting occurred in 1973.

The improvements on Reserve 32320 include the Karratha Entertainment Centre (KEC) at the western end, the main floodlit oval at the eastern end, tennis, netball and basketball courts in the centre, and change rooms.

The Karratha High School and Bulgarra Primary School, which lie immediately to the west of the Precinct, use the oval at the western end of the Precinct as playing fields, to supplement the facilities within the school sites.

Significant reticulation has also been installed covering the grassed areas.

In the north-western part of the Precinct, the Karratha Sporting and Recreation Club Inc occupies Reserve 33518, which is vested in the Shire of Roebourne for the purpose of “Club and Club Premises”. The Karratha Sporting and Recreation Club Inc has a 21 year lease on the buildings, expiring in December 2024.

In the far north-western portion of the Precinct, the Karratha Child Care Centre occupies part of Reserve 32335, vested in the Shire of Roebourne for the purposes of “Parklands, Recreation and Drainage”.

Parts of the Precinct also occupy Reserve 32335 on the north and east sides, and a portion of the KEC building intrudes into that Reserve on the western side.

The attached plan (attachment 1) shows the proposed reserve boundary in red, which equates to the current fenced boundary of the Precinct, while the mauve line shows where the current reserve boundaries are at variance to the proposed boundary, and shows the relationship of Reserve 33518 to Reserve 32320.

#### **The purpose of the rationalisation**

The development of the Precinct over time has seen the encroachment of recreation and other uses into adjoining drainage reserves, even though the drainage reserves are set aside for “recreation” and “parklands”. The uses associated with the Precinct (the Sporting Club and Child Care Centre) should be rationalised into one reserve.

Rationalisation is also related to the establishment of the Karratha Education, Leisure and Training (KELT) Precinct on Dampier Road, to which a number of the facilities currently within the western portion of the Sporting Precinct will be relocated over time, leaving that portion available for alternative uses.

#### **Consultation**

Amendments to reserve boundaries are undertaken through an application to the Department of Regional Development and Lands. The major reserve at the Precinct is jointly vested with the Department of Education. Both departments have been consulted in the preparation of this report.

#### **Department of Education**

A meeting was held with the Department of Education on 27 August 2010 involving both the capital works and land development sections of the Department. The meeting confirmed that the primary school currently being built on the existing school site will be completed by October 2010, and will have its own oval. Therefore, there should be no need for primary school children to use the western portion of the Precinct.

The high school, which occupies the western portion of the overall school site, is scheduled to be relocated to its new site as part of the KELT Precinct in 2013. The original relocation timetable of February 2013 now looks likely to be the end of 2013, because of Native Title issues that have recently come to light.

This means the high school will still need to make use of the western portion of the Precinct until such time as the high school completes its relocation. Once the high school is relocated, apart from a 5 hectare site, the current school site will be surplus to the requirements of the Department of Education.

The Department indicated that a new joint use agreement for all the reserves in Karratha where schools make use of the facilities outside school sites is currently being drawn up.

As to the principle of the rationalisation of the reserves at the Precinct, the Department of Education had no objection to what was proposed as long as they were able to continue to use the western portion until the high school completed its relocation. The Department wants the rationalised Reserve to remain jointly vested for the time being, and indicated it would contribute 50% of any expenditure on that part of the reserve which the Department of Education would be using, as it has done to date.

#### **Department of Regional Development and Lands**

A meeting was held on 18 August 2010 with the State Land Services Section of the Department of Regional Development and Lands (DRDL), particularly the area concerned with the Pilbara Cities initiative, to determine whether there would be any difficulties in securing the proposed rationalisation of reserve boundaries.

The advice from DRDL was that the rationalisation could be easily achieved, given that the encroachment that has occurred over time is into another reserve that is vested in the Shire of Roebourne. The boundaries of Reserves 32320 and 32335 can be amended by a relatively simple administrative action.

Reserve 33518 is also vested in the Shire of Roebourne and will need to be incorporated into the new reserve.

The question was asked as to whether the encroachment would affect the effectiveness of the drainage reserve especially in the event of a significant rain (cyclonic) event. The advice provided is that this would not present a concern.

The Precinct is already built up above the drainage reserve on the northern and eastern sides in particular, and there is a swale drain on the western side adjacent to the KEC. The Infrastructure Services Directorate has checked the proposed revised boundaries of the reserve, and has not raised any concerns over any possible impact on the drainage reserve resulting from the rationalisation.

#### **Existing lessees**

The Karratha Sporting and Recreation Club's lease will need to be amended to reflect the new reserve arrangements, and to ensure that access to the club's premises is available through the new reserve. However, there will be no other impact on the club's operation. Similarly, the lease for the Child Care Centre will require amendment to reflect the rationalised reserve.

#### **Provisional Master Plan**

The Provisional Master Plan for the Bulgarra Sporting Precinct (attachment 2) is to be presented to Council for in principle agreement at its meeting on 18 October 2010.

The Provisional Master Plan shows the Sporting Precinct on one consolidated reserve. The proposed BMX track is currently within the drainage reserve (Reserve 32335), and access to the future car park is through existing Reserve 33518. The proposed alignment of the road linking Searipple Road and Hunt Way provides for a linkage across the Sporting Precinct.

#### **New Reserve boundaries**

Whelans surveyors were commissioned by the Shire of Roebourne to survey the new lot boundaries that would be used to make an application to the Department of Regional Development and Lands (State Land Services) to rationalise the existing reserve boundaries. The survey documents provide for two lots to be created, Lots 550 and 551, covering all of the land that is currently part of the Precinct (see attachment 3). To all intents, the survey boundary follows the existing fence line around the Precinct (the red line on attachment 1).

The line dividing Lot 550 and 551 provides a notional boundary between what will be the future extent of the Sporting Precinct (the eastern portion) and the balance that will become available over time for an alternative use.

The dividing line does not have to be fixed, as it is not necessary for the purposes of achieving the rationalisation of reserves. However, in its current location it does ensure both lots have constructed road frontage, which is necessary for subdivision approval. The dividing line does not correspond with the proposed road alignment on the Provisional Master Plan, but that is not a material consideration in terms of the rationalisation of the reserves as that dividing line can be amended and resurveyed at any time.

#### **Actions Required**

If Council supports the rationalisation of the reserve boundaries at the Bulgarra Sporting Precinct in light of the above advice, a formal application needs to be made to the Department of Regional Development and Lands seeking to rationalise the reserve boundaries through the amalgamation of one existing reserve with all or part of other reserves.

The survey documents already prepared by Whelans can be used as part of that application.

The Department of Education, on behalf of the Minister for Education, needs to be party to that application as it affects a reserve with joint vesting.

Advice from State Land Services is that the reserve description for the existing Reserve 32320, namely "Recreation and Playing Fields", would be suitable for the rationalised reserve.

It will be recommended that Council:

- Agrees to apply to the Department of Regional Development and Lands seeking to rationalise the boundaries of Reserve 32320 through the incorporation of Reserve 33518 and part of Reserve 32335, as indicated on the attached survey plan prepared by Whelans.
- Requests the Department of Education to be a party to the application.

## Issues

### **Bulgarra Sporting Precinct Master Plan**

During the period since the survey was completed, consideration has been given to the preparation of the Master Plan for the Bulgarra Sporting Precinct which will guide its future development and utilisation. The Master Plan is the subject of a separate report at this meeting.

It will be recommended that the outcome of the Bulgarra Sporting Precinct Master Plan form the basis of the creation of the future reserves at the Bulgarra Sporting Precinct and essentially be as follows:

***Bulgarra Oval Reserve:*** - incorporates all of the present and future improvements on the eastern and northern sections of the present Precinct which will include the Karratha Sporting & Recreation Club Inc and the Karratha Child Care Centre.

***Karratha Entertainment Centre Reserve:*** - incorporates the balance of the reserve which is earmarked for future urbanisation as proposed in City Growth Scheme Amendment 21.

### **Bulgarra Sporting Precinct Traffic Management Study**

GHD Pty Ltd has been engaged to undertake a traffic management study of the Bulgarra Sporting Precinct primarily to consider two aspects:

- a. The development of the Bulgarra Community Centre and its impact on parking requirements and location;
- b. The future loss of the developed hardstand vehicle parking associated with the Karratha Entertainment Centre and the Karratha Entertainment Centre Oval.

The study was predicated on the boundaries proposed under the original Whelans survey. In view of the development of the Bulgarra Sporting Precinct Master Plan, discussions have commenced to vary the Brief to include:

- the impact of the revised boundaries of the reserve;
- the retention of the Hunt Way parking area;
- the additional area for parking at the southern end of the reserve; and
- future parking allocation to the east of the Karratha Sporting & Recreation Club Inc.

With respect to the loss of the developed hardstand parking associated with the Karratha Entertainment Centre the intent is to prepare a proposed amendment to the Town Planning Scheme to require the future developer of the western section of the overall Bulgarra Sporting Precinct to replace the parking within the eastern reserve.

It will be recommended that the Traffic Management Study be completed taking the proposed Bulgarra Sporting Precinct Master Plan and the reserve rationalisation proposals into account.

### **Options**

Council has the following options available:

- 1 To take no action.
- 2 To defer any action until all issues related to the Bulgarra Sporting Precinct Master Plan have been resolved.

- 3 To endorse the recommendations made in this report which are to take pre-emptive action to resolve the issues relating to tenure at the earliest possible time.

**Policy implications**

Policy CS3 Bulgarra Sporting Precinct – Future Development as amended by Council at its meeting held on 17 August 2009 Resolution 14748.applies.

**Legislative implications**

The proposed rationalisation will comply with the provisions of the Land Administration Act 1997.

**Financial implications**

The expenditure is in accordance with the budget.

**Conclusion**

Council resolved in September 2009 to investigate the practicalities of rationalising the boundaries of the Bulgarra Sporting Precinct. The primary objective was to ensure that all improvements relating to the Bulgarra Oval both existing and planned were contained within one lot or reserve. The balance of the land would ultimately be available for urbanisation as proposed in City Growth Scheme Amendment 21

The development of the Bulgarra Sporting Precinct Master Plan, considered separately for endorsement on this Agenda, has now provided direction as to the future Council utilisation of the reserve as a whole.

Based on the Bulgarra Sporting Precinct Master Plan it will be recommended that pre-emptive action be taken to consolidate the various lots or portion of lots that comprise the Bulgarra Sporting Precinct and to subdivide them into two lots.

The most significant benefit to Council will be the ease of management of the proposed Bulgarra Oval Reserve and all of the developed assets on it.

**Voting Requirements**

Simple.

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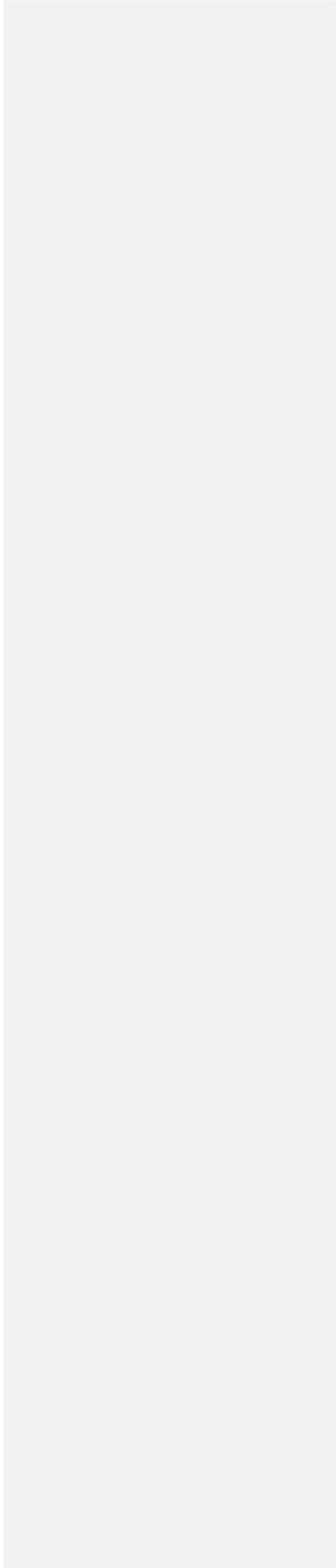
**RECOMMENDATION**

**That Council:**

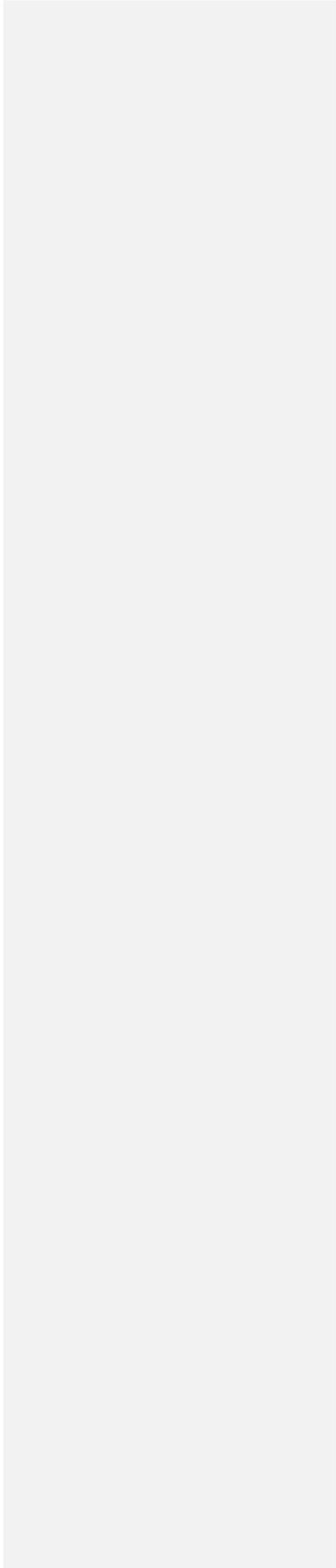
- 1 **Endorses the proposal to rationalise the boundaries of the Bulgarra Sporting Precinct into two separate reserves with the eastern reserve containing all of the improvements to be retained in the future and the western reserve containing all improvements which will be subject to urbanisation as proposed in City Growth Scheme Amendment 21 and as outlined in the Bulgarra Oval Master Plan in Attachment 2.**
- 2 **Authorises the Chief Executive Officer to proceed with an application to the Department of Regional Development and Lands to implement the rationalisation proposal.**
- 3 **Authorises the Chief Executive Officer to seek the endorsement of the Department of Education to the proposed reserve rationalisation and that their**

future use of the reserve is incorporated into the proposed new joint use agreement as outlined in the report from Mike Allen Planning.

- 4 Authorises the Chief Executive Officer to advise the existing leaseholders over portions of the Bulgarra Sporting Precinct that their tenure will not be affected and that Council will, in due course, arrange for all of the necessary amendments to existing lease agreements to reflect new Reserve information.



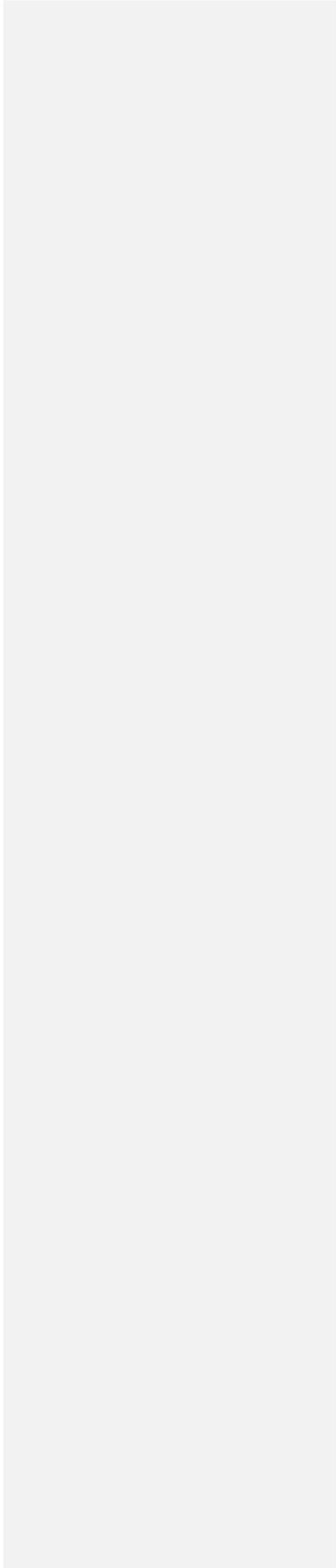
**ATTACHMENT 1 - EXISTING RESERVE BOUNDARIES AT BULGARRA SPORTING  
PRECINCT, SEE ATTACHED**



**ATTACHMENT 2 - PROVISIONAL MASTER PLAN FOR THE BULGARRA SPORTING  
PRECINCT, SEE ATTACHED**



**ATTACHMENT 3 - PART OF SURVEY PREPARED BY WHELANS SHOWING NEW LOT BOUNDARIES COVERING PROPOSED RESERVE 32320, SEE ATTACHED**



## 11.2 TOWN ENTRY STATEMENTS

**File No:**

**Attachment(s)**                    **CONFIDENTIAL – Town Entry Statement Concept designs and costings**

1.    **Current Shire of Roebourne Town Entry Statements**
2.    **Proposed Town Entry Statement Locations**

**Responsible Officer:**        **Chief Executive Officer**

**Author Name:**                **Community Safety Coordinator**

**Disclosure of Interest:**      **Nil**

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### **REPORT PURPOSE**

For Council to consider the options available for town entry statements and make a decision as to which option to move forward with.

### **Background**

In 2010/11 Council has budgeted for eleven (11) new town entry statements throughout the Shire. The entry statements are to be developed as a branding mechanism which promote that each town is part of the Shire of Roebourne and therefore, must have a level of consistency.

The Community Safety Coordinator approached three organisations to provide concept designs and costing.

See **Confidential Attachment 1** for concepts and costings.

Each town currently has some form of entry statement which Council may wish to demolish or update. The proposed new statements can be in addition to these but may be located nearby. See **Attachment 2** for current town entry statements.

Proposed Entry Statement Locations (see **Attachment 3** for mapped locations)

#### *Karratha*

1.    North West Coastal Highway, before Madigan Road
2.    Dampier Road, before Madigan Road
3.    Karratha Road, before Visitors Centre

#### *Dampier*

1.    Central Avenue, before Information Bay (*recommended*)  
      or
2.    Within the Information Bay area

#### *Roebourne*

1.    North West Coastal Highway, before Information Bay (north west entry from Karratha)
  2.    North West Coast Highway, near golf course (south east entry from Port Hedland)
-

*Cossack*

1. Cossack Road, near Roebourne - Point Samson Road (*recommended*)  
or
2. Cossack Road, near Vancouver St (near current entry statement)

*Wickham*

1. Wickham Drive, opposite current entry statement & Information Bay

*Point Samson*

1. Roebourne – Point Samson Road, opposite Information Bay

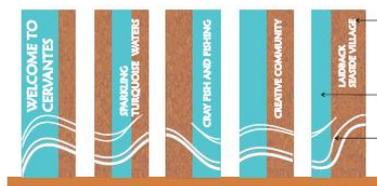
**Issues**

- Options 3, 4a, 4b, 5, 6 and combination option 5/6 will require that the Shire go through a tender process.
- The proposed locations do not have access to water therefore no landscaping will be possible.
- The third location for Roebourne (entrance from Wickham) was deemed as not necessary by the Roebourne Advisory Committee (RAC). The RAC recommend using the funds to build a new war memorial for Roebourne.
- The second location for Wickham (Hakea Drive) was deemed unnecessary due to the size and proximity to the main Wickham entry area.

**Options for design and location**

Council has the following options to choose from:

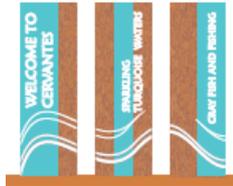
- Option 1a at all locations (refer to attachment)
- Option 1b at all locations (refer to attachment)
- Option 1c at all locations (refer to attachment)
- Option 2 at all locations (refer to attachment)
- Option 3 at all locations (refer to attachment)
- Option 4a at all locations (refer to attachment)
- Option 4b at all locations (refer to attachment)
- Option 5
  - The two main entries to the Shire (North West Coastal Highway, before Madigan Road and North West Coast Highway, near Roebourne Golf Course) will have a five blade combination as per example in Option 5.



- The remaining locations will have a single blade sign as per Cervantes example in Option 5.



- Option 5/6 Combination
  - The two main entries to the Shire (North West Coastal Highway, before Madigan Road and North West Coast Highway, near Roebourne Golf Course) will have a three blade combination as per Cervantes example in Option 5. These will be designed to compliment the design of Option 6.



- The remaining locations will have Option 6.

- Option 6 at all locations



It is the Officers opinion that a combination of Option 5 and 6 erected at the recommended sites will deliver town entry statements that are in keeping with the landscape of the region with distinct types of rocks, materials and colours from the Shire of Roebourne displayed evoking a connection to country.

#### Options

Council has the following options available:

1. To endorse the recommended options for proposed locations for town entry statements; and endorse Option 5/6 Combination as itemised.  
Or
2. To amend the options and locations.  
Or

3. To not endorse the options.

**Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

Section 3.57 of the Local Government Act 1995 and 'Part 4' of Local Government (Functions and General) Regulations 1996 is applicable to this matter.

**Financial Implications**

Indicative costing for scope of works falls within budget.

**Conclusion**

In the Strategic Plan 2009 – 2013, Council stated that one of its objectives was to create aesthetically attractive and vibrant towns. One of the initiatives to achieve this was to design and construct entry statements for each town.

The installation of town entry statements is a priority for 2009/2010 and it is imperative that a decision be made on which concept to move forward with so that the project can be finalised in a timely fashion.

**Voting Requirements**

Simple.

---

**RECOMMENDATION**

**That Council:**

1. **Endorse proposed locations for town entry statements.**
2. **Endorse the Option 5/6 Combination.**
3. **Delegate authority to the Chief Executive Officer to call for tenders for the design and installation of town entry statements.**

**ATTACHMENT 1 – CURRENT SHIRE OF ROEBOURNE TOWN ENTRY STATEMENTS**

**DAMPIER**



*Town Entry Statements – Attachment 2*

*Page 1 of 9*



## KARRATHA





## ROEBOURNE



## COSSACK





Town Entry Statements – Attachment 2

Dana 7 of 9

## WICKHAM

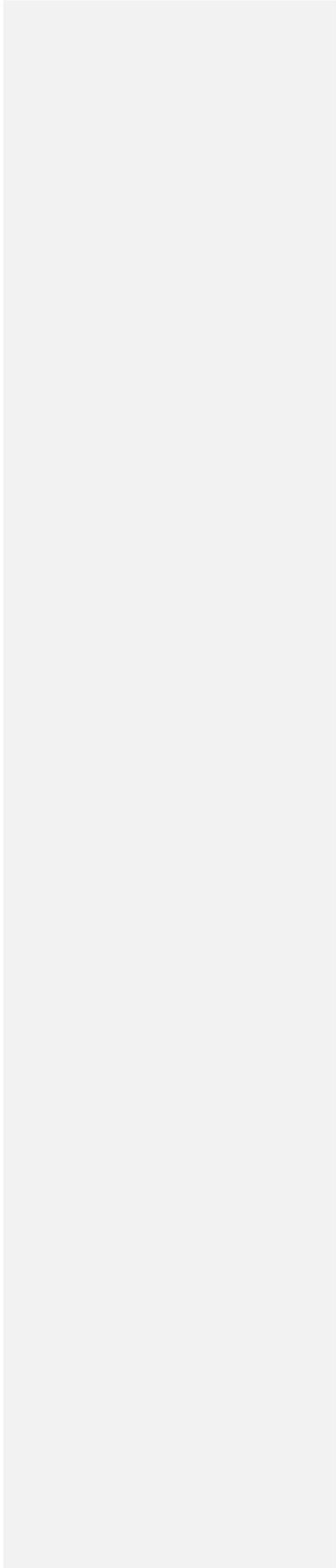


Town Entry Statements – Attachment 2

Page 8 of 9

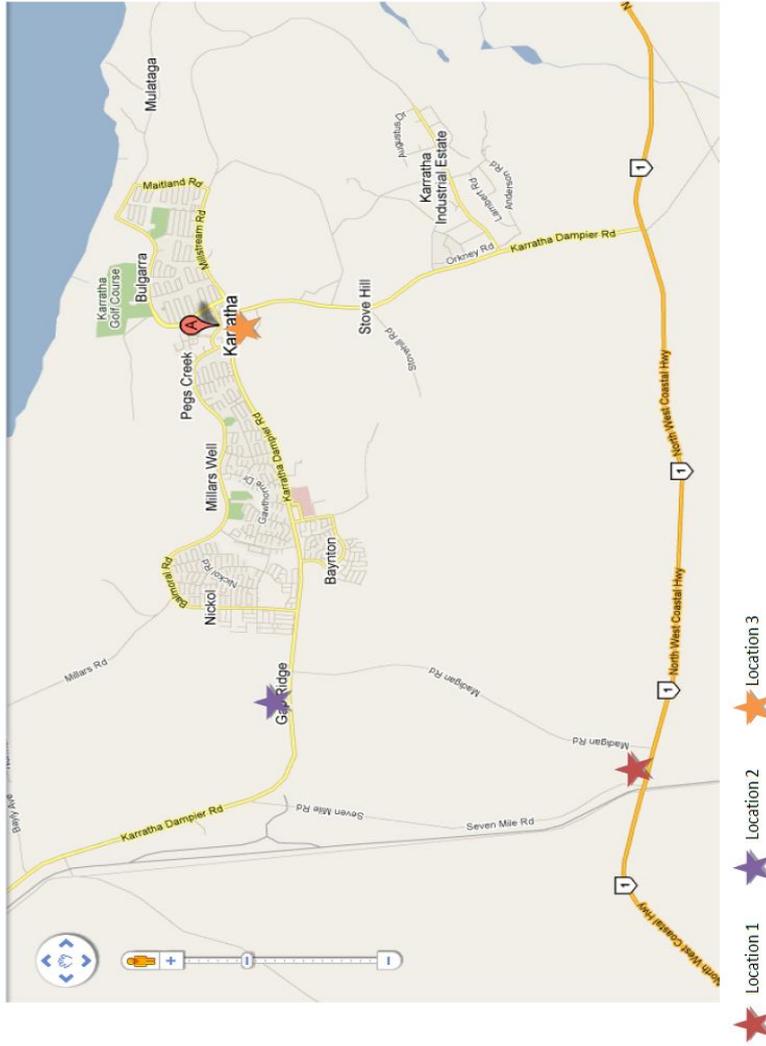
## POINT SAMSON



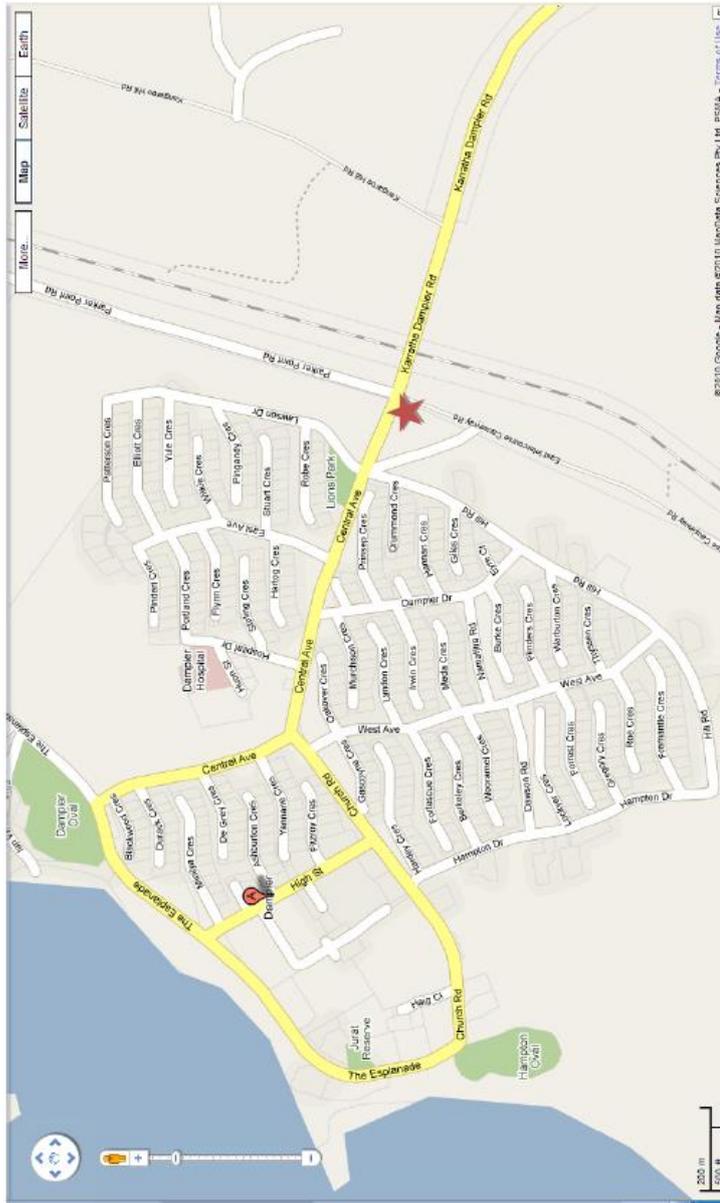


**ATTACHMENT 2 – PROPOSED TOWN ENTRY STATEMENT LOCATIONS**

**KARRATHA**



DAMPIER

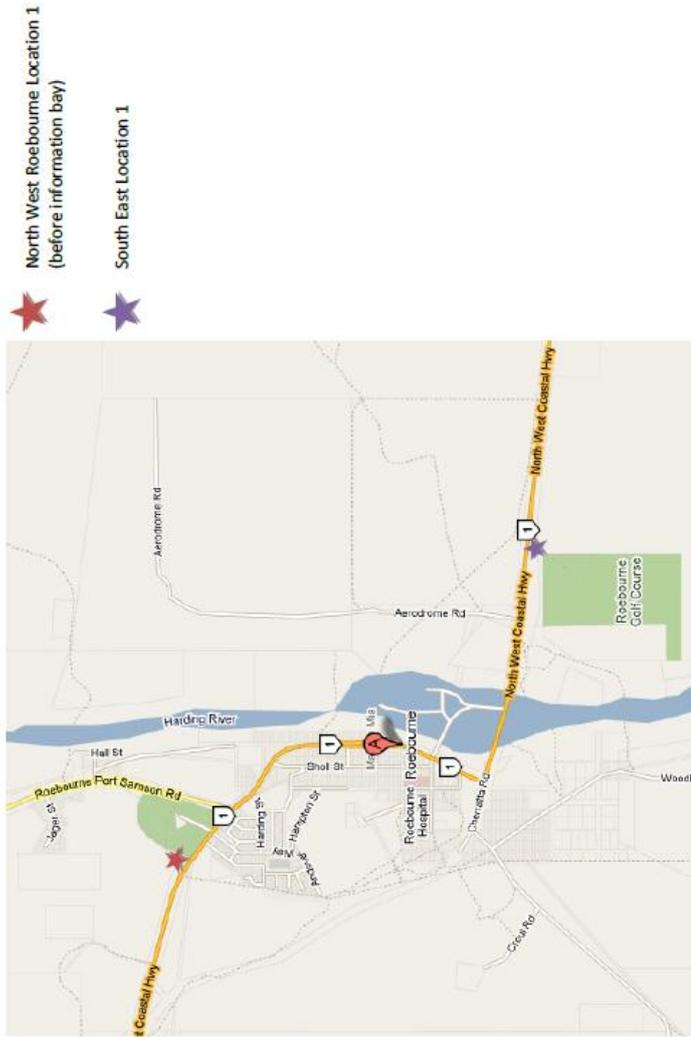


Location 1

Town Entry Statements – Attachment 3

Page 2 of 6

**ROEBOURNE**

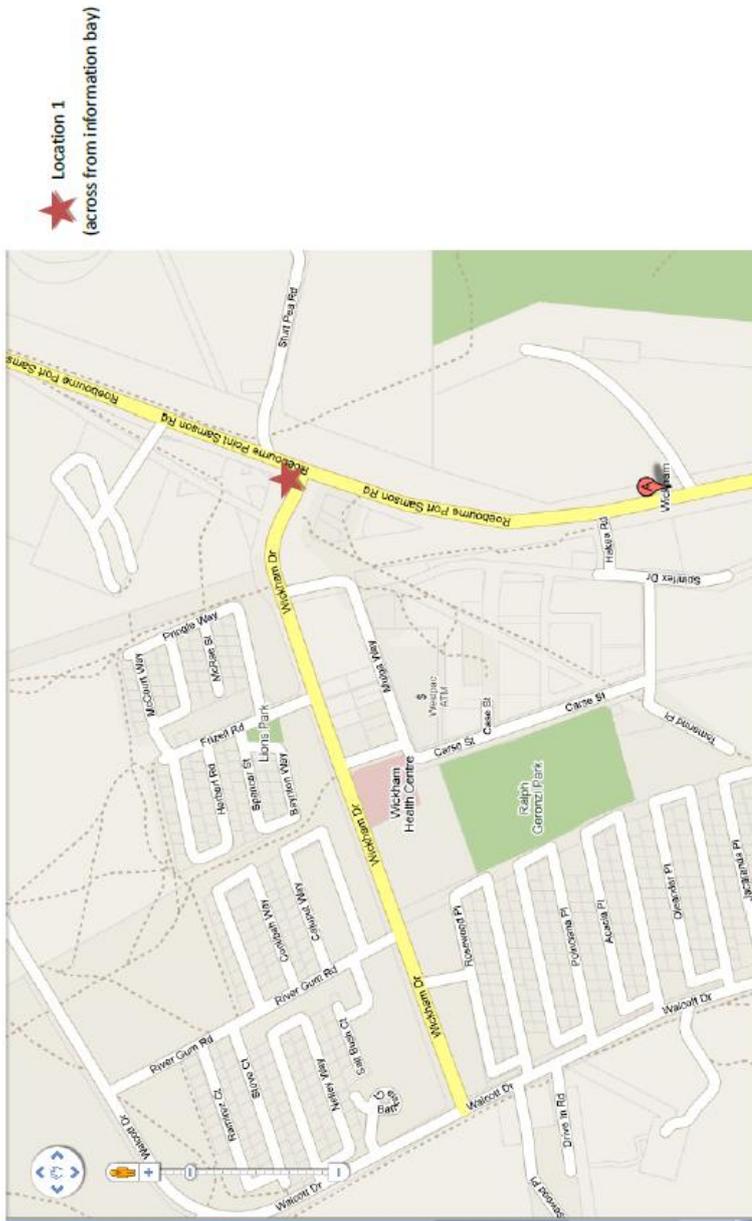


**COSSACK**

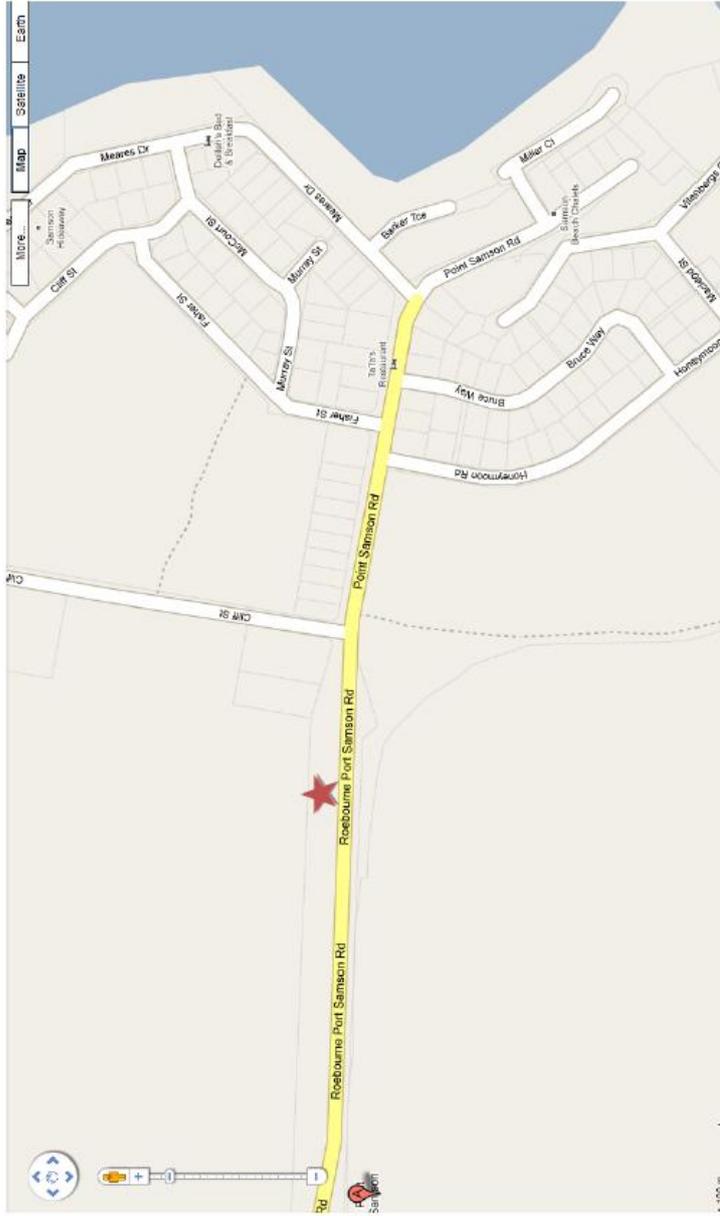


**★ Location Option 1**   **★ Location Option 2 (current entry statement location)**

WICKHAM



POINT SAMSON



★ Location 1 (before in formation bay)

Town Entry Statements – Attachment 3

Page 5 of 6

### 11.3 BULGARRA OVAL MASTER PLAN

**File No:**

**Attachment(s)**                      **Master Plan Layout**

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

**Author Name:**                      **Manager Community Facilities**

**Disclosure of Interest:**          **Nil**

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#### **REPORT PURPOSE**

To advise Council of the current status of the preparation of the Bulgarra Sporting Precinct Master Plan and to seek agreement in principal to proceed with its completion.

#### **Background**

The development of a Master Plan to guide the future development of the Bulgarra Sporting Precinct has been the subject of several reports to Council with those most germane to the current iteration being set out below.

A report was submitted to the meeting of Council held on 17 August 2009 which detailed the outcome of a study undertaken by CCS Strategic Management. The report outlined several recommended actions to be implemented which were:

1. **Further develop the Karratha Learning and Leisure Precinct (KLLP).**  
The Department of Education and Training have appointed an architect to commence the master planning for this site. Shire staff are involved in this process and the draft facility design brief endorsed by Council at its June 2008 Council meeting is the basis for the community facility component of the KLLP Master Plan.
2. **Re-development of Community Facility at Hunt Way Pavilion**  
Upgrade and refurbish components of the existing change rooms and construct additional kitchen, kiosk, toilet and community space available as club room, meeting and programmable space. The Shire has received confirmation of \$936,056 funding through the CSRFF through the Department of Sport and Recreation towards construction of the facility, with the funds split over the 2010/2011 and 2011/2012 financial years. To progress the detailed design and documentation in preparation for tender to construct in the 2010/2011 financial year, \$100,000.00 has been budgeted within the 2009/2010 Draft budget.
3. **Permanent Set up for diamond sports**  
Shire staff are preparing an application for the CSRFF small grants (new category) to progress.
4. **Sports Lighting Upgrade and Power Upgrade**  
Funds have been allocated in the draft 2009/2010 Budget to undertake the detailed electrical audit and design to implement the plan.

**5. Playground**

Funds have been listed in the draft 2009/2010 Budget to develop the playground as part of the overall playground policy and capital replacement program for the Shire

**6. Car Parking** and access to reserve/improved linkages between residential cells.

The outcome of the Karratha Learning and Leisure Precinct development will determine the next stage of development at the Bulgarra Sporting Precinct. The replacement of the netball/basketball courts and tennis courts are a prerequisite for the development of the access road and car park. Further planning will be required on the facilities and additional recommendations once the design of the KLLP precinct is fully determined and Council has committed to progress.

**Council Resolution 14748:**

***That Council endorses the Bulgarra Sporting Precinct Master Plan and progress the recommendations.***

At its meeting held on 19 October 2009, Council was advised in Item 10.1.1 as follows:

**Bulgarra Oval Master Plan**

Having regard to the scope of works being considered, both capital and maintenance, at Bulgarra Oval and the need to site the Bulgarra Community Centre and softball diamonds, a working group has been formed to prepare an updated site plan for adoption by Council in due course. This will present an update of the notional plan included in the Bulgarra Sporting Precinct Master Plan Report and will have a current implementation programme and cost scenarios.

This updated plan will be submitted to Council for endorsement at March 2010 meeting.

**Council Resolution 14849, in part:**

- (3) ***NOTES an updated site plan for Bulgarra Oval is currently being prepared which will take into account all of the proposed capital and maintenance works and further NOTES this report will tabled for consideration and adoption at the December meeting of Council. (Should have read March 2010.)***

At its meeting held on 15 March 2010 Council was advised in Item 9.2.1 as follows:

***Bulgarra Oval Master Plan***

*The October report called for the Bulgarra Oval Master Plan to be tabled to the March meeting of Council. However the key to locating many of the improvements has been the final siting of the Bulgarra Community Centre which has only recently been approved. This is particularly the case with the permanent location of the softball diamonds and associated infrastructure including floodlighting.*

Council is advised that this report will now be tabled for consideration at the April meeting.

**Council Resolution 15029, in part:**

- (4) ***NOTES the tabling of the Bulgarra Oval Master Plan report scheduled for the March 2010 meeting of Council has been deferred to the April 2010 meeting due to issues relating to the siting of the Bulgarra Community Centre delaying its completion.***

In the period since the March meeting of Council the procurement methodology of the Bulgarra Community Centre has changed along with the final design of electrical layouts, softball diamond permanent locations and the positioning of floodlighting.

The outcome has been that some radical changes were required in order to accommodate the envisaged facilities. The K2020 Projects Project Control Group has been informed on a regular basis of the development of the Master Plan.

**Current status**

**Retention of Tennis Courts**

The original scope called for the tennis facilities to be relocated to the proposed Karratha Leisure Centre site. Officers have considered costs and space in relocating facilities to the Tafe site, the initial basis and reasoning on relocating the facilities, and ability for Tennis facilities to remain on site. Following this, officers have concluded the tennis facilities can and should remain at its current location as proposed, and an upgrade of lighting infrastructure and club facilities is required in the future. Retaining tennis facilities on site will add to the sporting hub at the eastern end of Karratha.

**Storage Facilities**

Design and location of storage facilities have been identified by staff. The choice of materials and the positioning on reserve will minimise maintenance and affect on playing surfaces. The location of the storage facilities are on the south west corner of the reserve, allowing space and ease for vehicle access. Location of the storage units has undergone both internal and external consultation, with several internal departments locating a site which is logical for all parties and provides ease of use for community groups. The storage facilities are to be Sea Containers pinned to a concrete slab and cyclone rated. The containers will be placed flushed together in a row of eight and a simple skillion roof place over the top. The storage facilities will have basic services including low level security lighting. The facility is designed to appear more as a shed rather than Sea Containers. Art work on the Containers (i.e Club logo's/colours or youth projects) is an option in the future.

**Relocation of access road**

The proposed Centralized Access Road has been relocated to take into account the final location of the Bulgarra Community Centre and the retention of the tennis facilities. This is fully articulated in the report on the Bulgarra Sporting Precinct Reserve Rationalisation.

**Central POS for future playground**

Shire officers have identified an opportunity to add value to the site through additional passive open space. Following the relocation of Karratha Netball Courts to the new Karratha Leisure Complex, officers have identified a potential developer contribution regarding developing a linkage of public open space to the wider open space and playing fields and eventually relocating Playground equipment currently located at the southern end to this new location and again value adding to infrastructure.

**Impact on Karratha Sporting & Recreation Club Inc**

Likewise with the Central Public Open Space (POS), officers have identified additional developer contribution to provide a replacement of car parking currently utilised for the Karratha Entertainment Centre and Karratha Sporting & Recreation Club. This additional parking would be provided to the east of the Karratha Sporting & Recreation Club, and Shire Officers anticipate working with the Karratha Sporting & Recreation Club to create a new eastern entrance off the proposed carpark, again and value and atmosphere to the whole site.

**Existing Changeroom Upgrade**

Under revised scope for the Bulgarra Community Centre, the need to retain the existing infrastructure has arisen. The current change rooms are extremely run down and in dire need of repair. Officers have identified the opportunity to restore the facility to its original 4 change room status providing wider opportunities for all sports on site. The upgrade will include the following:

- 2 male changerooms
- 2 female changerooms
- 2 disable changeroom/toilets
- 1 female public toilet
- 1 male public toilet
- Umpires changerooms
- First aid room

### Issues

#### Reserve Rationalisation

Council's attention is drawn to this item which addresses the issue of the rationalisation of the lots making up the Bulgarra Sporting Precinct.

In particular that report has recommended that action be initiated to proceed with the boundary rationalisation based on the layout of the Master Plan in this report.

#### Traffic Management and Parking

The Traffic Management and Vehicle Parking study being undertaken by GHD (upon adoption in principal of this Master Plan) will be amended to take into account the changes particularly with respect to the proposed road connecting Hunt Way to Searipple Road and the reorientation of future parking for the Karratha Sporting & Recreation Club Inc.

The outcome will be fed into the final Bulgarra Sporting Precinct Master Plan and provide a costed staged programme for future enhanced vehicle parking.

#### Development Programme and Budgeted Amounts

| Item                        | Completion Date | Budgeted Amount    |
|-----------------------------|-----------------|--------------------|
| Storage                     | Dec 2010        | \$50,000           |
| Permanent Softball Diamonds | March 2011      | \$900,000          |
| Change room Upgrade         | April 2011      | \$200,000          |
| Electrical Upgrade          | March 2011      | \$1,031,000        |
| Playground Replacement      | April 2011      | \$80,000           |
| Bulgarra Community Centre   | March 2012      | \$6,200,000        |
| <b>TOTAL</b>                |                 | <b>\$8,460,000</b> |

### Consultation

#### User Groups

A consultation meeting was held on 9 September 2010, in which the following groups attended:

- Karratha Falcons Snr Football Club
- Karratha Falcons Jnr Football Club
- Karratha Little Athletics
- West Pilbara Softball Association
- Karratha Touch Association

- **Broncos Rugby League**

All user groups were provided with a site layout, and officers explained items detailed in this report, namely location and design of storage facilities, the upgrade of existing facilities and the provision of new facilities. Following this, all user groups were emailed the master plan and asked for commentary back.

All feedback from the meeting and emails has been positive, with user groups pleased with the location of storage, new location for Community Centre and location of softball diamonds. Officers are continuing to receive correspondence from clubs.

**Bulgarra Community Centre Project Control Group**

The Bulgarra Community Centre Project Control Group endorsed the Master Plan on 7 September 2010.

**Options**

Council has the following options available:

1. Approve the revised Bulgarra Oval Master Plan and advise officers to proceed with implementation
2. Reject revised Bulgarra Oval Master Plan and advise officers on direction Council wishes to adopt.

**Policy implications**

Policy number CS.3 titled Bulgarra Oval Future Developments is relevant to this matter.

**Legislative implications**

There are no relevant legislative implications pertaining to this matter.

**Financial implications**

The expenditure is in accordance with the budget.

**Conclusion**

The Bulgarra Oval Master Plan has undergone several changes to layout, notably the position of Community Centre, orientation of softball diamonds and retention of tennis facilities, and the final result is a precinct which is operationally sound, logical and creates opportunities for all community groups.

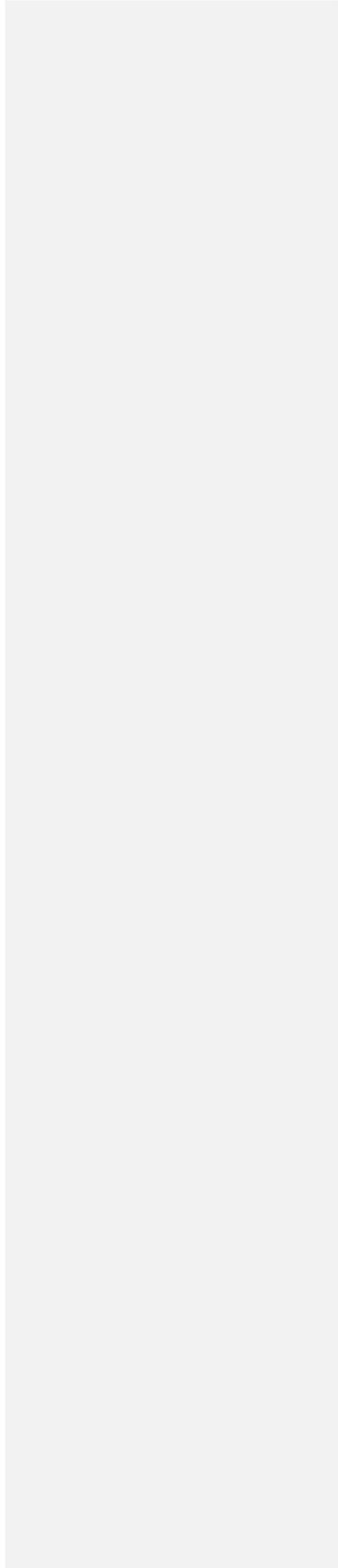
**Voting requirements**

Simple.

---

**RECOMMENDATION**

**That Council approve the revised Bulgarra Oval Master Plan and advise officers to proceed with implementation.**



**ATTACHMENT 1 – MASTERPLAN, SEE ATTACHED**



#### 11.4 2011/12 COMMUNITY SPORT AND RECREATION FACILITIES FUND APPLICATIONS

**File No:** GS.39  
**Attachment(s)** Nickol Soccer Club Supporting Documents  
**Responsible Officer:** Director Community And Corporate Services  
**Author Name:** Manager Community Facilities  
**Disclosure of Interest:** Nil

---

##### REPORT PURPOSE

To consider ~~two (2)~~ applications ~~forte~~ the State Government 2011 – 2012 Community Sports and Recreation Facilities Fund.

##### Background

The State Government through the Department of Sport and Recreation Community Sport and Recreation Facilities Fund (CSRFF) provide funding to community organisations and local governments to develop sport and recreation infrastructure whereby up to one third of the project cost may be applied for.

The CSRFF guidelines now allow for applications to request up to 50% of the total project cost as a development bonus. The development bonus is assessed against the following criteria:

- Location – Regional, Remote or Growth areas
- Co-location of sports and facilities
- Sustainability Initiatives – Water Saving, Energy Reduction etc.
- Increased Participation – New users, increased participation from existing users, special interest groups participation etc.

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As part of the application process, all applications must be endorsed and prioritised by the Local Government Authority prior to being forwarded to the Department of Sport and Recreation.

Two applications have been prepared for the current round of funding, both from the Shire of Roebourne. No community organisations have submitted applications for this round.

1. Shire of Roebourne – Construction of the Wickham Skate Park
2. Shire of Roebourne – Installation of sports lighting at the Tambrey Oval

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Council is now required to assess each application against the CSRFF guidelines, determine its contribution, if any, to each project and forward a prioritised list to the Department of Sport and Recreation with comment for assessment.

##### Issues

The following information details each project:

##### 1. Wickham Skate Park

The need for the redevelopment of the Skate Park in Wickham has long been identified through a variety of forums, including the 2003 Youth Research survey, 2005 Youth Survey and the 2007 Youth Advisory Council (YAC) survey. All surveys have indicated that a redeveloped outdoor Skate Park in Wickham is a highly desirable facility.

The need to develop and introduce casual recreation opportunities which are accessible to young people is important and skate parks are seen as an increasingly popular way to provide these opportunities to the youth.

Over the past 2 years, Rio Tinto has been finalising the Wickham Recreation Precinct Master Plan. This plan aimed to build on previous research on the needs of the Wickham community with regards to recreation facilities and identified a range of projects that focused on providing facilities located in a more concentrated location that provided for the needs of a predominately young population.

Within the master plan, a skate park was identified as a high need supported strongly by previous consultation undertaken by the Shire. To progress the development of the Skate Park, the Shire has begun the process to enter into a lease with Rio Tinto for the land of the proposed skate park that will enable the Shire of Roebourne to develop and maintain the facility.

The skate park will complement the amenities contained within this space which includes active open space, change rooms, sports club, a public swimming pool, playgrounds, picnic and barbeques facilities, pathways and gardens. The Skate Park in its design will cater for skateboarding, rollerblading, BMX and Scooters.

The land is operated by the Wickham Sporting Club Inc., however owned by Robe River Mining Company Pty Ltd, and included in a wider precinct concept by Rio Tinto. If the application is successful discussions will be coordinated with Rio Tinto, Wickham Sporting Club Inc and Wickham Community Association regarding maintenance, ownership and responsibilities relating to the new infrastructure.

The Shire of Roebourne has already secured \$137,500 + GST towards this project as part of the Royalties for Regions Pilbara Regional Grants Scheme.

*Project – Construction of the Wickham Skate Park*

|   |                  |
|---|------------------|
| CSRFF Requested                           | \$ 250,000       |
| Royalties for Regions                     | \$ 137,500       |
| Estimated Shire of Roebourne Contribution | \$ 112,500       |
| <br>                                      |                  |
| Total Project Cost                        | \$ 500,000 + GST |

**2. Sports Lighting Tambrey Oval**

As the Shire expands and population grows, active open space is seen as a premium, with local sporting groups, year after year, working around each other to allow the youth of community to prosper. For some time now the Tambrey Oval has been identified by Shire officers as a potential site for floodlights, to maximise usage. Currently, with the new Karratha Leisure Centre ovals prioritised as an additional option 2, the need for more active open space in the immediate future is paramount.

In August 2010, the Nickol Soccer Club approached the Shire seeking assistance to erect lighting at Tambrey reserve. The Nickol Soccer Club is in the process of acquiring additional support from commercial and resources entities within the Shire of Roebourne. At present the Club has a commitment of \$5,000 from Transfield-Worley and a further

\$5,000 commitment from the club itself. The Club still has submissions sitting with the following entities:

Woodside Pluto Project – Committed – unofficial amount  
Woodside Energy KGTP – Processing  
Burrup Fertilisers – Processing  
Worley Parsons – Processing  
Horizon Power – Processing – unofficial verbal commitment to waive any fees and works  
Rio Tinto – Processing  
Bristo Helicopters – Processing  
Coles – Processing

The Club has also received commitments from members within the club, including:

3x Electricians (1 with Contractors License)  
3x Rigger/Crane Operators  
6x Mechanical Fitters  
1x Concrete Supervisor  
1x 50 tonne Crane with Crane operator from Transfield-Worley  
1x 35 tonne Flat Bed truck with 5 tonne Hiab from Woodside

Considering the pre-mentioned support currently committed the project costs would largely involve; site design, materials, site supervision and associated horizon power works if contribution falls through.

The Tambrey sports lighting project has been estimated to cost \$400,000. This estimate is based on previous Council lighting infrastructure (Roebourne Oval) and a contingency of \$50,000 for electrical head works. Should Council support in principle the proposed lighting project the funding breakdown is estimate to be as follows;

|                                  |                 |
|----------------------------------|-----------------|
| CSRFF Requested                  | \$200,000       |
| Nickol Soccer Club Contributions | \$150,000*      |
| Shire of Roebourne Contributions | \$50,000        |
| Total                            | \$400,000 + GST |

The Shire has been informed by the Soccer club that this contribution is an estimate only, with the current confirmed contribution being \$80,000 with additional stakeholders (Woodside, Horizon Power, etc..) yet to officially commit. Officers have estimated that the maximum in kind and cash contributions from the club at \$150,000.

The Nickol Soccer Club have gained support from the Tambrey Primary School and attracted support from Karratha Little Athletics Club (currently based at Bulgarra Reserve). The Little Athletics Club are keen to relocate off the crowded Bulgarra Reserve and utilise the potential lighting at Tambrey Oval for night training and events.

#### **Options**

Council has the following options available:

1. Provide “in principle” support for the Tambrey Sports Lighting Project subject to the confirmation of the \$150,000 contribution by Nickol Soccer Club.

2. To endorse the proposed applications to the 2011 - 2012 Community Sport and Recreation Facilities Fund in order of priority and forward them to the Department of Sport and Recreation.

3. To endorse the proposed applications to the 2011 – 2012 Community Sport and Recreation Facilities Fund as amended.

**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**

Should Council be successful in securing CSRFF funding for the 2 projects then Council will need to consider the inclusion of the appropriate projects in the 2011/12 Budget

**Conclusion**

Council and community organisations have an opportunity to apply for CSRFF funding for sport and recreation infrastructure. Should Council agree to support both projects the final funding applications will be prepared and submitted to the Department of Sport and Recreation for funding consideration.

Shire of Roebourne Staff has assessed both applications against the CSRFF guidelines and recommends the following priority ranking:

- 1. \_\_\_-Shire of Roebourne – Construction of the Wickham Skate Park
- 2. \_\_\_-Shire of Roebourne – Installation of sports lighting at the Tambrey Oval

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**Voting Requirements**

Simple.

---

**RECOMMENDATION**

**That Council:**

1. Provide “in principle” support for the Tambrey Sports Lighting Project subject to the confirmation of the \$150,000 contribution by Nickol Soccer Club.

2. Agree to submit the following applications to the 2011/12 round of Community Sport and Recreation Facilities Fund:

| Ranking | Applicant          | Project   | Amount    |
|---------|--------------------|---|-----------|
| 1       | Shire of Roebourne | of Design and Construction of the Wickham Skate Park              | \$250,000 |
| 2       | Shire of Roebourne | of Design and Installation of Sports lighting at the Tambrey Oval | \$200,000 |

## ATTACHMENT 1 – NICKOL SPORTING CLUB SUPPORTING DOCUMENTS



### **NICKOL JUNIOR SOCCER CLUB**

P.O.BOX 1377, KARRATHA. 6714.  
ABN 59 475 407 498

#### **RE:TAMBREY OVAL FLOODLIGHTING**

Hi Leigh

Further to our conversation on Monday 16<sup>th</sup> August 2010 I would like to officially apply on behalf of the Karratha District Junior Soccer Association, Nickol Junior Soccer Club and Karratha Little Athletics for Floodlighting to be installed at the Tambrey Oval in the suburb of Nickol in Karratha for training and playing purposes of multiple user sports.

The NJSC has been based at the Tambrey Oval for the past 22 years, unfortunately we have had to train our youth sides at night at Salt Soccer Clubs Pegs Creek Oval as it is the only Soccer field in Karratha with Floodlighting. Increasingly now this field is becoming more and more over crowded. Soccer participation has increased dramatically in recent years with the expansion of the town and still growing. The Karratha Soccer Association advises approximately 600 junior players registered this year for Soccer alone and with participation in both the Northwest Championships and Country Week in Perth have the opportunity to really shine but only if we have facilities. NJSC has this year produced four players who have been selected to play for W.A. in an International Championship in Singapore this coming November 2010. Increasingly we find now with long hours of work parents and coaches cannot attend training until late in the afternoon which during Winter months leaves very little time, basically there is just not enough daylight hours to conduct satisfactory quality sessions with the teams. Just recently we now see Tee Ball teams relocating for training to the Tambrey Oval as there is not enough space to accommodate them at the Bulgara Oval during week day afternoons.

In the past there has been temporary lighting erected at the Tambrey Oval but was discontinued years ago because it was just too costly to run, primitive and inadequate. Little Athletics currently operates at the Bulgara Oval but finds it too crowded with all the other sports centred there and needs desperately to relocate so they can grow. They conduct their carnivals on Friday nights for three hours and see the Tambrey Oval as the perfect choice and so have joined with the NJSC in this bid to have Floodlighting installed at the Tambrey Oval. Together NJSC and Little Athletics number approximately 260. This Floodlighting will not only provide for today but decades to come and with the town growing rapidly benefit so many kids of tomorrow.

The Principal David Melling of the Tambrey Primary School who utilizes the oval as well has sent a letter to the NJSC and L.A. endorsing the project because he believes that "any community based initiative or request that supports and promotes healthy lifestyles

and social interactions in a constructive manner will be supported by Tambrey Primary School."There are over 500 kids at the Tambrey Primary School who will benefit at some stage from this Project.

On Wednesday 18<sup>th</sup> August it was decided by the Nickol Junior Soccer Club to commit \$5000.00 of the clubs operating funds to the project. In addition local Companies have been approached for sponsorship and we are pleased to say that Transfield-Worley have pledged \$5000.00.

At this time the following Companies have also been approached for financial assistance  
Woodside Pluto Project - Committed – unofficial amount as yet.

Woodside Energy KGTP - Processing

Burrup Fertilisers - Processing

Worley Parsons - Processing

Horison Power - Processing

Rio Tinto – Processing

Bristo Helicopters - Processing

Coles - Processing

Further, Volunteer Services have been pledged by club members, the community and Companies.

The following services are pledged:

3 x Electricians-one with an Electrical Contractors Licence

3 x Rigger/Crane Drivers

6 x Mechanical Fitters

1 x Concrete Supervisor

Any amount of helpers

1 x 50T Crane with Crane Driver-Transfield-Worley (equivalent to \$350/hour)

1 x 35T Flat Bed Truck with 5T Hiab-Woodside

Negotiations are ongoing for more funding and volunteer services at this time. If you require any further information please do not hesitate to contact me.

Regards

Kevin Pritchard

President

NJSC

**Kevin Pritchard**

---

**From:** Vaughan, Philip P. [VAUGHANP@transfield-worley.com.au]  
**Sent:** Wednesday, 25 August 2010 5:02 PM  
**To:** Kevin Pritchard  
**Cc:** Pinneri, Tonina T.; Liberona, Bianca B.; Bell, Steven; McKee, John  
**Subject:** RE: Floodlight Funding Request to Transfield-Worley  
**Attachments:** \_AVG certification\_.txt

Kevin,

On behalf of the TW community Support Team, I am pleased to advise that Transfield Worley will pledge financial support of \$5 000 to this excellent community initiative, please let me know when you will need a cheque raised and the payee.

As discussed, I have also sent this to John McKee so that he is aware of the commitment, and your request for "in kind" support in the form of labour or services form our team in Karratha.

All the best with your application,

Regards,

**Philip Vaughan**

Lead Project Engineer  
Transfield-Worley

Ph: +61 8 9348 7596  
Fax: +61 8 9348 7788  
M: 0417 946 950  
email: vaughanp@transfield-worley.com.au

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

From: Kevin Pritchard [mailto:kevinpritchard@westnet.com.au]  
Sent: Monday, 23 August 2010 8:34 PM  
To: Vaughan, Philip P.  
Subject: Floodlight Funding Request to Transfield-Worley

Hi Vaughan

Please see the attached letter requesting assistance in our quest to have Floodlighting installed at the Tambrey Oval in Karratha for junior Sport.

Thanks  
Kevin Pritchard  
President  
Nickol Junior Soccer Club

16/09/2010



Karratha Districts Junior Soccer Association Inc  
PO Box 396  
Karratha WA 6714  
Ph: 91441898 / 0438441068  
Email: [wannuberich@bigpond.com.au](mailto:wannuberich@bigpond.com.au)  
ABN: 18165402057

4 September 2010

Shire of Roebourne  
KARRATHA WA 6714

Dear Sir/Madam,

Karratha Districts Junior Soccer Association would like to add our support for the installation of lights at the Tambrey Oval.

Soccer is one of the largest junior participation sports in the Karratha area with over 560 children registering for the 2010 season. These numbers are expected to increase every year and inevitably create another club at the Nickol/Baynton end of town. There is currently limited availability at Pegs Creek Oval for another club to train after dark. We are also finding that the surface at the Pegs Creek Oval is in need of a well earned rest by the end of our season.

With 12 hour shifts becoming the norm and the daytime UV creating more of a health risk as the years roll on we believe that the ability to train and play under lights at another venue is imperative for our growth. There is a lot of interest in playing soccer during the summer months also. This is not safely possible during the daytime.

Yours sincerely,

Darren Peters

President  
Karratha Districts Junior Soccer Association Inc

**KARRATHA LITTLE ATHLETICS CLUB  
BE YOUR BEST**

Karratha Little Athletics Club  
PO Box 1418  
Karratha WA 6714

10 September 2010

Nickol Junior Soccer Club  
14 McWhirter Way  
KARRATHA WA 6714

To Whom It May Concern

**LIGHTING AT TAMBREY OVAL**

Karratha Little Athletics Club would be a willing co-applicant to install lighting at Tambrey Oval. It is our understanding that as co-applicant Karratha Little Athletics Club would have use of the oval on Friday evenings during the winter season. Karratha Little Athletics is able to provide support during construction / installation of lighting with the provision of tradesmen if required.

**Mission Statement**

"To develop children of all abilities by promoting positive attitudes and a healthy lifestyle through family and community involvement in athletics activities."

**Brief History**

- The club ceased to exist for a period of two years and has been reinvigorated in 2010 with around 80 children registering and participating in 2010.
- The club provides parents and children an option for family activities in a fun environment.

Yours sincerely

CLIFF GEORGE  
PRESIDENT – KARRATHA LITTLE ATHLETICS CLUB





## Tambrey Primary School

Tambrey Drive, Karratha WA 6714  
Telephone: (08) 9144 2020  
Facsimile: (08) 91442644

To whom it may concern

As the Principal of Tambrey Primary School I fully support the request to install floodlights on the oval located adjacent to the school site on Tambrey Drive, Nickol.

Improving the opportunities for people to be able to socialise and participate in physical activities outside of daylight hours can only be a benefit to the general community.

This community engagement should in turn assist the local schools in their own fitness and social development programs.

Again, any community based initiative or request that supports and promotes healthy lifestyles and social interactions in a constructive and positive manner will be supported by Tambrey Primary School.

A handwritten signature in black ink that reads 'D. Melling'.

David Melling  
31st August 2010

## 11.5 MANAGEMENT OF KARRATHA YOUTH & FAMILIES CENTRE

**File No:**

**Attachment(s)** Nil

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

**Author Name:** Manager Community Facilities

**Disclosure of Interest:** Nil

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### REPORT PURPOSE

To seek ~~Council's~~Council endorsement of the Management approach to the Karratha Youth & Families Centre.

### Background

The Karratha Youth and Families Centre has long been identified as a priority within the Shire of Roebourne's Strategic Plan 2009-2013. Council endorsed the Project Brief at the September Council meeting and tenders for the facility design & construction were advertised on ~~25th-25th~~ September 2010. Tenders are due to close on ~~27th-27th~~ of October 2010, and construction of the facility is due for completion in July 2011.

In order to allow the Karratha Youth & Family Centre to evolve into a vibrant and active precinct, officers suggest an Expression of Interest, followed by a formal Tender process be completed. A scope of services has been prepared and was submitted to the Project Reference Group on the 4<sup>th</sup> of October for endorsement.

### Issues

The management of the centre is estimated to generate over \$100,000 per annum. If Council elects to consider external management a formal Tender period is required.

The Shire has examined similar projects throughout the state, in particular in the North West and the proposed scope of work provides appropriate information and detail for a applicant to describe accounts, programs, governance and capability to progress to tender stage.

### Youth Space:

- > Collaborate with the Shire of Roebourne and other service providers to create a holistic and integrated Youth precinct for 12yrs-25yrs;
- > Provide outreach and character building sessions for the youth of Karratha;
- > Provide an atmosphere for youth in Karratha to grow and develop;
- > Coordinate a wide range of youth programs and events in conjunction with other service providers;
- > Ability for other service providers to book events which promote positive youth outcomes.

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### Family/Play Space:

- > Provide play structures and opportunities for children aged 3yrs – 12yrs;
- > Provide stimulating programs for basic development of children aged 0yrs-6yrs;

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- Provide a parent/carer cafe space where parent can supervise children and socialise with other parents;
- Ability for special events and birthdays to be booked.

Additional Scope:

- Train and employ local people to operate the facility;
- Create an innovative cafe space which caters for both young families and youth;
- The facility is to promote non alcoholic events and programs.

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Shire of Roebourne officers are proposing to engage the market in an Expression of Interest process initially, then invite up to ~~three (3)~~ applicants to join the Shire in a formal Tender process. This will allow Council and the Project Reference Group to engage in Tender with the most experienced and innovative Management Groups.

During the Expression of Interest process the Project Reference Group will evaluate and appoint applicants to join in a formal tender process.

The Tender evaluation will be undertaken by a representative from WALGA and an independent consultant with relevant experience in facility management. This is to remove any doubt with the Shire actively participating in the Tender process. All Tenders will be required to attend an interview and provide a presentation to the Project Reference Group, the WALGA Representative and the independent Consultant on the 7<sup>th</sup> of February 2011, with the evaluation and recommendation to be presented to Council at the February meeting.

Tender process the timeline is as follows;

| Stage 1        | EOI Process                  | Date                |
|----------------|------------------------------|---------------------|
|                | EOI Period                   | 25/10/10 – 17/11/10 |
|                | EOI Evaluation               | 18/11/10 – 26/11/10 |
|                | Selection of Short list      | 29/11/10            |
| <b>Stage 2</b> | <b>Tender Process</b>        |                     |
|                | Tender Period                | 08/12/10 – 02/02/11 |
|                | Tender Assessment            | 02/02/11 – 08/02/11 |
|                | Tender Interview             | 07/02/11            |
| <b>Stage 3</b> | <b>Awarding of Contract</b>  |                     |
|                | Council Decision             | 21/02/11            |
|                | Contract Awarded             | 22/02/11            |
| <b>Stage 4</b> | <b>Construction Complete</b> |                     |
|                | Site Inspection              | 25/07/11            |
|                | Site Handover                | 29/07/11            |

The Karratha Youth & Families Centre's long term vision is to become a sole youth facility, following the proposed construction the Children's Play Space at the Karratha Leisure

Complex. Under this direction the length of the lease is proposed to be a 3 and 2 lease in order to allow the Karratha Youth and Family Centre to change direction following the construction of the Karratha Leisure Complex. The terms and fees of the lease agreement will be negotiated through Councils standard process. Tenderers will receive a standard lease document and proposed duration and rational of tenure.

### Options

Council has the following options available:

1. To approve the Scope of works and the approach for appointing the Management of the Karratha Youth & Families Centre.
  2. Authorise the Chief Executive Officer to call for Expression of Interest.
  3. Delegate Authority to the Chief Executive Office to evaluate Expression of Interests and shortlist 3 applicants for Tender process, in conjunction with the Project Reference Group.
  4. Note that the Tender process to be evaluated by WALGA and, an independent Consultant with relevant experience in Facility Management, and the recommendation to be tabled at the February 2011 Council Meeting.
- Or
5. To amend the approach to the procurement of the management of the Karratha Youth & Families Centre.

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### 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.

### Financial Implications

The expenditure is in accordance with the budget.

### Conclusion

The Shire of Roebourne is constructing the Karratha Youth and Families Centre, which is due for completion in July 2011. In order to select the best possible Management Group for the Centre it would be pertinent for the Shire to test the market. The Shire will place an internal bid for the Management and, for transparency purposes, arrange for external consultants to evaluate the Tender process.

### Voting Requirements

Simple.

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**RECOMMENDATION**

**That Council:**

1. **Approve the Scope of works and the approach for appointing the Management of the Karratha Youth & Families Centre;**
2. **Authorise the Chief Executive Officer to call for Expression of Interest for the Karratha Youth and Family Centre.**
3. **Delegate Authority to the Chief Executive Officer to evaluate Expression of Interests and shortlist 3 applicants for Tender process, in conjunction with the Project Reference Group;**
4. **Note that the Tender process is to be evaluated by WALGA and, an independent Consultant with relevant experience in Facility Management, with the recommendation to be tabled at the February 2011 Council Meeting.**

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## **12 TECHNICAL SERVICES**

### **12.1 CONTRIBUTION TO FUNDING NARCOTIC DETECTION DOG OPERATIONS**

**File No:**

**Attachment(s)** Nil

**Responsible Officer:** Director Infrastructure Services

**Author Name:** Community Safety Coordinator

**Disclosure of Interest:** Nil

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#### **REPORT PURPOSE**

To seek Council's commitment to providing a contribution of \$25,000 towards narcotic detection dog (NDD) operations within the Shire of Roebourne.

#### **Background**

In December 2009 Council resolved to:

**Provide in-principle support for the proposal from WAPol to provide a Narcotic Detection Dog (NDD) and handler with a commitment to funding the operating costs of \$40,500 per annum for a term of three (3) years with annual reporting of productivity/benefits being achieved. This support contingent upon WAPol approving the proposal and securing start-up funding.**

In September 2010 WAPol Executive rejected the option of locating a NDD and handler permanently in Karratha. Pilbara Police District Office is now seeking approval to utilise the funding to facilitate NDD operations within the Shire of Roebourne, including Karratha Airport. These operations will be run at the discretion of the Police Superintendent and the availability of the NDD.

NDD operations have been run the Shire with the following results being achieved:

#### Karratha Airport

Two Operations were conducted at the Karratha Airport on a total of 12 flights. Although no charges were laid, the dog had 8 indications on 4 of the flights (indications mean the dog detected the scent of illicit drugs however, none where located).

Whilst no seizures or arrests emanated from the Airport operations, the positive impact in terms of passenger's perception of their safety and security and the deterrent effect upon potential criminals cannot be accurately measured.

#### Karratha

Nine Misuse of Drugs Act search warrants were executed in Karratha and resulted in the following charges:

- 5 x Possess Smoking Implement
  - 2 x Cultivate Prohibited Plant
  - 1 x Possess Prohibited Drug (Amphetamine)
  - 5 x Possess Prohibited Drug (Cannabis)
- 

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- 1 x Possess Prohibited Drug (Amphetamine) with intent to sell / supply
- Items seized (Substance believed to be amphetamine), inquiries continuing
- 2 x Possess Prohibited Drug (Cannabis) with intent to sell / supply
- 1 x Possess Prohibited Plant (Cannabis)

#### Roebourne

Two Misuse of Drugs Act search warrants were executed in Roebourne and resulted in the following charges:

- 1 x Possess Prohibited Drug (Cannabis) with intent to sell / supply
- 1 x Possess Prohibited Plant (Cannabis)

The average cost of a NDD operation is \$3,500 (exc. gst) hence the Shire could reasonably expect up to six (6) week long operations to be run annually utilising the \$25,000.

#### **Issues**

Council has allocated \$40,500 in the 2010/2011 budget as per the December 2009 resolution. As the purpose of the support has changed, a resolution to commit funds for the new activity is required.

The timing of the operations will be dependent on the availability of the NDD.

#### **Options**

Council has the following options available:

1. Support the proposal and commit to funding \$25,000 per annum for a term of three (3) years with annual reporting of productivity/benefits being achieved; or
2. Not support the proposal; or
3. Offer another form of support.

#### **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**

A budget amendment resolved by Absolute Majority will be required.

#### **Conclusion**

This proposal dovetails with Council's push to deter antisocial behaviour within the community. It will greatly improve the capacity of the WA Police within the Shire of Roebourne to reduce the influx of illicit drugs through our ports, in particular the Karratha Airport, as well as providing the perception of a safer community.

Council has allocated \$40,500 in the 2010/2011 budget as per the December 2009 resolution. As the purpose of the support has changed, a resolution to commit funds for the new activity is required.

#### **Voting Requirements**

| Absolute.

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**RECOMMENDATION**

**That Council by absolute majority support the proposal to the value of \$25,000 per annum for a term of three (3) years from account 460204 with annual reporting of productivity/benefits being achieved.**

## 12.2 KARRATHA AIRPORT TERMINAL LEASE - SANLEA PTY LTD

|                                |   |
|--------------------------------|---|
| <b>File No:</b>                | <b>TT.63</b>  |
| <b>Attachment(s)</b>           | <b>1. Letter of Request from Sanlea</b><br><b>2. Floor Plan</b> |
| <b>Responsible Officer:</b>    | <b>Director Infrastructure Services</b>                         |
| <b>Author Name:</b>            | <b>Airport Manager</b>  |
| <b>Disclosure of Interest:</b> | <b>Nil</b>  |

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### REPORT PURPOSE

The purpose of this report is for Council to consider a request from Sanlea Pty Ltd to lease a portion of the Karratha Airport Terminal, being one of the recently refurbished office areas located behind the new check-in counter redevelopment.

### Background

As part of the check-in counter redevelopment works currently being undertaken, 2 of the office areas have been redeveloped as part of the upgrade shown on the attached plan. The intention in creating these 2 lease areas was to create additional office space for lease by ground handling agents/airlines for occupation by airline ground staff.

Correspondence has been received from Sanlea Pty Ltd, trading as Pilbara Aviation Services, dated 26 July 2010, requesting a lease over one of these office areas. This area is referenced in the attached plan as lease area **A2** and measures a total area of **37.4m<sup>2</sup>**, and Sanlea Pty Ltd are seeking a lease over this area in order to carry out work for their airline customers.

The newly refurbished office areas are linked to a new common use staff area being provided by the Shire, in addition to male/female toilet facilities.

Independent Valuers were engaged in July 2010 to conduct a valuation of the lease areas, and have valued the particular area being proposed by Sanlea to attract an annual rental amount of \$20,900 per annum, exclusive of GST and inclusive of variable outgoings.

### Issues

As the future expansion of the terminal building is currently being investigated, and it is likely that office areas may change over the next 2-3 years, it would be prudent for Council to enter into a lease agreement that is not excessive in length, 2 years would seem a reasonable tenure at this point in time. In any case, Council can be assured that there is a redevelopment clause within the standard terminal lease that allows tenancies to be relocated in the event of a major terminal redevelopment taking place. This clause is outlined below :

#### **19.2 Lessee must surrender if at any time during the Term:**

- (a) *the Premises are required by the Lessor for extension, renovation, refurbishment or re-development of the Airport Terminal; and*

- (b) *the Lessor gives the Lessee not less than 3 month's notice of this requirement, then the Lessee must surrender the Term and the Lessee's Rights.*

### **19.3 Offer to lease New Premises**

*The Lessor must on or before a date being 10 Business Days before the Date of Practical Completion by notice to the Lessee offer to lease the New Premises to the Lessee in accordance with this clause.*

It is proposed to adopt the valuation amount of \$20,900 per annum to the lease area, and a term of 2 years.

The proposed lease will require to be advertised publicly for a period of 14 days in accordance with section 3.58 of the Local Government Act (1995). It is proposed to undertake this advertisement, assess any other interest in the area, and then provide a report back to Council for the November 2010 Council meeting.

#### **Options**

1. Council endorse the public advertising of lease area A2 in the Karratha Airport Terminal for a period of 2 years with an annual rental amount of \$20,900 p.a.
2. Council amend proposed conditions for the leasing of lease area A2.

#### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

#### **Legislative Implications**

Disposal of property via lease is required to be carried out in accordance with Section 3.58 of the Local Government Act (1995). If not carried out via tender this is to comply with Section (3) below :

- (3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property:*
- (a) *It gives local public notice of the proposed disposition —*
- (i) describing the property concerned; and*
- (ii) giving details of the proposed disposition; and*
- (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given.*

#### **Financial Implications**

Increased rental income derived from the lease of this area.

#### **Conclusion**

The public advertising of the intention to lease will enable alternative proposals to be assessed prior to presenting back to Council.

#### **Voting Requirements**

Simple.

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**RECOMMENDATION**

**That Council endorse the public advertising of lease area A2 in the Karratha Airport Terminal for a period of 2 years with an annual rental amount of \$20,900 per annum, exclusive of GST and inclusive of variable outgoings.**

**ATTACHMENT 1 – LETTER OF REQUEST FROM SANLEA**



**Sanlea** Pty Ltd  
Trading as Pilbara Aviation Services  
ACN 070 110 066 | ABN 95 070 110 066

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Chris Fox  
Airport Manager  
Karratha Airport  
Shire of Roebourne  
KARRATHA WA 6714

Dear Chris,

Sanlea Pty Ltd has been a stakeholder at the Karratha Airport since 1994. Over that time our clientele has burgeoned from 1 airline and less than 1000 passengers a week to 6 airlines and up to 12,000 passengers per week, plus adhoc charters.

Previous to the realignment of the check-in counters, there was an office space 'tenanted' by Skywest, Alliance, Jayrow and Sanlea. The small office within the area was designated as a training room.

At this time we have a significant shortage of space particularly in accommodating those airlines that do not have their own office space.

The changes to the layout of that office space will deliver a possible relocation of the Virgin office, a multi-user kitchen, a dining area and another office space yet to be determined.

As a long term service provider to the airline industry through the Karratha Airport and a lessee of storage space at the airport, Sanlea formally request consideration as a lessee of the office space that will become available as a result of the front counter and baggage makeup area upgrade. This will allow Sanlea to offer a full service to our client airlines and any new arrivals, while delivering a long term tenant to the Shire of Roebourne.

Should you require further advice as to the proposed use of the new office space I am very willing to discuss, inform and negotiate any issues that may arise.

Yours sincerely,

John Macgowan  
Sanlea Pty Ltd  
Karratha WA

0891 431 566 (w)

26 July 2010

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PO Box 468, Karratha WA 6714

M : 0417 032 520

F : 08 9143 1377

E : jmacgowa@bigpond.net.au



**ATTACHMENT 2 FLOOR PLAN – SEE ATTACHED**



## **13 DEVELOPMENT SERVICES**

### **13.1 PROPOSED ADDITIONS TO EXISTING TRANSIENT WORKFORCE ACCOMMODATION FACILITIES**

|                                |  |
|--------------------------------|--|
| <b>File No:</b>                | <b>P2331</b>   |
| <b>Attachment(s)</b>           | <b>1. Aerial Plan</b><br><b>2. Site Plan</b><br><b>3. Floor Plan</b><br><b>4. Elevation Plan</b> |
| <b>Responsible Officer:</b>    | <b>Director Development &amp; Regulatory Services</b>  |
| <b>Author Name:</b>            | <b>Senior Planning Officer</b>   |
| <b>Disclosure of Interest:</b> | <b>Nil</b>   |

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#### **REPORT PURPOSE**

For Council to consider and make determination on application for planning approval P2331 that proposes 2 additional accommodation buildings each containing 4 single person bedrooms at Lot 1481 Searipple Road, Bulgarra (Searipple Village). The application has been deferred to Council in accordance with the Shire's Delegated Authority Register.

#### **Background**

Application for planning approval P2331 was received on 4 August 2010 submitted by John Howarth of Fleetwood. The application proposes the development of 2 additional accommodation buildings each containing 4 single person rooms at the existing Searipple Village. Searipple Village was initially approved as transient workforce accommodation (TWA) through development approval 1307D. Since this date a number of additional stages of development have been granted planning approval within the bounds of the site. As seen in the aerial image within the attachments these approvals have been acted upon and the Searipple Village is fully operational. The site is zoned as Tourism.

Recognising that there is a current and likely future need for TWA's within the Shire, the Council recently resolved to undertake a review of its policy position on TWA's and initiate the preparation of a socio-economic impact assessment to determine the impacts of TWA development on townsites within the Shire. Assessment of this application has been undertaken in accordance with requirements of TPS8, Local Planning Policy DP10 – Transient Workforce Accommodation and any other relevant legislation and policies.

#### **Issues**

##### Car Parking

Council's Local Planning Policy DC10 - Transient Workforce Accommodation requires that self contained accommodation units supplied with a commercial kitchen and communal dining room be provided with 0.5 bays per resident. The 2 proposed buildings containing 4 accommodation units each and accommodating one person per unit provide for a total of 8

additional residents. Therefore, 4 parking bays are required to be provided for this proposed development.

Following a site inspection in relation to this application and previous site inspections undertaken by Council staff, it is has been noted that the large number of sealed parking bays existing on-site, as shown in the attached aerial of the site, is sufficient to provide for the additional 8 residents. The proposal will not detrimentally impact upon parking within the site and therefore, will not have any impact on vehicular movement on or off-site or create issues such as parking off-site by residents of the TWA. Existing car parking on-site is considered adequate under previous approvals, to accommodate the proposed development. A variation in this regard is considered appropriate in accordance with Section 6.12.5 of TPS8 – Variations to Car Parking Requirements.

#### General

An application for a Lodging House License will be required to be submitted by the applicant in accordance with Part 9 - Lodging House, Health Local Laws 1996. This requirement, along with any environmental health requirements in regards to laundry and kitchen requirements will be noted on any planning approval that may be issued for this proposal.

There are no other issues of significance relating to these minor additions to the existing approved TWA. Standard conditions of approval will provide adequate controls in regard to this proposal.

#### **Options**

Council has the following options available:

1. Approve with relevant conditions planning application P2331 for the development of two additional buildings (each containing four single person units), within the existing approved transient workforce accommodation within Lot 1481 Searipple Road, Bulgarra.
2. Refuse planning application P2331 for the development of two additional buildings (each containing four single person units), within the existing approved transient workforce accommodation within Lot 1481 Searipple Road, Bulgarra.

#### **Policy Implications**

Policy number DP10 titled Transient Workforce Accommodation is relevant to this matter.

#### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

#### **Financial Implications**

The applicant has made payment of the fee applicable to the planning application (\$589) based on development cost.

#### **Conclusion**

The proposed development is of a minor nature in relation to the previously approved and operational TWA within this site and any potential impacts associated with this proposal are considered to have a negligible impact upon the site and surrounding lands. It is therefore recommended that Council approve the application for planning approval, with relevant conditions, for the proposed development of two additional accommodation buildings within the previously approved Transient Workforce Accommodation at Lot 1481 Searipple Road, Bulgarra.

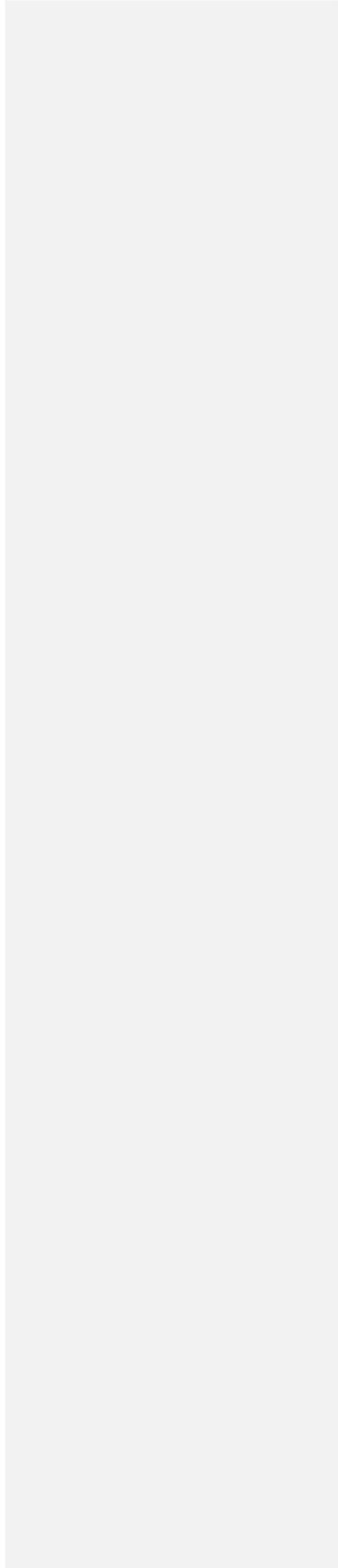
**Voting Requirements**

Simple.

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**RECOMMENDATION**

**That Council approve, with relevant conditions, the application for 2 additional accommodation buildings each containing 4 single person rooms for the existing approved Transient Workforce Accommodation, at Lot 1481 Searipple Road, Bulgarra.**



**ATTACHMENT 1 – AERIAL PLAN**

**Location of Proposed Accommodation Buildings**









**13.2 APPLICATION FOR R-CODES VARIATION APPROVAL - OUTBUILDING WITH OVER HEIGHT WALL OF 3.7M AND RIDGE HEIGHT OF 5.1M- LOT 230 [5] BRUCE WAY POINT SAMSON**

**File No:** P2311

**Attachment(s)**

1. Location Plan
2. Site Plan
3. Elevation Plan

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

**Author Name:** Planning Assistant

**Disclosure of Interest:** Nil

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**REPORT PURPOSE**

For the 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 230 Bruce Way Point Samson.

**Background**

Locality: Point Samson  
Applicant: David Roberts  
Owner: David Roberts  
Zoning: Residential (R10)

Building Licence Application 20100330 and Application for R-Codes Variation P2311 were submitted concurrently on 12 July 2010.

As part of the R-Codes assessment, a request was made with the applicant for the wall height and ridge height of the outbuilding to be reduced in order to comply with the requirements of the local planning policy DP7 'Residential Frontage' being a maximum 2.7m wall height (discretion up to 3.6m) and 4.5m total height. If reduction of the prescribed heights was unfavourable to the applicant, Planning Services required written justification to the proposed 3.7m wall and 5.1m total (ridge) outbuilding height.

The applicant responded that the proposed wall height of the outbuilding was necessary for boat storage. He also stated that the ridge height was required to allow for a proposed mezzanine floor to be built into the outbuilding to make best use of space for storage.

**Issues**

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 6.10.1 – Outbuildings:

“A1 Outbuildings that:

- (i) Are not attached to a dwelling;
- (ii) Are non-habitable;
- (iii) Collectively do not exceed 60 sq m in area or 10 per cent in aggregate of the site area, whichever is the lesser;
- (iv) Do not exceed a wall height of 2.4m;
- (v) Do not exceed ridge height of 4.2m;
- (vi) Are not within the primary street setback area;
- (vii) Do not reduce the amount of open space required in table 1; and
- (viii) Comply with the siting and design requirements for the dwelling, but do not need to meet rear setback requirements of table 1.”

As the proposed outbuilding does not comply with (iv) and (v) of the acceptable development provisions it should; therefore; be measured against the R-Codes performance criteria as follows:

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

Compliance with Local Planning Policy DP7 ‘Residential Frontage’

The proposed outbuilding is non compliant with DP7 particularly the following provision:

*“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 application must be determined at an Ordinary Council Meeting.”*

The proposed outbuilding exceeds the maximum wall height of 2.7m and maximum ridge height of 4.5m prescribed by the policy.

In the assessment of the proposed outbuilding consideration was made in regards to the size of the outbuilding keeping in mind the requirements of the above performance criteria of the R-Codes and the local planning policy provisions. An outbuilding with a 3.7m high wall and an overall ridge height of 5.1m would generally be considered over height and bulky, industrial in appearance and not suitable within typical residential areas.

The size and appearance of the outbuilding are not the only elements to consider in the assessment of the proposed structure. The location of the proposed outbuilding must also be considered in relation to the visibility of the structure and the impact that it might have on streetscape amenity and surrounding adjoining properties. It is important to ascertain the affect that the structure is likely to have on the existing built and developed environment of the surrounding area.

The impact that the outbuilding might have on the amenity of the streetscape of Bruce Way is considered minimal for the following reasons:-

- The outbuilding is positioned at the rear of the subject property at approximately 25 metres back from the front boundary.
- The outbuilding has existing screening from view at street level available through established vegetation and buildings existing forward of the proposed outbuilding.

- A site inspection was carried out on 3 September 2010 to establish a better understanding of the surrounding developments and visual amenity of the area. It was noted at this time that the position of the outbuilding and the screening available would assist to minimise the impact on streetscape amenity.

The impact that the outbuilding may have on the visual amenity of residents of neighbouring properties was also considered. The proposed outbuilding was not considered to have a significant adverse affect on the visual amenity of the adjoining properties for the following reasons:-

- The northern and eastern boundary property owners have provided their comments both stating they have no objection to the outbuilding and signed a copy of the plans.
- The northern and eastern properties both have outbuildings on their properties directly adjacent to where the proposed outbuilding will be located (refer to attachment 1).
- The southern boundary property is vacant land. Measures have been taken to contact this property owner but no official comment has been received. The outbuilding is on the opposite side of the subject property approximately 14 metres from its southern boundary. It is considered unlikely that potential development on the southern neighbouring property will be detrimentally affected or restricted by the outbuilding. There are other existing structures between the likely position of future development on the southern property and the proposed outbuilding. Ocean views to the east of the southern property remain available and are not impacted on by the proposed outbuilding.
- The position of the outbuilding allows for access to direct sun for the adjoining properties therefore over shadowing for surrounding properties will not result from the development.

It must be noted that an outbuilding of this size and appearance would not be deemed appropriate given different circumstances. In a situation where an outbuilding of this size was proposed towards the front of a residential lot, where the structure would be clearly visible from the street and where the building bulk would impact on the adjoining dwelling and/or open space, the assessment would reflect this. The assessment of this application for an outbuilding is directly related to the circumstances presented with its location and does not set a precedent for the size and appearance of outbuildings in residential areas.

#### **Options**

Council has the following options available:

1. To approve the application for R-Codes Variation for the outbuilding with over height wall of 3.7m and ridge of 5.1m.
2. To approve the application for R-Codes Variation for the outbuilding with amended wall height of 2.7m and amended ridge height of 4.5m as per the requirements of Local Planning Policy DP7 – Residential Frontage
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 \$100 has been paid by the applicant

**Conclusion**

The proposed outbuilding demonstrates a wall height of 3.7m and a total overall ridge height of 5.1m which in this instance is not considered to adversely affect the amenity of surrounding residential properties. The outbuilding will be positioned at the rear of the property and will be substantial screened by surrounding buildings and established vegetation. Streetscape amenity is considered to be preserved and will not be adversely affected by the outbuilding.

Furthermore, the proposed outbuilding is deemed appropriate in relation to surrounding properties as its location is surrounded by outbuildings on the neighbouring properties that are directly adjacent. The amenity of the adjoining properties is not considered to be detrimentally affected by the proposed outbuilding.

It is therefore recommended that the application for R-Codes Variation be approved for the proposed outbuilding with a wall height of 3.7m and ridge height of 5.1m.

**Voting Requirements**

Simple.

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**RECOMMENDATION**

**That Council approve the Application for R-Codes Variation for a proposed outbuilding with a wall height of 3.7m and a ridge height of 5.1m at Lot 230 Bruce Way Point Samson.**

**ATTACHMENT 1 – LOCATION PLAN**





ATTACHMENT 3 – ELEVATION PLAN

The client and steel erector are hereby deemed not responsible for the accuracy of the information or data provided herein. The client or erector shall be held liable for any errors or omissions. The local distributor you are dealing with is an authorized independent distributor of Fair Design Homes & Sheds products and errors and omissions are the responsibility of the customer or the steel erector.

NOTE: EXAMINE CAREFULLY FOR CLARITY. SEE SHEET #3 FOR CLARIFYING DETAILS.

17 JUL 2010

1

2 SIDEWALL EXTERIOR ELEVATION  
SCALE: 1/8" = 1'-0"

3 SIDEWALL EXTERIOR ELEVATION  
SCALE: 1/8" = 1'-0"

4 ENDWALL INTERIOR ELEVATION  
SCALE: 1/8" = 1'-0"

5 ENDWALL INTERIOR ELEVATION  
SCALE: 1/8" = 1'-0"

STEEL BUILDING BY  
FOR  
AT

(CONTACT)  
ACCESS SHEDS  
OF 9186 4391  
DAVE ROBERTS  
5 BRUSE WAY  
POINT SAWMON

ACAME  
243 Pineson Highway  
ASB 302 248 077  
ACAME  
A Mechanical Engineering  
Company  
10000 100th Street  
Surrey BC V3V 2K9  
Tel: 604-273-1111  
Fax: 604-273-1112  
www.acame.ca

Registered Professional Engineer 34817  
Mr. John Raymond Hart  
Michael Cheng - (Civil/Structural) - NRS  
Signature of Civil/Structural Engineer  
Date: 24/6/10  
Approved: Michael Cheng - (Civil/Structural) - NRS

2  
JOB NO. KTYA25487  
DATE 28/6/2010  
CHECKED JH  
DRAWN FHS  
SHEET 2 OF 5

**13.3 RETROSPECTIVE APPLICATION FOR PLANNING APPROVAL - ALTERATIONS TO OUTDOOR BAR AND ALFRESCO DINING AREA ASSOCIATED WITH A RESTAURANT AND ANCILLARY WORKS.**

**File No:** P2334  
**Attachment(s)** Nil  
**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 a retrospective Application for Planning Approval for alterations to an outdoor bar and alfresco dining area associated with a restaurant at Lot 2609, Strata Lot 3 Sharpe Avenue, Karratha (The Icon) and make determination against the relevant planning provisions.

**Background**

Locality: Karratha  
Applicant: TTR Duramax (Aust) Pty Ltd  
Owner: TTR Duramax (Aust) Pty Ltd  
Zoning: Town Centre

At the August 2010 Ordinary Council Meeting it was resolved:

*“That Council withdraw delegation to the Chief Executive Officer for the Town Centre area as defined in proposed Scheme Amendment No. 18 until such time as Scheme Amendment 18 and policy DP1 is gazetted.”*

The resolution removed delegation from the Chief Executive Officer to make determination of planning applications in the Town Centre therefore; this application has been referred to Council for determination.

An Application for Planning Approval for an extension to the alfresco dining area including new bar associated with a restaurant was first received on 31 March 2008 and approved on 19 May 2008 [PA1857].

The subsequent development that was undertaken was substantially altered from the endorsed plans that formed part of the planning approval. The departure from the endorsed plans included:

- Repositioning of the bar
- Exclusion of courtyard
- Increase in size of alfresco area, and
- Repositioning of exit and entry points.

As a result of these significant changes to the development, a retrospective Application for Planning Approval was required by Planning Services and subsequently received.

## **Issues**

### Compliance with 'As Constructed' Amended Plans

An inspection of the development was carried out to ensure that construction was completed in accordance with the submitted plans. It was determined that the development was compliant. All ancillary works such as landscaping, erosion control, storm water drainage and the boundary wall face have been completed to the satisfaction of Planning Services.

## **Options**

Council has the following options available:

1. To approve the retrospective Application for Planning Approval for alterations to the outdoor bar and alfresco dining area associated with a restaurant.
2. To refuse the retrospective Application for Planning Approval for alterations to the outdoor bar and alfresco dining area associated with a restaurant.

## **Policy Implications**

Current local planning policy DP9 'Town Centre Development Requirements' and proposed policy DP1 'City Centre Development Requirements' are relevant to this matter.

## **Legislative Implications**

There are no relevant legislative implications relating to this matter.

## **Financial Implications**

The retrospective Application for Planning Approval fee of \$2325.00 which was calculated from the cost of construction has been paid by the applicant.

## **Conclusion**

This Application for Planning Approval has been presented to Council as delegation has been removed from the Chief Executive Officer as an interim measure to control development within the future City Centre prior to the impending Gazettal of Scheme Amendment No. 18.

The development that has been undertaken is considered appropriate and is compliant with the current Scheme and local planning policy provisions. The development has not caused any detrimental affects on neighbouring properties nor local area amenity. It is therefore recommended that the retrospective application be approved.

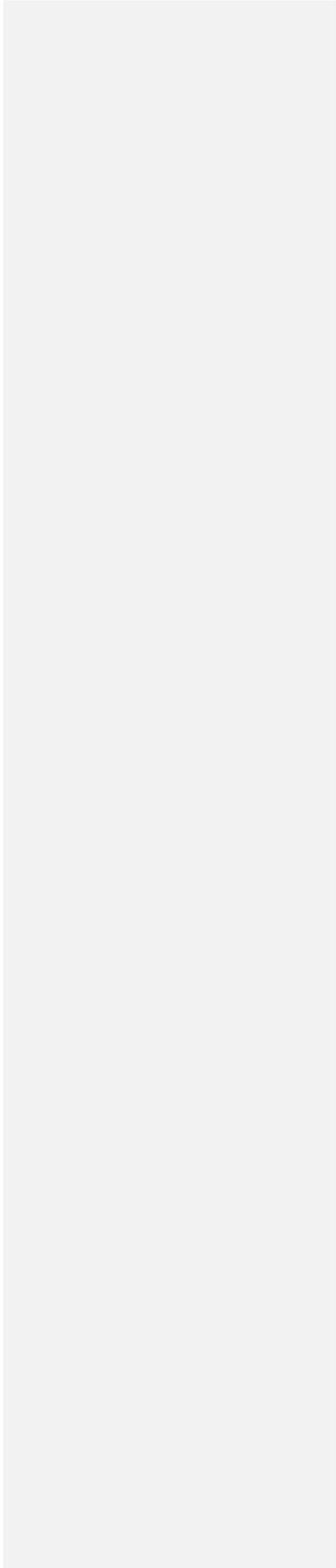
## **Voting Requirements**

Simple.

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## **RECOMMENDATION**

**That Council approve the retrospective Application for Planning Approval P2334 for alterations to the outdoor bar and alfresco dining area associated with a restaurant at Lot 2609 Strata Lot 3 Sharpe Avenue, Karratha.**



### 13.4 MULTI-STOREY MIXED USE DEVELOPMENT - LOT 2 (6) MORSE COURT, KARRATHA

|                                |  |
|--------------------------------|--|
| <b>File No:</b>                | <b>P2197</b>   |
| <b>Attachment(s)</b>           | <b>1. Location Plan</b><br><b>2. Development Plans</b> |
| <b>Responsible Officer:</b>    | <b>Director Development And Regulatory Services</b>    |
| <b>Author Name:</b>            | <b>Planning Officer</b>                                |
| <b>Disclosure of Interest:</b> | <b>Nil</b>   |

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#### REPORT PURPOSE

For Council to consider and make determination of an application for planning approval for the development of a multi-storey mixed use development at Lot 2 (6) Morse Court, Karratha against existing relevant planning controls and with regard to the future implementation of the Karratha City of the North Revitalisation Plan and more specifically, Omnibus Scheme Amendment No. 18 and the draft local planning policy DP1 'City Centre Development Requirements'.

#### Background

Application for Planning Approval P2197 was received 13 January 2010. The application proposes the development of 2 accommodation buildings, a 'car stacker' building and the redevelopment of an existing building into a mixed use café/ office/ staff accommodation building. The proposed development has evolved over the ensuing 9 month period from a maximum height; four storey development with 108 single bedroom serviced units to a total 6 storey's containing 100 single bedroom serviced short stay units and 20 single bedroom serviced units capable of permanent occupation. A further 6 accommodation units have been designated as storage units that have the future potential to be fitted out for habitation however, at this stage due to car parking limitations, will remain unoccupied. Additional onsite facilities and amenities include the multi-storey car stacker, a cafe, gymnasium, swimming pool, outdoor living areas and individual storerooms. The design and layout of the development proposal is detailed by plans attached to this report.

Since the initial application was submitted, significant modifications to the development proposal have occurred. These amendments have arisen for several reasons, most importantly the need to give consideration to the imminent adoption of both the *Shire of Roebourne Town Planning Scheme No. 8 (TPS8) Amendment No. 18* and the draft local planning policy DP1 'City Centre Development Requirements'.

During assessment of the application the Shire's urban design consultancy was engaged to provide advice to the applicant with regards to the design and layout of the proposal with the objective of achieving a functional and improved aesthetic design outcome. This was particularly necessary given the transition period between the existing provisions of local planning policy DP9 'Town Centre Development Requirements' and the adoption of TPS8 Amendment No. 18 and in order not to compromise Council's design and layout principles proposed by the draft DP1.

#### Issues

TPS8 Omnibus Amendment No. 18

The primary objective of TPS8 Omnibus Amendment No. 18 is to rezone the existing Town Centre into the City Centre and to divide the area into 4 separate precincts. At the time of this report being drafted, it is anticipated that the Council will be requested by Planning Services to finally adopt the proposed Omnibus Amendment No. 18.

The subject site is located within the proposed 'Precinct 2 – Commercial'. The amended TPS8 Zoning Table prescribes an 'AA' permissibility for 'short stay accommodation' and multiple dwellings, 'P' when associated with a mixed use development proposal:

*'AA' – the development is not permitted unless the local government has granted planning approval.*

*'P' – the development is permitted by the Scheme*

The Council should be satisfied that favourable determination of the application will not compromise the strategic direction prescribed by Amendment No. 18 and draft DP1 with respect to permissibility of land use within the future City Centre zone.

Car parking

An assessment of the required number of car parking bays was undertaken in accordance with the requirements TPS8 and the Residential Design Codes of Western Australia (R-Codes). The provisions of TPS8 allow for Council to exercise discretion in determining appropriate number of car parking bays where it is deemed that additional bays are required to support the development proposal.

A summary of the number of parking bays required to service the proposed development is set out below.

**PARKING REQUIREMENTS**

| Land Use                   | Car Parking Standards                       | Required Bays |
|----------------------------|---|---------------|
| Multiple Dwellings [20]    | .75 per unit                                | 15            |
| Short stay units [100]     | 1.33  | 133           |
| Staff Accommodation [4]    | 0 (included within short stay requirements) | 0             |
| Office [15m <sup>2</sup> ] | 1 per 30m <sup>2</sup>                      | 0.5           |
| Café [154m <sup>2</sup> ]  | 1 per 6m <sup>2</sup>                       | 26            |
| Gym                        | Incidental                                  | 0             |
| <b>Total</b>               |   | <b>174.5</b>  |

**Car parking bays provided: 173**

The majority of on-site car parking [151 bays] is provided by the proposed multi-level car stacker.

Council discretion is required with respect to the proposed 1.5 bays deficiency. It is recommended that Council endorse the number of bays proposed on the following grounds:

1. Patrons of the café can occupy bays reserved for residents of the accommodation units during daylight hours as it is likely many will be at work and bays will be vacant.
2. Patronage of the café after daylight hours will most likely be by residents that have reserved parking bays.
3. The applicant proposes an on-street bus pick up and drop off bay that will assist in reducing the vehicle dependency of residents.

#### Visual Amenity Including Layout & Built Form

The original development proposal that was submitted for assessment was a 4 level development with the car stacker located on the southern boundary. As previously stated, the Shire's urban design consultant was engaged to provide advice with regard to built form with the aim of assisting in achieving a more visually desirable and functional design outcome. Although there was no policy requirement to adhere to this feedback, the applicant made design amendments with regards to:

- The café provided with a shaded alfresco area fronting Morse Court to assist activating the streetscape;
- The relocation of the car stacker to the centre of the site to avoid blank walls impacting on visual amenity when viewed from the south;
- Reduction in the amount of internal balconies facing the car stacker (blank walls);
- An increase in the extent of shading to balconies, roof tops and some open areas;
- Relocation of the swimming pool to abut Morse Court to add activation to the street;
- Extensive vegetative planting on the eastern side of the lot within the road reserve and surrounding the main outdoor living area (swimming pool); and
- Concealment of the bin storage area from street view.

The revised design has incorporated many of the ideas proposed by the Shire's urban design consultants and is considered an improvement. Furthermore, it provides adequate streetscape activation and optimises the development potential of the site whilst generally maintaining a reasonable pedestrian scale abutting Morse Court.

#### Cafe

As part of the revised design proposal, the café has expanded in floor area and includes an alfresco area on the northern side. A portion of the café alfresco is proposed to be located within the Shire's road reserve. Whilst this is more desirable in terms of human-scale and interaction with the street, the Shire could possibly be liable for claims for damages resulting from incidents within the reserve. Furthermore, the alfresco area may compromise future road works.

If the application is favourably determined, it is recommended that the property registered proprietor indemnify the Shire from any liability for damages that occur from the use of the alfresco area within the Shire road reserve and be required to maintain suitable public liability insurance up to \$20,000,000. These requirements shall be prescribed by a Deed of Agreement between the Shire and the registered proprietor and lodged on the property Certificate of Title as a caveat.

### External Treatment of Car Stacker Walls

The applicant proposes treating the western and eastern building elevations of the car stacker with billboards or other advertising devices. Signage of such a scale would not comply with the Council's Signs, Hoardings and Billposting Local Laws.

If the application is approved, Planning Services recommends that the Council and Chief Executive Officer continue to negotiate with the applicant the preferred treatment of the western and eastern car stacker façades in order to determine the most appropriate mechanism to ensure local area amenity is not detrimentally affected.

### Facility Management

The applicant has submitted a Management Statement prepared in accordance with the provisions of the *Strata Titles Act 1985*. The key elements of the Management Statement include:

1. Letting and other arrangements for occupancy shall be directly managed by an Accommodation Manager appointed as the strata company manager.
2. All accommodation units shall be regularly serviced including changes of linen and towels.
3. Maintenance of swimming pool hygiene and signage.
4. Control of residents' storerooms and vehicle parking.
5. The rights and responsibilities of residents including appropriate behaviour, depositing of rubbish and outdoor display of laundry items.
6. The requirement for local government approval prior to alteration to the Management Statement.

Planning Services are of the opinion that the Management Statement will adequately control the ongoing use of the site with the exception of By-Law 16 that is required to be amended to nominate which units shall be occupied as 'short stay' units. Compliance with the Management Statement shall form part of development approval, if granted, and be lodged on the future Strata Title.

### Location of Bin Compound

A minor amendment is required to the site plan being the location of the bin compound to enable access by a minimum 12.5m loading front loading collection vehicle. The most suitable location for the bin compound is to displace and relocate, car parking bays 17 & 18. This design modification should form a condition of planning approval including the requirement for the applicant to submit an amended site plan demonstrating the revised bin compound location.

### **Options**

Council has the following options available:

1. Approve the application for planning approval.
2. Approve the application for planning approval subject to:
  - a) Further negotiation between the Council, Chief Executive Officer and the Applicant regarding the external treatment of the western and eastern car stacker façades. Once agreed, the determination shall form part of the approval.

- b) The property registered proprietor and the Shire entering into a Deed of Agreement, prepared by a suitably qualified legal practitioner, to be lodged on the Certificate of Title that:
    - i. Indemnifies the Shire from liability for any claims for damages that may result in the use of the alfresco area within the road reserve.
    - ii. Requires the registered proprietor to maintain public liability insurance of minimum \$20,000,000.
    - iii. Requires the registered proprietor to reinstate the road reserve to its former condition when ordered at any time by the Shire. All costs associated with the works shall be met by the registered proprietor.
  - c) By-Law 16 of the Strata Management Statement being amended to nominate which units shall be occupied as 'short stay' units.
  - d) The applicant providing to Planning Services a schedule of costs associated with the construction of the development in order for the correct planning application fee to be determined and the applicant making payment of the difference between the \$5,100 fee already paid.
  - e) The applicant submitting to Planning Services an amended site plan that demonstrates the relocation of the bin compound to displace and relocate, car parking bays 17 & 18.
  - f) Other standard and relevant conditions as determined under delegated authority.
3. Approve the application for planning approval subject to any combination of conditions stated in option 2 and other conditions as determined by the Council.
4. Refuse the application for planning approval on grounds to be determined by the Council.

#### **Policy Implications**

On the basis that local planning policy DP9 'Town Centre Development Requirements' is the current adopted mechanism of development control within the Town Centre zone, the application has been largely assessed against its provisions however, due regard has been given to draft policy DP1 'City Centre Development Requirements' with respect to built form and layout.

#### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

#### **Financial Implications**

The applicant has made payment of \$5,100 planning application fee based on a proposed development cost of \$5,500,000 for the original design (108 units up to four [4] storeys). Since the point of application, the proposal has increased to 120 units (and 6 additional storage units proposed to be converted to accommodation units) and an additional two [2] storeys. It is the belief of Planning Services that the eventual development cost has increased significantly and therefore, the required application fee has also increased.

Planning Services recommend that the applicant provide an accurate schedule of costs that demonstrates the actual development cost including materials, transport and labour so that the difference between the planning application fee already paid and the required application fee can be determined and the Shire adequately recompensed.

### **Conclusion**

The development application is compliant with the current local planning policy DP9 'Town Centre Development Requirements'. Whilst there is no current policy to provide guidance to architectural built form in the town centre, consideration was given to the provisions of the draft policy DP1 'City Centre Development Requirements' and how the development could endeavour to address these in the interim, prior to formal adoption.

The feedback provided by the Shire's urban design consultants has resulted in a revised layout and built form which better addresses and provides for more interaction with the street. This in turn, further aligns with the objectives of draft policy DP1 'City Centre Development Requirements'.

Morse Court is an important location on the future 'Karratha Terrace' link and this development will provide a much needed source of accommodation. The proposal presents as an opportunity to inject vibrancy into the town centre via an increase in numbers of people which has the potential for a flow on effect for local business and after hours hospitality. This is an objective of the City Centre Masterplan and more generally facilitates the strategic direction for Karratha.

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

### **Voting Requirements**

Simple.

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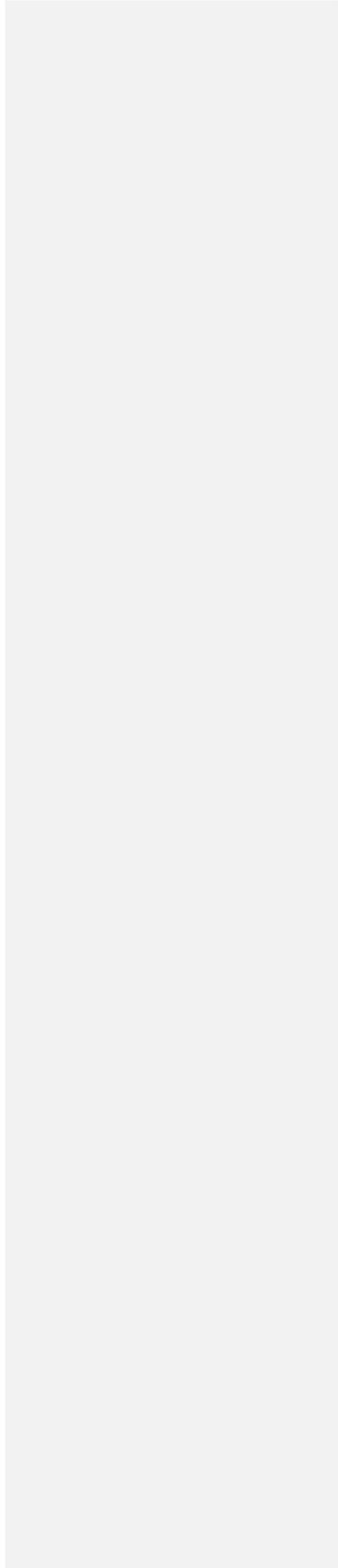
### **RECOMMENDATION**

**That Council:**

**Approve planning application P2197 that proposes a multi-storey mixed use development at Lot 2 (6) Morse Court, Karratha subject to:**

- 1. Further negotiation between the Council, Chief Executive Officer and the Applicant regarding the external treatment of the western and eastern car stacker façades. Once agreed, the determination shall form part of the approval.**
- 2. The property registered proprietor and the Shire entering into a Deed of Agreement, prepared by a suitably qualified legal practitioner, to be lodged on the Certificate of Title that:**
  - a. Indemnifies the Shire from liability for any claims for damages that may result in the use of the alfresco area within the road reserve.**
  - b. Requires the registered proprietor to maintain public liability insurance of minimum \$20,000,000.**
  - c. Requires the registered proprietor to reinstate the road reserve to its former condition when ordered at any time by the Shire. All costs associated with the works shall be met by the registered proprietor.**
- 3. By-Law 16 of the Strata Management Statement being amended to nominate which units shall be occupied as 'short stay' units.**
- 4. The applicant providing to Planning Services a schedule of costs associated with the construction of the development in order for the correct planning application fee to be determined and the applicant making payment of the difference between the \$5,100 fee already paid.**

5. **The applicant submitting to Planning Services an amended site plan that demonstrates the relocation of the bin compound to displace and relocate, car parking bays 17 & 18.**
6. **Other standard and relevant conditions as determined under delegated authority.**







**ATTACHMENT 2 – DEVELOPMENT PLANS, SEE ATTACHED**





**2. That Council withdraw delegation to the Chief Executive Officer for the town centre area as defined in proposed Scheme amendment no 18 until such time as time as Scheme amendment 18 and policy DP1 is gazetted.**

The resolution removed delegation from the Chief Executive Officer to approve development in the Town Centre and the application has therefore been referred to Council for determination. This initiative aims to assist in the implementation of the City Centre Vision and Masterplan by ensuring greater integration and consistency of development applications with the City Centre Vision and Master Plan and is applied for during the interim period prior to the final adoption of the statutory tools, Scheme Omnibus Amendment No. 18 and draft local planning policy DP1 'City Centre Development Requirements'.

**Issues**

General Compliance

The shed has a proposed wall and overall height of 4m and 4.8m respectively. This is necessary to allow the fire truck/s to be stored without causing damage to the communication aerials. The structure is setback around 37 metres from the street boundary which assists in reducing the impact on amenity of the site when viewed from Welcome Road. Furthermore, the Shed will be constructed of a colour matching the existing fire station and there is an existing 1.8m front boundary fence which creates further separation. The existing parking areas will be not be impacted upon and access to the site will remain as present.

It is the opinion of Planning Services that the proposed shed is compliant with existing planning policy and will not have detriment on local area amenity nor compromise the objectives of draft DP1 and the greater City Centre Masterplan vision.

**Options**

Council has the following options available:

1. To approve the storage shed at Lot 1091 [48-50] Welcome Road, Karratha subject to relevant conditions determined under delegation.
2. To refuse the storage shed at Lot 1091 [48-50] Welcome Road, Karratha.

**Policy Implications**

DP9 'Town Centre Development Requirements' and draft DP1 'City Centre Development Requirements'.

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

The application fee was waived as the applicant is a not for profit organisation providing a community service.

**Conclusion**

This item has been presented to Council as delegation has been removed from Administration as an interim measure as part of the implementation of Scheme Amendment No. 18. The proposed height and size of the shed has been appropriately justified by the applicant as necessary for storage of vehicles.

The impact on amenity will be minimal given that it is significant setback from the street frontage in the rear corner of the lot. The shed exterior will be treated to the same colour as the existing fire station and is further screened by the 1.8m front boundary fence already constructed.

It is therefore recommended that Council approve the application

**Voting Requirements**

Simple.

---

**RECOMMENDATION**

**That Council approve the Storage Shed at Lot 1091 [48-50] Welcome Road, Karratha subject to relevant conditions as determined under delegation.**



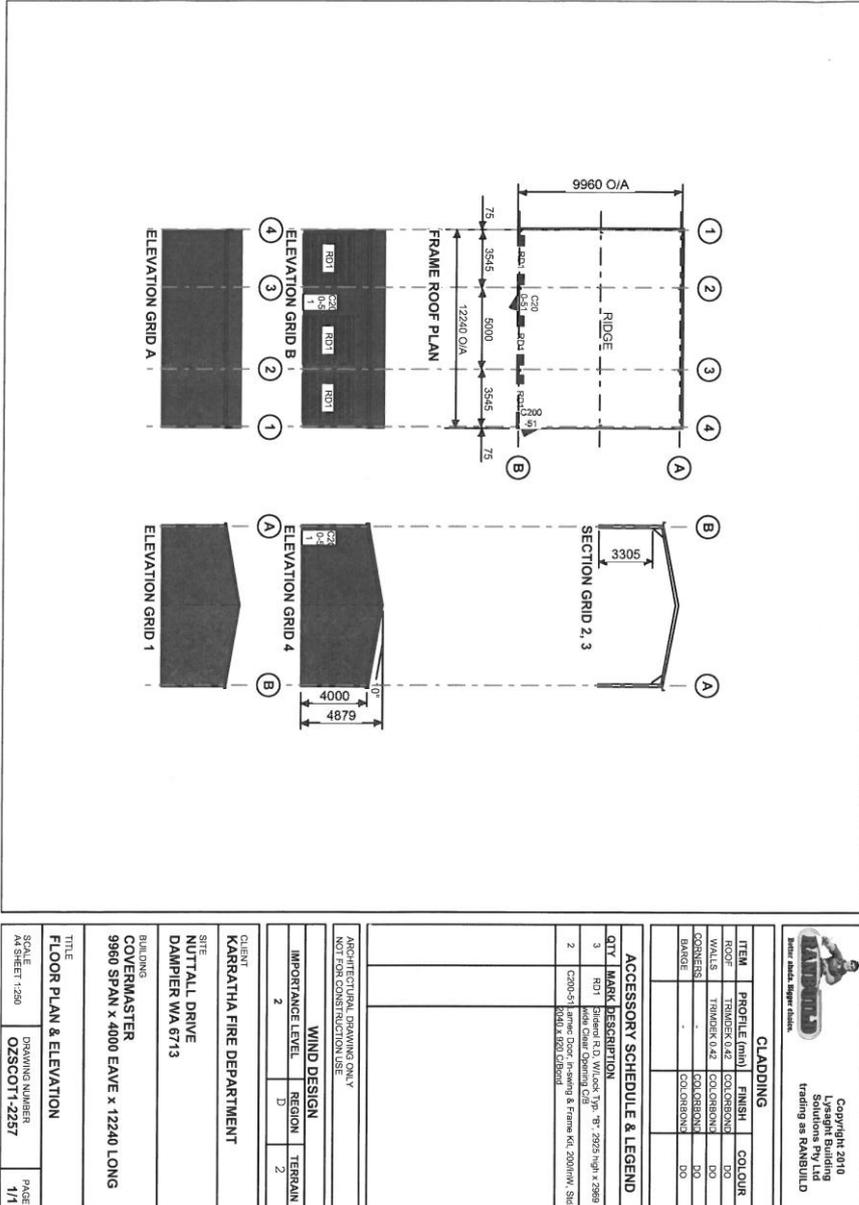
**ATTACHMENT 1 – DEVELOPMENT PLANS**

Kerrimah Volunteer Fire & Rescue Service – Application for Shed

Aerial photo of site showing proposed shed (to scale)



North  
↑



Copyright 2010  
 Lyngent Building  
 Solutions Pty Ltd  
 trading as RANBUILD

| CLADDING |              |               |
|----------|--------------|---------------|
| ITEM     | PROFILE (mm) | FINISH COLOUR |
| WALLS    | TRIMARK 042  | COLOURBOND DD |
| ROOF     | TRIMARK 042  | COLOURBOND DD |
| CORNERS  | -            | COLOURBOND DD |
| RANGE    | -            | COLOURBOND DD |

| ACCESSORY SCHEDULE & LEGEND |  |
|-----------------------------|--|
| QTY                         | MARK DESCRIPTION   |
| 3                           | RDT Standard R.D. Willock Type "B", 2025 High x 2889                   |
| 2                           | C200-51 Riser Cladding Panels & Frames (H: 2010mm, S: 800mm, D: 200mm) |

| WIND DESIGN      |        |         |
|------------------|--------|---------|
| IMPORTANCE LEVEL | REGION | TERRAIN |
| 2                | D      | Z       |

CLIENT  
 KARATHA FIRE DEPARTMENT

SITE  
 NUTTALL DRIVE  
 DAMPIER WA 6713

BUILDING  
 COVERMASTER  
 9960 SPAN x 4000 EAVE x 12240 LONG

| TITLE    |                |      |
|----------|----------------|------|
| SCALE    | DRAWING NUMBER | PAGE |
| AS SHOWN | OZSCOT12257    | 1/1  |

**13.6 PROPOSED CARETAKERS DWELLING AND STOREROOM - LOT 1432  
WELCOME ROAD, KARRATHA**

|                                |   |
|--------------------------------|---|
| <b>File No:</b>                | <b>P2340</b>  |
| <b>Attachment(s)</b>           | <b>1. Site Plan</b><br><b>2. Elevation Plan</b>     |
| <b>Responsible Officer:</b>    | <b>Director Development And Regulatory Services</b> |
| <b>Author Name:</b>            | <b>Consultant Planner</b>                           |
| <b>Disclosure of Interest:</b> | <b>Nil</b>  |

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**REPORT PURPOSE**

The purpose of the report is for Council to consider an application for planning approval for the addition of a Caretaker's Dwelling and storage area to Lot 1432 Welcome Road, Karratha.

The report is before Council in light of the recent removal of delegation to the Chief Executive Officer for all development located in the Town Centre zone.

**Background**

Lot 1432 is a local reserve under the management of the St. John Ambulance Association in Western Australia Inc. It is located at the corner of Welcome Road and Balmoral Road on the periphery of the Town Centre area.

An application was received from the Karratha St. John Ambulance branch for the addition of a caretakers dwelling and storage area to the existing facilities located on site. The following summarises the proposed development:

- the additions are located to the rear of the existing building and will be partially visible from Balmoral Road;
- they are made of transportable structures that are inconsistent with the existing colours and materials on-site;
- it will replace a St John's Caravan which is currently in the location of the proposed caretakers dwelling; and
- it will require the removal of an ambulance officers car bay located within the building line of the property from the Balmoral Road Frontage.

**Issues**

The application has been assessed having regard to:

- The Shire of Roebourne Town Planning Scheme No. 8 (TPS8),
- DP9 – Town Centre Zone requirements; and
- Draft DP1 – Karratha City Centre Development Requirements.

The proposed development generally complies with the provisions of the Shire of Roebourne TPS8 and DP9.

Given the minor nature of the works proposed and the location of the site on the periphery of the Town Centre, limited weight has been placed on the draft DP1 Policy which is intended to guide larger scale redevelopments of properties in the town centre. It is noted however that the development of a transportable is not consistent with the quality of built form desired in the Town Centre moving forward. Notwithstanding this, the building will be predominantly screened from view other than from Balmoral Road.

To ensure there is no adverse impact on the streetscape of Balmoral Road, it is therefore recommended that in removing the ambulance officer bay, the area in front of the caretaker's dwelling be reinstated as a garden area and adequately landscaped to the satisfaction of the Shire.

In summary, the proposed development:

- Is minor in nature;
- Generally complies with the objectives of TPS8, DP9 and DP1
- Will have limited impact on the surrounding amenity of the area; and
- Can be adequately screened by appropriate landscaping to protect the streetscape from any adverse impact.

#### **Options**

Council has the following options available:

1. Approve the application subject to standard conditions.
2. Approve the application subject to a requirement to undertake landscaping in the Balmoral Road setback area in accordance with an approved landscape plan.
3. Refuse the application

#### **Policy Implications**

DP9 and Draft DP1 are relevant to the proposal as it is located in the Town Centre zone.

#### **Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

#### **Financial Implications**

The applicant has made payment of \$228.16 planning application fee.

#### **Conclusion**

The proposed additions of a caretakers dwelling and storage area to the existing St. Johns Ambulance depot in Karratha are minor in nature and will have no detrimental impact on the area or the future vision for the Town Centre as outlined in the Karratha Town Centre Master Plan Document.

It is recommended the application be approved subject to a suitable landscaping plan which will enhance the streetscape of Balmoral Road.

#### **Voting Requirements**

Simple.

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#### **RECOMMENDATION**

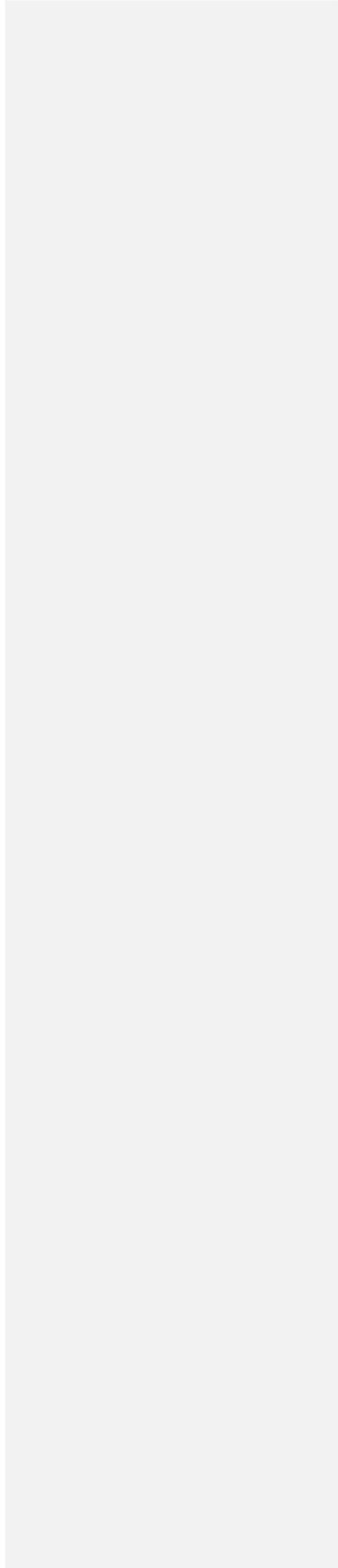
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**That Council:**

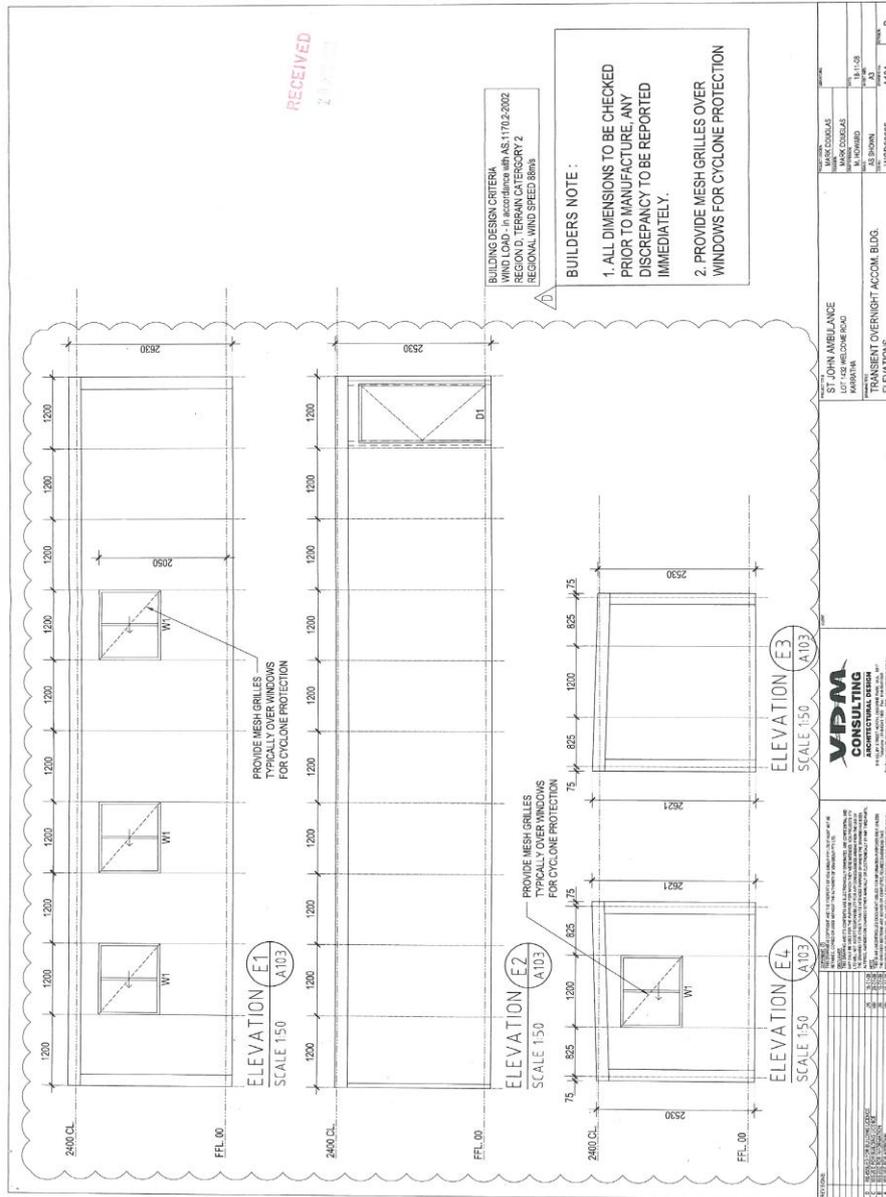
**Approve the application for a caretaker's dwelling and additional storeroom to the existing development located at Lot 1432 Welcome Road, Karratha subject to the following condition:**

- **Prior to the issue of a Building Licence a detailed, landscaping and reticulation plan shall be submitted for approval for the portion of the Balmoral Road setback area. Once endorsed, this plan shall form part of this approval.**





ATTACHMENT 2 – ELEVATION PLANS







**13.7 FINAL ADOPTION OF THE PROPOSED SHIRE OF ROEBOURNE TOWN  
PLANNING SCHEME NO.8 OMNIBUS AMENDMENT NO.18**

|                                |  |
|--------------------------------|--|
| <b>File No:</b>                | <b>LP.47</b>   |
| <b>Attachment(s)</b>           | <b>1. Submissions</b><br><b>2. Proposed TPS8 Scheme Text</b> |
| <b>Responsible Officer:</b>    | <b>Director Development And Regulatory Services</b>          |
| <b>Author Name:</b>            | <b>Senior Planning Officer</b>                               |
| <b>Disclosure of Interest:</b> | <b>Nil</b>   |

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**REPORT PURPOSE**

For the Council to consider the final adoption of the proposed Amendment No. 18 to the Shire of Roebourne Town Planning Scheme No. 8 (TPS8) to

1. Rezone the Karratha Mixed Business and Town Centre zone and create a City Centre Zone
2. Insert appropriate provisions into the Scheme to implement the Karratha City of the North City Centre Master Plan
3. Update the Scheme Text to reflect current orderly and proper planning principles relevant to Shire of Roebourne
4. Amend the Scheme Maps to reflect the Karratha City Centre Zone and to identify Development Areas over existing Urban and Industrial Developments Zones

**Background**

Amendment 18 to TPS8 implements the 'City of the North Growth Plan' adopted by the Council.

The 'City Growth Plan' aims to develop Karratha as a major City of the North, as a part of the State Government's Pilbara Cities Vision to encourage more people to live and settle in the Pilbara. The City Growth Plan forms a key part of the Karratha City of the North Project to revitalise the town and facilitate future development of up to 50,000 people in the medium term.

This Amendment seeks to address the planning framework for the Karratha Town Centre principally to create a 'City Centre' and implement a series of consequential textual changes that relate to matters and areas outside the Town Centre. In addition, the proposed Scheme Amendment sets out matters that must be addressed by a Development Plan.

At its meeting of 15 March 2010 (Item No. 11.1.3) the Council of the Shire of Roebourne resolved to:

***Initiate the proposed Shire of Roebourne Town Planning Scheme No. 8 Omnibus Amendment 18 to rezone that extent of the Karratha township zoned 'Town Centre' and that extent of land zoned 'Mixed Business' centred around Crane Circle to the 'City Centre' zone in addition to the extent of variations as identified in the tabled Town Planning Scheme No 8.***

The Environmental Protection Authority advised that under s.48A of the *Environmental Protection Act 1986* Amendment 18 is not subject to formal environment assessment.

On that advice, the Scheme Amendment was advertised in accordance with the requirements of the *Town Planning Regulations 1967* for a period of 42 days. Submissions closed on 23 September 2010.

Local Planning Policy DP1 'City Centre Development Requirements' was advertised at the same time.

Six submissions were received and are summarised in the table below. Planning analysis and recommendations in relation to the submissions are included in the table.

|                 |  |
|-----------------|--|
| <b>1.</b>       | <b>Fire and Emergency Services of Western Australia (FESA)</b><br><br><u>Submission Points</u><br>a. Written submission stating FESA have no comment and seeking to be kept informed of progress of amendment<br><br><u>Recommendation:</u><br>That the submission be received.  |
| <b>2.</b>       | <b>Taylor Burrell Barnett (TBB) for Rio Tinto (RTIO)</b><br><br><u>Submission Points:</u><br><br>a. Support the increased use of permitted standards in general<br><br>b. Support the exemption from requiring planning approval any development associated with mining operations as defined by the Mining Act.<br><br>c. Concern that the new clause does not specifically exempt mining activities under a State Agreement. Request the wording of clause 4.1.3(z) (exempting certain activities from requiring planning approval) be replaced with the following:<br><br><i>"Any development associated with mining operations, as defined by the Mining Act, and the subject of a Mining Act approval or State Agreement Act."</i><br><br>d. RTIO has a legal interest in the land the subject of the proposed Development Plan for Wickham South by way of a special lease granted by the Crown to the Robe River Joint Venture (RRJV) and seek that clause 7.2.1 (a) be amended to include an "interest holder" in the definition of "owner". |
| <b>Page 173</b> |  |

Planning Analysis

State Agreements are contracts between the Government of Western Australia and proponents of major resources projects which are ratified by an Act of the State Parliament. They specify the rights, obligations, terms and conditions for development of the project and establish a framework for ongoing relations and cooperation between the State and the project proponent.

The terms and conditions of an agreement may specify varying degrees of compliance with local government planning provisions. While the requirements do not extend to planning approval, assessment of planning matters to determine the effects of a proposal is usually anticipated in the agreement.

Planning Recommendations:

That the submission be received.

That clause 4.1.3 (z) of the Scheme be amended to exempt:

*Any activity associated with mining operations, as defined by the Mining Act that is the subject of a Mining Act Approval or a State Agreement ratified by an Act of the State Parliament.*

That an advice note be added to the scheme beneath clause 4.1.3 (z) as follows:

*Where a mining operation as defined by the Mining Act is exempt from requiring planning approval, assessment of the proposal from a planning perspective may be required under the State agreement or a Mining Act approval. If so the proposal must be submitted to the Council in such detail as is necessary to allow the Council to give due consideration to the effects of the activity as required by the agreement and to provide informed comment to the State.*

That the Council decline to replace the term “owner” with interest holder and that clause 7.2.1(a) be retained as proposed.

That Appendix 1 Dictionary of Defined Terms be amended to include the definition of ‘owner’ as defined in the Planning Regulations 1967 as follows:

“owner”, in relation to any land, includes the Crown and every person who jointly or severally whether at law or in equity —

- (a) is entitled to the land for an estate in fee simple in possession;
- (b) is a person to whom the Crown has lawfully contracted to grant the fee simple of that land;
- (c) is a lessor or licensee from the Crown; or
- (d) is entitled to receive or is in receipt of, or if the land were let to a tenant, would be entitled to receive, the rents and profits from the land, whether as beneficial owner, trustee, mortgagee in possession or otherwise;

|           |  |
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| <b>3.</b> | <p><b>Department of Water (DoW)</b></p> <p><u>Submission Points:</u></p> <ul style="list-style-type: none"><li>a. Ensure appropriate consideration is given for total water cycle management at all stages of the planning process and that Water Sensitive Urban Design (WSUD) and Best Management Practice (BMP) are implemented within the local government boundaries by both the council and private industry (ie. developers, business, residents).</li><li>b. Supports the Karratha City of the North Project plans to develop a Regional Water Management Plan to support and guide future subdivisions.</li><li>c. Supports the Omnibus Scheme amendment and accepts the introduction of a City Centre Zone to support the transition from a regional town to a 'city of the north'.</li></ul> <p><u>Planning Analysis:</u></p> <p>The Shire of Roebourne has committed to develop an Integrated Water Management Strategy as Part of the Karratha City of the North Plan released in 2010. Scheme amendments to implement the strategy will be identified as part of that process.</p> <p>Consideration of urban water management is provided for under section 7.2.5 'Details of a Proposed Development Plan'.</p> <p>Appendix 8 relating to efficient use of water resources is listed as one of the matters that Development Plans in the Urban Development Zone should address.</p> <p><u>Planning Recommendations:</u></p> <p>That the submission be received.</p> <p>That Scheme Amendment 18 remain unchanged in relation to this submission.</p> <p>That any scheme amendment to implement better water management through water sensitive urban design be considered following the development of the Integrated Water Management Strategy.</p> |
| <b>4.</b> | <p><b>Department of Indigenous Affairs</b></p> <p><u>Submission Points:</u></p> <ul style="list-style-type: none"><li>a. Require the developer to consider any potential impact the development plans may have on Aboriginal heritage.</li><li>b. Require comprehensive Aboriginal Heritage surveys be undertaken prior to any ground disturbing activity so as to identify any Aboriginal heritage values on the land.</li><li>c. That surveys are conducted with the participation of relevant Traditional Owner groups, past site informants and other Aboriginal people known to have specific</li></ul>   |

|  |
|--|
| <p>cultural knowledge of, or associations with, the area in order to identify heritage sites and the potential impacts to heritage values throughout these localities.</p> <p><u>Planning Analysis:</u></p> <p>While Section 7.2.5 gives discretion to the local government to determine the extent of detail required in respect of conservation and heritage values, Appendix 8 of the proposed amendment relating to Development Plans sets out matters that <u>shall</u> be addressed in Development Plans and includes at (v)</p> <p><i>“existing places and features of <b>Aboriginal</b> and non-Aboriginal heritage and/or cultural significance, including natural landscapes, flora and fauna in addition to built structures and other modified environments”</i></p> <p>Unless a heritage survey has been undertaken for the area, a full survey of the development area would be required in order to determine the heritage values including Aboriginal heritage values.</p> <p>While the heritage survey might be captured by the requirement in Appendix 8 there does not appear to be any compulsion in the Scheme or Local Planning Policies for the local authority or land owner to consult with Aboriginal or other affected persons regarding the findings of a survey.</p> <p>Section 6.9.30 incentivises heritage conservation by providing for an increase of up to 50% dwelling density where significant landscape features are protected, heritage conservation works are carried out or a cash contribution is made to a fund set up by the Council for the purpose heritage conservation.</p> <p><u>Planning Recommendations:</u></p> <p>That the submission be received.</p> <p>That the provisions of the Scheme remain unchanged in relation to Aboriginal heritage.</p> <p>That a local planning policy for Heritage be developed in consultation with the Department of Indigenous Affairs and other affected groups and organisations. The policy should include a definition of heritage.</p> |
|--|

5.

**Department of Environment and Conservation (DEC)**

Submission Points:

- a. Concern with locating incompatible landuses in close proximity.
- b. Oppose the placement of industrial activities within residential and or recreational areas due to noise, dust and odour issues that may arise.
- c. Suggest that Guidance Statement No. 3 (Environmental Protection Authority – Separation Distances between Industrial and Sensitive Land Uses) be referred to for advice.
- d. Concern that the changes may result in prescribed activities under Schedule 1 and/or 2 of the Environmental Protection Regulations 1987 establishing without a works approval.
- e. Assert that the Environmental Protection Regulations 1987 may apply even where the premises are not prescribed.

Planning Analysis:

As proposed, the City Centre is divided into four distinct precincts each with a predominant use. Planning approval is required in order to locate activities that are not 'permitted' within a precinct. Care has been taken to ensure that the permitted activities that can locate as of right are compatible. For those uses that require planning approval, performance criteria including consideration of the effects of noise, dust and odour emissions as well as effects of reverse sensitivity apply. For those areas zoned Urban Development an endorsed development plan is required and zoning, including the type of precinct, will be determined in accordance with the development plan. Comprehensive consideration is given to the separation distances and reverse sensitivity through the development plan process.

It is unlikely that any activity prescribed under industry regulations would be able to achieve the performance standards within any of the precincts in the City Centre Zone therefore it is not considered there is a risk of prescribed activities locating in the city centre.

Planning Recommendations:

That the submission be received.

That the provisions of proposed Amendment 18 relating to the City Centre Precincts and Urban Development Zone remain unchanged in relation to this submission.

|          |   |
|----------|---|
| <b>6</b> | <p><b>Development and Regulatory Services / Shire of Roebourne</b></p> <p><u>Submission Points:</u></p> <ul style="list-style-type: none"><li>a. There are a number of minor grammatical errors in the document that require correction. Those changes are marked up in the Scheme text .</li><li>b. Where development is to be provided for in a Development Area for which a Development Plan is not in place, appropriate performance criteria should be included to ensure consistency with the intention for the Development Area.</li></ul> <p><u>Analysis:</u></p> <p>Section 6.4.1 gives the Council discretion to require a development plan for all or part of a development area. Section 7.2.3.3 in relation to special control areas provides for local government to recommend subdivision or approve the development of land prior to a Development Plan coming into effect if it is satisfied that this will not prejudice the purpose or requirements of the Development Plan area.</p> <p>Development plans are intended as a comprehensive and integrated land use and development template to ensure development achieves a workable block structure, integrates services and coordinates development. Where a development is allowed to occur and a development plan has not been adopted for the area, the development may compromise the long term objectives / plans for the area unless due consideration is given to the effects of the proposal.</p> <p>Requiring development plans for all development in a DA limits the ability for the owner of a single land parcel to develop or redevelop a property in the area without coordinating with other land owners. However, the Scheme text at 3.2.3 and at 7.2.3.3 gives the council the discretion to waive the requirement for a Development Plan. This discretion is not reflected in the activity table or Appendix 7 'Development Areas' which requires a Development Plan for all of the proposed Development Areas.</p> <p>In order to provide for the discretion at 3.2.3 and 7.2.3.3, assessment criteria should be formulated to guide the Council when assessing such applications.</p> <p><u>Recommendations:</u></p> <p>That the submission be received.</p> <p>Add the following to assessment criteria to 7.2.3.4</p> <p><i>An application for development within a Development Area for which a Development Plan is not in place shall include an assessment of the effects of the proposal on:</i></p> <ul style="list-style-type: none"><li>i) <i>the provisions of Section 7.2.5.1 (a) to (l) in such detail as is considered necessary by the Council to determine the impact of the proposal on the purpose or requirements of the Development Plan area.</i></li><li>ii) <i>those matters set out in Appendix 8 that the local government consider to be relevant to the proposal.</i></li><li>iii) <i>the provisions of any design guides or local policies considered to be relevant to the area</i></li><li>iv) <i>any other matter the local government considers necessary to assess the application</i></li></ul> |
|          | <b>Page 178</b>   |

**Issues**

In making a decision regarding whether to finally adopt TPS8 Amendment No. 18, Council must acknowledge and give consideration to the submissions received during the advertising period.

**Options**

Council has the following options available:

1. To finally adopt Amendment 18 to TPS8 as advertised.
2. To finally adopt Amendment 18 to TPS8 subject to all or some of the recommendations included in this report and any further modifications as the Council deems necessary.
3. To refuse to adopt Amendment 18 to TPS8.

**Policy Implications**

Policy number DP1 titled Crane Circle Mixed Business Zone Development Requirements and Proposed DP1 Karratha City Centre Development Requirements are relevant to this matter.

**Legislative Implications**

There are no relevant legislative implications pertaining to this matter.

**Financial Implications**

The expenditure is in accordance with the budget.

**Conclusion**

Amendment 18 is a precursor to a full scheme review and serves as the first step in implementing the plans for Karratha to become a 'City of the North' by introducing the City Centre zone and its four precincts

Consideration of the submissions has resulted in a number of recommendations for minor changes to the Scheme text and appendices. Those changes will strengthen the Scheme and capitalise on an opportunity to further correct and align that part of the Scheme text that is not affected by the introduction of the City Centre.

Proposed Amendment 18 to TPS8 and the recommended changes are consistent with the vision for Karratha and facilitate orderly and proper planning.

**Voting Requirements**

Simple.

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**RECOMMENDATION**

**That Council:**

1. Resolves to acknowledge the submissions received from Fire and Emergency Services of Western Australia, Taylor Burrell Barnett for Rio Tinto, the Department of Water, the Department of Indigenous Affairs, the Department of Environment and Conservation and the Shire of Roebourne Planning Services Service Unit.
2. Resolves to finally adopt the proposed Shire of Roebourne Town Planning Scheme No. 8 Omnibus Amendment 18 to rezone that extent of the Karratha township zoned 'Town Centre' and that extent of land zoned 'Mixed Business' centred around Crane Circle to the 'City Centre' zone in addition to the extent of variations as identified in the tabled Town Planning Scheme No 8 text.
3. Resolves to request the Minister of Planning to approve Scheme Amendment No. 18.



## ATTACHMENT 1 - SUBMISSIONS

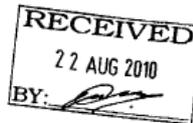
Submission (6)

Form No. 4

[Regs. 16(1) and 20(2).]

*Town Planning and Development Act 1928*

TO: The Chief Executive Officer of the Shire of Roebourne



### SUBMISSION ON

**SCHEME AMENDMENT** No 18 and Local Planning Policy DP1 City Centre Development Requirements

Name: Leah Alexander for the Planning Services Department - Shire of Roebourne

Phone. 91868534

Address: Shire of Roebourne Offices Karratha.

#### **SUBJECT OF SUBMISSION**

*(State how your interests are affected, whether as a private citizen, on behalf of a company or other organisation, or as an owner or occupier of property.)*

The Shire of Roebourne Planning Services Department is responsible for the administration of Town Planning Scheme No. 8 and Local Planning Policy DP1 City Centre Development Requirements. The Department is concerned to ensure that the provisions of the scheme achieve consistency and certainty for the public and administrators.

#### **ADDRESS OF PROPERTY AFFECTED BY SCHEME**

Shire of Roebourne principally Karratha Town Centre (City Centre)

#### **SUBMISSION**

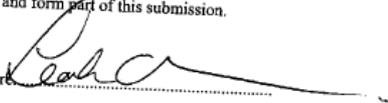
The Shire of Roebourne Planning Services staff have reviewed Proposed Scheme Amendment 18 and believe some changes are necessary to achieve intended outcomes, to correct errors and to make consequential amendments to the text.

- a. There are a number of minor grammatical errors in the document that require correction. Those changes are marked up in the Scheme text.
- b. Where development is to be provided for in a Development Area for which a Development Plan is not in place, appropriate performance criteria should be included to ensure consistency with the intention for the Development Area.

Review of DP1 City Centre Development Requirements has also been undertaken. The planning department acknowledges that the policy does not form part of the Scheme but takes this opportunity to

include a submission on that document. The submission covers alignment of objectives and clarification of policy provisions.

The marked up documents are attached and form part of this submission.

Date: 22 Aug 2010 Signature: 

Submission 1

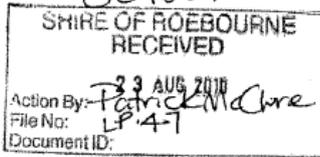


Our Ref: 10-0131  
Your Ref: LP.47: 087207

Phone enquiries: Kim Lambkin  
Direct 9159 1400  
Fax: 9143 1236  
Email: kim.lambkin@fesa.wa.gov.au

Pibara Region  
Unit 15 Waresmie Road  
P O Box 1627  
KARRATHA WA 6714

Phone Enquiries: (08) 9143 1227  
Fax No: (08) 9143 1236



Shire of Roebourne  
Planning Services  
PO Box 219  
Karratha WA 6714

Attention: Patrick McClure

Dear Sir

**REFERRAL RESPONSE – SOR Town Planning Scheme No.8 Amendment 18**

I refer to your letter dated 10 August 2010 regarding the above referral.

Please be advised that the Fire and Emergency Services Authority of Western Australia (FESA) has no comment.

FESA would like to be kept informed of any progress with this scheme.

Should you require further information please contact Mr Kim Lambkin at our Karratha office on 9159 1400.

Yours faithfully

  
Kim Lambkin  
A/District Manager Burrup  
Operational Services

August 20, 2010

Our Vision: A Safer Community



Submission 2

Our Ref: 08/073 RC:ct

20 September 2010

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

Dear Sir

**SUBMISSION ON PROPOSED OMNIBUS SCHEME AMENDMENT NO. 18**

Taylor Burrell Barnett (TBB), on behalf of our client Rio Tinto (RTIO), a significant landowner, interest holder, developer and stakeholder in the Shire of Roebourne (the Shire), hereby lodges this submission with the Shire regarding the abovementioned proposed Omnibus Scheme Amendment. In particular, the comments we are providing relate to the application of the various Scheme Amendment proposals contained in the Omnibus Amendment to RTIO's major land, development and infrastructure interests in and around Wickham and Cape Lambert.

**REQUIREMENT FOR PLANNING APPROVAL**

Council is commended for its attempt to expand the list of matters which do not require planning approval in clause 4.1.3, in an attempt to reflect standard practices and ensure that Council's time and resources are better spent on assessment and determination of application to which the planning approval process clearly adds value and is warranted.

Of particular note, is the proposal to exempt from the requirement for Planning Approval, any development associated with mining operations as defined by the Mining Act. While the intent is clear, the new clause may still be open to interpretation in the future, due to the absence of reference to mining operations which are undertaken under both the Mining Act and a State Agreement Act.

The wording of this clause may mean that RTIO's mining operations under its State Agreement Act are inadvertently excluded and, therefore, not specifically exempt from the requirement for Planning Approval. So as not to inadvertently discriminate against mining activities under a State Agreement Act, it is recommended that Council replace the wording of proposed clause 4.1.3 (z), with the following:

*"Any development associated with mining operations, as defined by the Mining Act, and the subject of a Mining Act approval or State Agreement Act."*

**DEVELOPMENT PLANS AND DEVELOPMENT AREAS**

The proposed amendments to the Development Plan requirements are extensive. TBB, on behalf of RTIO have significantly progressed a Draft Development Plan for Wickham South and seek confirmation from Council that the amendments proposed will not impact on Council's consideration of the Wickham South Development Plan due to be submitted for approval to advertise in October 2010. We would also like to take the opportunity to comment on the wording of some of the new requirements for Development Plan and Development Areas, as referenced in Amendment 18.

Proposed clause 7.2.6 refers to a Development Plan being prepared by either an 'owner' or the local government. Furthermore, proposed clause 7.2.1 defines an 'owner' as "...an owner or owners of land subject to a Development Plan." In our opinion, this definition of an 'owner' may inadvertently serve to prevent parties with a legal interest in land, albeit not the legal owners, to prepare a Development Plan.

In the case of Wickham South, RTIO has a legal interest in the land the subject of the proposed Development Plan by virtue of the Special Lease granted by the Crown to the Robe River Joint Venture (RRJV), although the Crown (the State) remains the owner of the land. Accordingly, we recommend that Council modify the definition of "owner" in proposed clause 7.2.1 (a) to include reference to an "interest holder".

We thank Council for the opportunity to provide this submission on Amendment 18 and trust these recommended modifications will be given due consideration in the adoption of Amendment for final approval. Should you require any further information or wish to discuss any aspect of this submission in more detail, please do not hesitate to contact the undersigned on 9382 2911.

Yours faithfully  
TAYLOR BURRELL BARNETT



RACHEL CHAPMAN  
SENIOR ASSOCIATE

CC: Hermione Scott – Rio Tinto





Department of Water  
Government of Western Australia

Submission 3

Your ref: LP 47; O87202  
Our ref: RF740-03, WRD96088  
Enquiries: Natalie Leech 9144 2000

Patrick McClure  
A/Manager Planning Services  
Shire of Roebourne  
PO Box 219  
Karratha WA 6714

SHIRE OF ROEBOURNE  
RECEIVED

10 SEP 2010

Action By: PATRICK MCCLURE  
File No: LP 47  
Document ID:

Dear Mr McClure,

**Town Planning Scheme No. 8 – Omnibus Scheme Amendment**

Thank you for the above referral received by the Department of Water (DoW) on 11 August 2010. The Department of Water appreciates the opportunity to comment and provides the following matters for consideration.

**Urban Water Management**

Local government authorities play a critical role in the implementation of Better Urban Water Management (WAPC 2008) (BUWM) through the assessment of water management strategies/plans, ensuring constructed infrastructure is in accordance with subdivision guidelines and enforcing requirements through their role in the states planning process.

There are a number of actions the Shire of Roebourne can take to move towards a more water sensitive and climate resilient local government. These include ensuring that appropriate consideration for the total water cycle management is give at all stages of the planning process and that Water Sensitive Urban Design (WSUD) and Best Management Practice (BMP) are implemented within the local government boundaries by both the council and private industry (i.e. developers, business, residents).

The Shire of Roebourne is in a unique position to implement WSUD and the DoW supports plans to develop a Regional Water Management Plan to support and guide future subdivisions as part of the Karratha City of the North Project. Improved water management can lead to improved natural features and use of public open space, enhanced recreational opportunities and reduced flooding risk, as well as opportunities to further develop and identify options for water efficient design.

Pilbara Region  
Lot 4608 Cherratta Road KIE  
Karratha Western Australia, 6714  
PO Box 836 Karratha Western Australia, 6714  
Telephone (08) 9144 2000 Facsimile (08) 9144 2610  
www.water.wa.gov.au

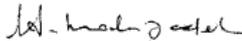
**Summary**

The DoW supports the Omnibus Scheme amendment and accepts the introduction of a City Centre Zone to support the moving from a regional town to a 'city of the north'.

The DoW looks forward to being involved in future developments and subdivisions for the Shire of Roebourne and can provide additional guidance on developing a Regional Water Management Plan and associated levels of BUWM and is available to work with the council to achieve this.

Should you wish to discuss the above further please contact Natalie Leach at the Department of Water, Pilbara office on (08) 9144 2000.

Yours sincerely



**Dr Hamid Mohsenzadeh  
Regional Manager  
Department of Water  
Pilbara Region**

**26 August 2010**

submission 4



Government of Western Australia  
Department of Indigenous Affairs



ENQUIRIES : Anneka Bunt - Ph 9235 8128  
OUR REF: 09/0840  
YOUR REF: LP.47: 087207

Patrick McClure  
A/Manager Planning Services  
Shire of Roebourne  
PO Box 219 Karratha  
WA 6714

Dear Mr McClure

**SHIRE OF ROEBOURNE TOWN PLANNING SCHEME NO.8 PROPOSED  
OMNIBUS AMENDMENT 18**

I refer to your letter dated 10 August 2010. Thank you for providing the Department of Indigenous Affairs (DIA) with the opportunity to provide comment in regard to the abovementioned amendment.

DIA recommends the developer consider any potential impact the development plans may have on Aboriginal heritage. It is recommended that comprehensive Aboriginal heritage surveys are undertaken prior to any ground disturbing activity so as to identify any Aboriginal heritage values on the land. Such surveys should be conducted with the participation of relevant Traditional Owner groups, past site informants and other Aboriginal people known to have specific cultural knowledge of, or associations with, the area in order to identify heritage sites and the potential impacts to heritage values throughout these localities.

I note in Part 4.4 "Matters to be considered by Council" there is no mention of Aboriginal heritage. DIA recommends entering a section within Part 4.4 to draw the Council's attention to the requirements of the Aboriginal Heritage Act 1972; under the AHA it is the obligation of the proponent to ensure that any work undertaken does not impact on any Aboriginal sites in the area and result in a breach of Section 17.

It is DIA's preference that any development plans are modified to avoid damaging or altering any site. If this is not possible, and in order to avoid committing an offense under the AHA, the land owner should seek the prior written consent of the Minister

1st Floor, 197 St Georges Terrace, Perth, Western Australia 6000  
PO Box 7770, Cielsters Square, Perth, Western Australia 6850  
Telephone (08) 9235 8000 Facsimile (08) 9235 8088  
www.dia.wa.gov.au  
wa.gov.au

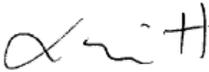
for Indigenous Affairs to use the land. This involves the submission of a notice in writing under section 18 of the AHA to the Aboriginal Cultural Material Committee.

Additional information on the AHA can be found on the DIA website, under Heritage and Culture.

<http://www.dia.wa.gov.au/Heritage-and-Culture>.

If you have any queries please contact Anneka Bunt on 9235 8126 or [Anneka.bunt@dia.wa.gov.au](mailto:Anneka.bunt@dia.wa.gov.au)

Yours sincerely



Jeremy Elliott  
Manager Heritage North

22 September 2010

Submission 5



Government of Western Australia  
Department of Environment and Conservation

Enquiries: Fiona Esszig  
Phone: 9182 2036  
Fax: 9144 1118  
Email: [fiona.esszig@dec.wa.gov.au](mailto:fiona.esszig@dec.wa.gov.au)

Mr Patrick McClure  
Shire of Roebourne  
PO Box 219  
KARRATHA WA 6714

**Shire of Roebourne Planning Scheme No. 8  
Referral of Proposed Omnibus Amendment No. 18**

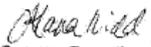
Thank you for referring the above mentioned proposal to the Department of Environment and Conservation (DEC) for comment. The proposal refers to the Proposed Omnibus Amendment No. 18 for the Shire of Roebourne Town Planning Scheme No. 8. The most significant feature of the amendment is the development of the 'City Centre Zone' within the town of Karratha.

DEC's main concern with this type of planning amendment is the consideration of locating incompatible landuses in nearby locations. DEC does not endorse the placement of industrial activities within designated residential and/or recreational areas. This planning can typically become problematic in regards to noise, dust and odour issues given the variety of interests. DEC suggests that Guidance Statement No. 3 (Environmental Protection Authority - Separation Distances between Industrial and Sensitive Land Uses) be referred to for advice.

The proposed development may result in prescribed activities under Schedule 1 and/or 2 of the Environmental Protection Regulations 1987. Under section 52 of the *Environmental Protection Act 1986* it is an offence to carry out any work on or in relation to a premises which causes the premises to become, or to become capable of being, prescribed premises without a works approval. If the premise is not a prescribed premises, Environmental Protection Regulations 1987 may still be applicable. For more information please contact the Industry Regulation Section, Karratha on 9182 2000.

If you have any queries regarding this matter please call Fiona Esszig at DEC Karratha Regional Office on 9185 2034.

Yours sincerely

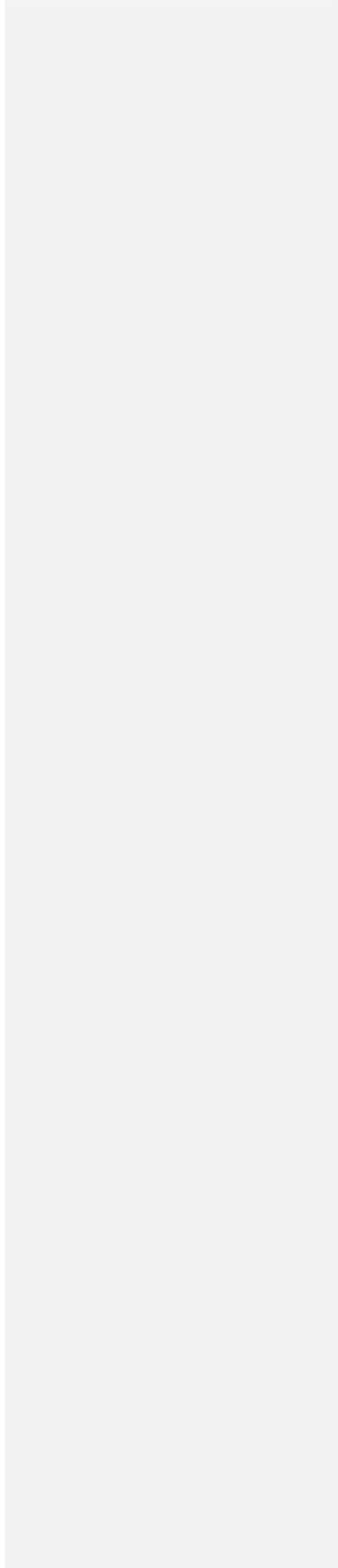
*for*   
Suzanne Roworth  
Regional Leader - Industry Regulation  
Pilbara Region

17 September 2010

Pilbara Region  
Lot 3 Cm Mardie & Anderson Roads, Karratha KEE WA 6714  
Phone: (08) 9182 2000 Fax: (08) 9144 1118  
PO Box 835, Karratha WA 6714  
[www.dec.wa.gov.au](http://www.dec.wa.gov.au)

11/11/10

**ATTACHMENT 2 - PROPOSED TPS8 SCHEME TEXT, SEE ATTACHED**



## 14 STRATEGIC PROJECTS

### 14.1 BULGARRA COMMUNITY CENTRE DESIGN AND CONSTRUCT CONTRACT

File No: CP.167  
 Attachment(s) Nil  
 Responsible Officer: Director Strategic Projects  
 Author Name: Project Manager  
 Disclosure of Interest: Nil

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#### REPORT PURPOSE

To seek approval to call tenders for the design and construction of the Bulgarra Community Centre.

#### BACKGROUND

At the meeting of Council held on the 18<sup>th</sup> August 2010, it was resolved vide Resolution 151275, in part:

#### That Council:

1. Reconfirms the design philosophy for the Bulgarra Community Centre as being to establish new benchmarks in innovative architectural design, the selection of materials and colours suitable to the region, future proofing and sustainable design all within a disciplined financial framework. The end result will be facilities which, whilst meeting functional outcomes specified, will also create an architectural statement from which the community can draw some pride.
2. Instructs the Chief Executive Officer to implement the procurement of the Bulgarra Community 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. Endorses the revised project programme as follows:

|   |         |                                     |
|---|---------|-------------------------------------|
| Preparation of a Functional Brief with supporting technical data with this brief to be based on an “outcomes” model utilising design development documentation as the model | 6 weeks | 23 August 2010 to 5 October 2010    |
| Preparation of relevant documentation as required by AS4902 General terms and conditions of contract for Design & Construct.  | 6 weeks | 23 August 2010 to 5 October 2010    |
| Establishment of maximum project budget and preparation of Expression of Interest tender package.   | 6 weeks | 23 August 2010 to 5 October 2010    |
| Council approval to go to tender  |         | 18 October 2010                     |
| Calling of Expression of Interest from qualified tenderers  | 4 weeks | 20 October 2010 to 17 November 2010 |

|  |          |                                      |
|--|----------|--------------------------------------|
| Evaluation assessment of short list and approval at Meeting of Council     | 2 weeks  | 18 November 2010 to 3 December 2010. |
| Special meeting of Council to Approve Short List                           |          | 6 December 2010                      |
| Formal Tender period   | 6 weeks  | 8 December 2010 to 2 February 2011   |
| Contractor presentation to Council and Contract Award. Meeting of Council. | 2 weeks  | 14 February 2011                     |
| Site possession  |          | 1 March 2011                         |
| Design and Construction Period   | 52 weeks | 2 March 2012                         |

4. Endorses the use of the Department of Treasury and Finance for approval to utilise the Department of Treasury and Finance Builders Pre-qualification Scheme for Works Contracts and further notes intending tenderers will be required to meet pre-qualification criteria.
5. Approves the placing of advertisements notifying potential contractors of the intention to call tenders for the Baynton West Family Centre and Bulgarra Community Centre and that potential tenderers will be required to pre-qualify under the Department of Treasury and Finance Builders Pre-qualification Scheme for Works Contracts
6. Instruct the Chief Executive Officer to terminate the Bulgarra Community Centre contracts with CODA Studio Pty Ltd and Davis Langdon and to negotiate settlement in accordance with the terms of the contracts.
7. Appoints the Project Manager as Superintendent in accordance with AS4902 – 2000 General terms and conditions of contract for design and construct and notes that external consultants will be appointed as Building Code of Australia Compliance auditors and to provide specialist technical engineering oriented advice.
8. Establishes the Bulgarra Community Centre Project Control Group with the following membership and Terms of Reference.

|                           |  |
|---------------------------|--|
| <b>Membership</b>         | Shire President (or nominee) Chair<br>Two elected members<br>Executive Manager Strategic Projects<br>Manager Community Facilities<br>Project Manager (Advisor)   |
| <b>Terms of Reference</b> | To have oversight of all facets of the procurement of the Bulgarra Community Centre.<br>Endorse documentation and design on a progressive basis<br>Have oversight of the tender process and recommending selection of short listed contractors<br>Interview and recommend to Council the successful contractor.<br>Have oversight of the construction programme. |
| <b>Administration</b>     | Strategic Projects Office.   |

**Meetings**                      **Monthly.**

**Minutes**                      **To be distributed to all Councillors.**

**9. Appoints Shire President and Councillors Lally and Hipworth as members of the Bulgarra Community Centre Project Control Group.**

Subsequent to that meeting the following actions have been initiated.

- Contracts with CODA Studio Pty Ltd and Davis Langdon have been terminated and agreed final payments in the terms of the respective contracts have been made.
- The aborted Bulgarra Community Centre project will now be the subject of a Project Acquittal Report and the project wound up. A new project has been initiated for the Bulgarra Community Centre Design & Construct Contract.
- The Bulgarra Community Centre Project Control Group has had two meetings, the first on the 7<sup>th</sup> September 2010 and the second on the 5<sup>th</sup> October 2010. Minutes of both meetings have been distributed to all Councillors.
- Technical support consultants have been appointed as follows:
  - Building Code of Australia Compliance      Ian Lush & Associates
  - Mechanical    Steens Gray & Kelly
  - Electrical     BEST Consultants
  - Hydraulic    Steve Paul & Partners
  - Structural and Civil                                 Pritchard & Francis
  - Legal    Kott Gunning
- Advertisements have been placed advising of Council's intention to call tenders and of the pre-qualification requirements.

**Report**

**Tender G07-10/11 Bulgarra Community Centre Design & Construct Contract**

The Design and Construct Tender Package has been completed based on AS4902-2000 General Terms and Conditions of Contract for Design and Construct.

The Principals Project Requirements (Scope of Works) has been modelled on the original brief for the Bulgarra Community Centre and endorsed by the Bulgarra Community Centre Project Control Group.

Appointed consultants have all provided their input and the finalised document has been circularised for internal comment.

The tender package will be tabled at the meeting of Council for inspection by elected members.

**Tender Process**

The tender process will be in two separate stages as follows:

**Stage 1      *Expressions of Interest***

The tenderers will be required to submit the following documentation in order to be considered for evaluation and possible selection into the short list to submit a formal tender:

In accordance with the General Conditions of Tendering the following documents shall be completed, signed and submitted in accordance with the Request for Expressions of Interest:

- EOI Form including indicative Programme and preliminary fixed lump price estimate;
- Design Proposal as set out in Clause 3.7
- Details of the Design and Construct team as set out in Clause 3.8
- Evidence of Registration and Pre-Qualification as set out in Clause 3.9
- A list of any successfully completed similar works of a comparable nature and magnitude within the last five (5) years in the North West, with contact details, including telephone numbers, of referees.
- Letter addressed to interested Contractor's financial institution authorising the Principal to make enquiries, if required, as to the interested Contractor's financial position and its capacity to undertake the works under the Contract; and
- All other information required by the EOI Document.

Tenders received will be evaluated by Administration and the Bulgarra Community Centre Project Control Group. Council will then be asked to consider the appointment of a short list of three to be invited to submit a formal tender.

Expressions of Interest selection criteria will be as follows:

|   |             |
|---|-------------|
| Design Proposal (as per clause 3.7)                             | 40%         |
| Preliminary Lump Sum Estimate (Clause 3.6)                      | 30%         |
| Project Design and Construction Programme (Clause 3.16)         | 10%         |
| Previous relevant experience in the North West (Clause 3.5 (e)) | 15%         |
| Regional Price Preference                                       | 5%          |
| <b>TOTAL</b>  | <b>100%</b> |

Council will consider the proposed short list at a Special Meeting to be called on Monday 6 December 2010.

**Formal Tender**

The short listed applicants will be invited to submit a formal tender, providing the following information as part of their tender submission.

In accordance with the General Conditions of Tendering the following documents shall be completed, signed and submitted with the Tender:

1. Tender Form
2. List of tenderers selected sub contractors
3. Copies of current insurance policies as required
4. Tendered design and materials proposals
5. Final Project Design & Construction Programme
6. All other information required by the Tender document
7. Addenda issued by the Principal if any.

Tenders received will be evaluated by Administration and the Bulgarra Community Centre Project Control Group who will submit their recommendations to Council. It is mandatory that all three short listed tenderers make a presentation to Council and answer any questions relating to their tender.

Formal tender assessment criteria will be as follows:

Selection criteria will be scored with weightings applied to give a total score for each tender received. The evaluation criteria will assess issues associated with qualitative and quantitative factors of tenders and provide the best value for money for the Shire.

|                                   |             |
|-----------------------------------|-------------|
| Fixed Lump Sum Tender             | 45%         |
| Developed design                  | 20%         |
| Design and materials innovation   | 20%         |
| Design and construction programme | 15%         |
| <b>TOTAL</b>                      | <b>100%</b> |

It is anticipated that Council will make the decision as to the successful tenderer at the conclusion of the interview meeting and that all tenderers will be advised of the outcome on the following day.

The interview meeting is scheduled for the 14 February 2011.

#### **Tender Costs**

It will be recommended to Council that, as a sign of good faith, a payment of \$15,000 be made to the unsuccessful tenderers (two of) to assist in defraying their costs of tender preparation.

The successful tenderer will be required to absorb all costs within the accepted tender price.

#### **Occupational Health & Safety**

During the course of preparation of the tender documentation an internal review has been undertaken facilitated by Human Resources into the contractual requirements for Occupational Health & Safety. The outcome has been to develop a simplified approach with respect to contract clauses and the adoption of a very clear set of "Guidelines for Contractors" with which to enforce Occupational Health & Safety legislative requirements. The amendments and approach have been endorsed by Kott Gunning.

#### **Probity Auditor**

Consideration has been given to the necessity to appoint a Probity Auditor to review the tender and tender evaluation process. The outcome was that the process of documentation, and the calling of and evaluating of tenders within established Council procedures forms a transparent and open methodology and that the appointment of a Probity Auditor will not be necessary.

#### **Life Cycle Cost Report**

The preparation of a Life Cycle Cost Report is a condition of Tender and will form part of the Asset Management and Facility Management Procedures when completed.

#### **Special Meetings of Council**

Within the approved Project Programme Special Meetings of Council are scheduled for the 6 December 2010 and the 14 February 2011.

**Legal**

The tender documentation has been prepared in liaison with Kott Gunning to ensure compliance with AS4902-2000 General Terms and Conditions of Contract for Design and Construct. Attention was also paid to the Principal's Project Requirements (Scope of Works) to make sure that they were expressed in compatible terms with the conditions of tender.

The methodology of the tender process was subjected to scrutiny and found to be clear and transparent.

**Strategic plan**

The design and construction of the Bulgarra Community Centre is included in the Final Strategic Plan 2009-13 under Key Goal One – Communities - Initiatives 2009 to 2013.

**Options**

Council has the following options available:

1. Approve tenders being called for the design and construction of the Bulgarra Community Centre all in accordance with Tender Package G07-10/11 Bulgarra Community Centre Design and Construct as tabled at the meeting of Council.

Or

2. Approve tenders being called for the design and construction of the Bulgarra Community Centre all in accordance with Tender Package G07-10/11 Bulgarra Community Centre Design and Construct as amended.

**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 expenditure is in accordance with the budget.

**Conclusion**

The Bulgarra Community Centre Design & Construct Tender Document has been completed based on the scoping requirements established by Council.

The document has been subjected to extensive internal and external review to ensure that it is practical and will produce an outcome acceptable to Council and the community.

The Expressions of Interest and Formal Tender process is considered the most practical methodology to obtain "value for money" outcomes.

**Voting Requirements**

Simple.

---

**RECOMMENDATION**

**That Council:**

- 1 Approve tenders being called for the design and construction of the Bulgarra Community Centre all in accordance with Tender Package G07-10/11 Bulgarra Community Centre Design and Construct as tabled at the meeting of Council.**
- 2 Approve the payment of the sum of \$15,000 to each of the two unsuccessful tenderers at the conclusion of the formal tender stage.**
- 3 Approve the calling of Special Meetings of Council on Monday 6 December 2010 for the purpose of selecting the short list to be invited to submit a Formal Tender and on Monday 14 February 2011 for the purpose of interviewing tenderers and considering the award of the tender for design and construction.**



**14.2 APPROVAL TO CALL EXPRESSIONS OF INTEREST FOR THE DESIGN AND CONSTRUCTION OF THE KARRATHA LEISURE COMPLEX**

|                                |   |
|--------------------------------|---|
| <b>File No:</b>                | <b>CS.59</b>  |
| <b>Attachment(s)</b>           | <b>1. CONFIDENTIAL Accommodation Schedule</b><br><b>2. CONFIDENTIAL Project Programme</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 approval to call Expressions of Interest for the Design and Construction of the Karratha Leisure Complex.

**Background**

At its September Ordinary Council Meeting, Council resolved in part via Resolution 151332 that it:

*Endorses the change in the method of procurement by means of a Design and Construct process to be project managed by the Shire of Roebourne.*

*Agree to use AS4902-2000 General Terms and Conditions of Contract for Design and Construct and the appropriate form of contract for the Karratha Leisure Complex.*

*Note the appointment of Davis Langdon Pty Ltd to provide specialised project management services to prepare the Design and Construct Tender Package and to manage the tender evaluation and assessment process for the Karratha Leisure Complex.*

*Appoint Ralph and Beattie Bosworth Pty Ltd, pursuant to the Local Government (Functions and General) Regulations 1996 Regulation 11(2) (e), as Quantity Surveyors on the Karratha Leisure Complex project.*

Since the September Council Meeting the following actions have been initiated:

- Contract with Ralph Beattie Bosworth Pty Ltd has been formalised.
- Woodhead Architects have completed the site Master Plan.
- The site Geotechnical Report has been completed by SGS Pty Ltd and updated to reflect the current Master Plan.
- Terry Preedy and Associates were engaged to prepare a project timeline for inclusion in the tender package.



A project timeline has been developed as attached. The project timeline will be included in the Expressions of Interest document seeking commitment from prospective tenderers ability to meet the set timeframes from the project.

Expressions of Interest received will be evaluated by Davis Langdon Pty Ltd, the Director of Strategic Projects and the Karratha Leisure Complex Project Control Group who will submit a recommended short list to Council to be invited to submit a formal tender.

Expressions of Interest selection criteria is recommended as follows:

|  |             |
|--|-------------|
| Design Proposal / Project Understanding / Innovation   | 35%         |
| Project Design, Procurement and Construction programme | 30%         |
| Preliminary Lump Sum Estimate                          | 20%         |
| Previous relevant experience in the North West         | 15%         |
| <b>TOTAL</b>   | <b>100%</b> |

Council will consider the proposed short list at the December 2010 Ordinary Council Meeting. The short listed applicants will then be invited to submit a formal tender upon Council resolution and be represented with the formal tender package and contract.

#### **Scope of the Project**

The Accommodation Schedule, attached, depicts those facilities as endorsed by the Council for inclusion in the Project Scope with the exception of tennis courts. As noted in a further agenda item at this meeting, it is recommended that tennis facilities be maintained and enhanced at the Bulgarra Sporting Precinct.

Likewise the accommodation schedule articulates probable staging options to the Complex with priority focussed on aquatic facilities and associated amenities. As previously identified at the September Council meeting, the Council will need to determine the extent of facilities to be constructed in the first instance which will largely be funding dependant. The expression of interest and tender process will require cost estimates to be provided for each option to assist Councils decision making and in attracting further funding to the project

#### **Strategic Plan**

The design and construction of the Karratha Leisure Complex is included in the Strategic Plan 2009-13 under Key Goal One – Communities.

#### **Options**

Council has the following options available:

1. Approves Expression of Interest being called for the design and construction of the Karratha Leisure Complex.

Or

2. Elect not to call Expressions of Interest at this time.

#### **Policy Implications**

There are no relevant policy implications pertaining to this matter.

**Legislative Implications**

Expressions of Interests will be called in accordance with Section 3.57 of the Local Government Act.

**Financial Implications**

The expenditure is in accordance with the budget allocation in the 2010/11 financial year for the Karratha Leisure Complex.

**Conclusion**

The Karratha Leisure Complex Design and Construct tender contract is in the process of completion.

The Expressions of Interest process is considered the most practical methodology to obtain “value for money” outcomes and to continue to progress the project in a timely manner.

The approach to the procurement of the Karratha Leisure Complex was discussed and endorsed at the project working group meeting held on the 5<sup>th</sup> October 2010.

**Voting Requirements**

Simple.

---

**RECOMMENDATION**

**That Council, with respect to the procurement of the Karratha Leisure Complex:**

1. **Approves Expressions of Interest being called for the design and construction of the Karratha Leisure Complex.**
2. **Notes that the evaluation report will be presented to the December Ordinary Council Meeting.**

### 14.3 BAYNTON WEST FAMILY CENTRE REQUEST TO CALL TENDERS

**File No:** CP.187

**Attachment(s)**

1. Tender Package G09-10/11
2. **CONFIDENTIAL – Baynton West Family Centre Request to call for Tenders – Project Financial Status**

**Responsible Officer:** Director Strategic Projects

**Author Name:** Project Manager

**Disclosure of Interest:** Nil

---

#### REPORT PURPOSE

To seek Council approval to call tenders for the construction of the Baynton West Family Centre.

#### Background

At the meeting of Council held on the 1 March 2010 vide Item 9.1.2 Resolution 15003, Council resolved, in part:

#### That Council:

1. Endorse the Schematic Design of the Baynton West Family Centre as depicted in Drawing A1.01 Revision L – Site Plan (Attachment 1) and drawing A1.02 Revision L – Plan Modules (Attachment 2) and as further detailed in the Schematic Design report from CODA Studio Pty Ltd and AECOM.
2. Authorises the Baynton West Family Centre project to advance to Design Development and Documentation stage and NOTES a pre tender report will be submitted to Council seeking approval to proceed with the calling of tenders.

Subsequent to that Resolution the project has progressed through the Design Development and Documentation stages.

The progress of the project has been reviewed regularly by the K2020 Project Reference Group chaired by the Deputy President, Cr J Lally.

#### Current Status

The full documentation of the Baynton West Family Centre is now complete and is available for tender. The various elements of the project are reported on as follows:

#### Tender Package – G09-10/11

The tender package to be delivered to intending tenderers comprises the following documentation:

- Terms and conditions of tender and form of tender
  - Annexures to AS4000-1997 General Conditions of Contract
  - Specification
  - Drawings
-

The documentation forming the Tender Package G09-10/11 is outlined in attachment 1.

**Superintendent**

In the terms of AS4000-1997 General Conditions of Contract the Project Manager (Geof Whyte) has been nominated as Superintendent and CODA Studio Pty Ltd as Superintendent’s Representative. For contractual purposes it will be recommended that these appointments be confirmed by Council Resolution. This will formalise the position adopted by Council in approving the tender documents for the appointment of the design and cost management team.

**Compliance**

The Specification and Drawings have been certified by CODA Studio Pty Ltd and AECOM as being compliant with the Design Brief and all authorised variations thereto.

The Return Brief has been submitted, reviewed and approved by the Project Manager.

A Certificate of Compliance with the Building Code of Australia has been received from the Independent Auditor, Ian Lush & Associates. This certificate together with the specification and drawings will form the basis of an application for a Building Licence. Application will be made for processing during the tender period in order a licence can issue to the successful tenderer upon appointment.

**Pre Tender Estimate**

The pretender estimate has been prepared by Davis Langdon and is within the approved budget parameters for the project. Please refer to **CONFIDENTIAL ATTACHMENT** outlining the financial status of the project.

**Programme**

The programme from the 18<sup>th</sup> October 2010 on is as follows:

|                     |                               |            |                   |
|---------------------|-------------------------------|------------|-------------------|
|                     |                               |            |                   |
| <b>TENDER</b>       | Advertising period            | 20/10/2010 | 24/11/2010        |
|                     | Tenders Close                 |            | 24/11/2010        |
|                     | Evaluation and assessment     | 25/11/2010 | 10/12/2010        |
|                     | Preparation of Council report |            | 13/12/2010        |
|                     | <b>Council Meeting</b>        |            | <b>20/12/2010</b> |
|                     | Award of tender               |            | 21/12/2010        |
|                     |                               |            |                   |
| <b>CONSTRUCTION</b> | Site Possession               |            | 17/01/2011        |
|                     |                               |            |                   |

**Pre Qualification**

Council is advised that intending tenderers have to comply with the following:

To be eligible to tender for this building works contract tenderers will be required to be pre-qualified at Level 4 – Conventional or higher with the Department of Treasury and Finance (DTF) under its Builders Pre-qualification Scheme for Works Contracts prior to the first date of advertising of the tender. Tenderers who do not fulfil this requirement will not be considered.

The use of pre- qualification has been approved by the Department of Treasury and Finance (DFT).

Public notification was provided by way of advertisement in The West Australian on the 25<sup>th</sup> August 2010 and the Pilbara News on the same date, of the Shire's intention to call tenders and that intending tenderers would need to be pre-qualified as outlined above.

Written advice was also provided to commercial building companies domiciled or operating in Karratha.

**Legal**

The terms and conditions of tender have been prepared in liaison with CODA Studio Pty Ltd and Kott Gunning. The documentation has been formed around AS4000-1997 General Conditions of Contract which is the form of contract approved within the Project Management Plan.

**Land Tenure**

The Title of Lot 402 Gardugarli Drive, Baynton West is in the process of being transferred to the Shire of Roebourne. This process will be completed prior to the commencement of construction and does not presently present a risk to the project.

**Probity Auditor**

Consideration has been given to the necessity to appoint a Probity Auditor to review the tender and tender evaluation process. The outcome was that the process of documentation, and the calling of and evaluating of tenders within established Council procedures forms a transparent and open methodology and that the appointment of a Probity Auditor will not be necessary.

**Life Cycle Cost Report**

The Pre-Construction Life Cycle Cost Report has been received and will now form part of the Asset Management and Facility Management Procedures.

**Strategic Plan**

The design and construction of the Baynton West Family Centre is included in the Final Strategic Plan 2009-13 under Key Goal One – Communities – Initiatives 2009 to 2013.

**Options**

Council has the following options available:

1. Approve the calling of tenders for the construction of the Baynton West Family Centre in accordance with Tender Package G09-10/11

Or

2. Approve the calling of tenders for the construction of the Baynton West Family Centre in accordance with Tender Package G09-10/11 as amended

**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 expenditure is in accordance with the budget.

### **Conclusion**

The design and documentation of the Baynton West Family Centre has been completed in accordance with the requirements of the Design Brief and approved variations thereto.

The plans and specifications have been subjected to a Building Code of Australia Compliance Audit by the appointed Independent Auditor with this report being used to accompany the formal application for a Building Licence.

The plans and specifications have been subjected to internal review and amendments, where necessary, have been made.

The pre-tender estimate has been carried out by the independent Cost Manager/Quantity Surveyor and this reveals that the plans and specifications are within the approved budget parameters.

The Terms and Conditions of Tender and Tender Documents have been prepared in consultation with Kott Gunning

### **Voting Requirements**

Simple.

---

### **RECOMMENDATION**

**That Council:**

- 1 Approve the calling of tenders for the construction of the Baynton West Family Centre in accordance with Tender Package G09-10/11 comprising and as detailed in attachment 1 to this report:**
  - a. Terms and Conditions of Tender and Form of Tender**
  - b. Annexures to AS4000-1997 General Conditions of Contract**
  - c. Specification**
  - d. Drawings**
  
- 2 Appoints in the terms of Clause 20 Superintendent of AS4000-1997 General Terms and Conditions of Contract, Geoffrey Allen Whyte, Project Manager, Shire of Roebourne, Superintendent for the Baynton West Family Centre Contract and, in terms of Clause 22 Superintendent's Representative of AS4000-1997 General Terms and Conditions of Contract, Kieran Wong of CODA Studio Pty Ltd as Superintendent's Representative.**

**ATTACHMENT 1: Tender Package G09-10/11 Baynton West Family Centre**

The following documents comprise the Tender Package for Tender G09-10/11 Construction of the Baynton West Family Centre Lot 402 Gardugarli Drive Baynton

1. Terms and Conditions of Tender (including Annexures to AS4000–1997)
2. Specification
3. Drawings (as listed below)

**ARCHITECTURAL**

| <b>Drawing #</b> | <b>Drawing Title</b>       | <b>Revision</b> |
|------------------|----------------------------|-----------------|
| BW.A001          | Drawing schedule           | 0               |
| BW.A101          | Existing Site              | 0               |
| BW.A102          | Set Out Plan               | 0               |
| BW.A103          | Site Plan                  | 0               |
| BW.A104          | Landscaping Plan           | 0               |
| BW.A105          | Central Courtyard Plan     | 0               |
| BW.A106          | External Play Areas        | 0               |
| BW.A201          | Plan- Family Health Module | 0               |
| BW.A202          | Plan- Playgroup Module     | 0               |
| BW.A203          | Plan- Child Care Module    | 0               |
| BW.A204          | Roof Plan                  | 0               |
| BW.A205          | Finishes Plan              | 0               |
| BW.A301          | Reflected Ceiling Plan     | 0               |
| BW.A302          | Soffit Plan                | 0               |
| BW.A401          | Unfolded Wall Elevations   | 0               |
| BW.A402          | 3D Views                   | 0               |
| BW.A500          | Sections                   | 0               |
| BW.A501          | Sections                   | 0               |
| BW.A601          | Detail Sections            | 0               |
| BW.A602          | Detail Sections            | 0               |
| BW.A603          | Detail Sections            | 0               |
| BW.A604          | Detail Plans               | 0               |
| BW.A605          | Ramp Details               | 0               |
| BW.A606          | External Steel Elements    | 0               |
| BW.A607          | External Block Elements    | 0               |
| BW.A701          | Room Elevations            | 0               |
| BW.A702          | Room Elevations            | 0               |
| BW.A703          | Room Elevations            | 0               |
| BW.A704          | Room Elevations            | 0               |
| BW.A705          | Room Elevations            | 0               |
| BW.A706          | Room Elevations            | 0               |
| BW.A707          | Room Elevations            | 0               |
| BW.A708          | Room Elevations            | 0               |
| BW.A709          | Room Elevations            | 0               |
| BW.A710          | Room Elevations            | 0               |
| BW.A711          | Room Elevations            | 0               |
| BW.A712          | Room Elevations            | 0               |
| BW.A801          | Interior Sections          | 0               |
| BW.A802          | Interior Sections          | 0               |
| BW.A803          | Interior Sections          | 0               |
| BW.A804          | Interior Sections          | 0               |
| BW.A805          | Interior Sections          | 0               |
| BW.A806          | Interior Sections          | 0               |
| BW.A807          | Interior Sections          | 0               |

|         |                   |   |
|---------|-------------------|---|
| BW.A808 | Interior Sections | 0 |
|---------|-------------------|---|

| Drawing # | Drawing Title            | Revision |
|-----------|--------------------------|----------|
| BW.A810   | Interior Sections        | 0        |
| BW.A811   | Interior Sections        | 0        |
| BW.A901   | Door and Window Schedule | 0        |
| BW.A902   | Finishes Schedule        | 0        |
| BW.A903   | Flashings Schedule       | 0        |
| BW.A904   | Panel Schedule           | 0        |

**STRUCTURAL**

| Drawing #        | Drawing Title                        | Revision |
|------------------|--------------------------------------|----------|
| 601042441-BW-S00 | General Notes                        | 0        |
| 601042441-BW-S01 | Footing Layout                       | 0        |
| 601042441-BW-S02 | Ground Floor Layout                  | 0        |
| 601042441-BW-S03 | Footing & Ground Slab Detail Sheet 1 | 0        |
| 601042441-BW-S04 | Column & Wall Bracing Layout         | 0        |
| 601042441-BW-S05 | Lower Steelwork Layout Sheet 1 of 2  | 0        |
| 601042441-BW-S06 | Lower Steelwork Layout Sheet 2 of 2  | 0        |
| 601042441-BW-S07 | Roof Steelwork Layout Sheet 1 of 2   | 0        |
| 601042441-BW-S08 | Roof Steelwork Layout Sheet 1 of 2   | 0        |
| 601042441-BW-S09 | Isometric Views Sheet 1              | 0        |
| 601042441-BW-S10 | Isometric Views Sheet 2              | 0        |
| 601042441-BW-S11 | Steelwork Sections Sheet 1           | 0        |
| 601042441-BW-S12 | Steelwork Sections Sheet 2           | 0        |
| 601042441-BW-S13 | Steelwork Sections Sheet 3           | 0        |
| 601042441-BW-S14 | Steelwork Sections Sheet 4           | 0        |
| 601042441-BW-S15 | Steelwork Sections Sheet 5           | 0        |
| 601042441-BW-S16 | Stud Wall Framing Details            | 0        |
| 601042441-BW-S17 | Steelwork Details Sheet 1            | 0        |
| 601042441-BW-S18 | Steelwork Details Sheet 2            | 0        |
| 601042441-BW-S19 | Steelwork Details Sheet 3            | 0        |
| 601042441-BW-S20 | Steelwork Details Sheet 4            | 0        |
| 601042441-BW-S21 | Steelwork Details Sheet 5            | 0        |
| 601042441-BW-S22 | Steelwork Details Sheet 6            | 0        |
| 601042441-BW-S23 | Miscellaneous details                | 0        |

**CIVIL**

| Drawing #         | Drawing Title    | Revision |
|-------------------|------------------|----------|
| 601042441-BW-C001 | Earthworks Plan  | 0        |
| 601042441-BW-C002 | Carpark Layout   | 0        |
| 601042441-BW-C003 | Linemarking Plan | 0        |
| 601042441-BW-C004 | Standard Details | 0        |

**MECHANICAL SERVICES**

| Drawing #         | Drawing Title  | Revision |
|-------------------|--|----------|
| 601042441-BW-M001 | Title Page, Legend Notes, Abbreviations, Schedules & Drawing List  | 0        |
| 601042441-BW-M100 | Child Care Module Air Conditioning & Ventilation Layout            | 0        |
| 601042441-BW-M101 | Family Services Module Air Conditioning & Ventilation Layout       | 0        |
| 601042441-BW-M102 | Playgroup & Community Centre Air Conditioning & Ventilation Layout | 0        |
| 601042441-BW-M200 | Details Sheet  | 0        |

**HYDRAULIC SERVICES**

| Drawing #         | Drawing Title   | Revision |
|-------------------|---|----------|
| 601042441-BW-H001 | Legend of Symbols, General notes, Drawing Index & Abbreviation List | 0        |
| 601042441-BW-H002 | Site Plan and Drainage Layout                                       | 0        |
| 601042441-BW-H100 | Gas, Hot and Cold Water Layout                                      | 0        |
| 601042441-BW-H101 | Drainage Layout   | 0        |

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**ELECTRICAL SERVICES**

| <b>Drawing #</b>  | <b>Drawing Title</b>  | <b>Revision</b> |
|-------------------|---|-----------------|
| 601042441-BW-E001 | Legend of Symbols, General notes, Drawing Index & Abbreviation List                   | 0               |
| 601042441-BW-E002 | Site Plan Power & Comms. Reticulation and Carpark Lighting Layout                     | 0               |
| 601042441-BW-E003 | Site Plan, External Power and Lighting Layout.  | 0               |
| 601042441-BW-E100 | Child Care Module Power, Comms, Security, Lighting and Emergency Lighting Layout      | 0               |
| 601042441-BW-E101 | Family Services Module Power, Comms, Security, Lighting and Emergency Lighting Layout | 0               |
| 601042441-BW-E102 | Playgroup Module Power, Comms, Security, Lighting and Emergency Lighting Layout       | 0               |
| 601042441-BW-E200 | Power Distribution Schematic  | 0               |
| 601042441-BW-E300 | Detail Sheet  | 0               |
| 601042441-BW-E301 | Voice / Data Cabling System Diagram   | 0               |
| 601042441-BW-E400 | Security Zone Layout  | 0               |

#### 14.4 BULGARRA OVAL CHANGEROOMS RENOVATIONS

|                                |  |
|--------------------------------|--|
| <b>File No:</b>                | <b>PK.2</b>  |
| <b>Attachment(s)</b>           | <b>Bulgarra Oval Change Rooms – Proposed Works</b> |
| <b>Responsible Officer:</b>    | <b>Director Strategic Projects</b>                 |
| <b>Author Name:</b>            | <b>Project Manager</b>                             |
| <b>Disclosure of Interest:</b> | <b>Nil</b>   |

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#### **REPORT PURPOSE**

To report on the outcome of inspections of the Bulgarra Oval Change Rooms, to recommend works be incorporated into the renovation programme and to seek approval to call tenders.

#### **Background**

At the meeting of the Bulgarra Community Centre Project Control Group held on 7 September 2010 it was resolved to separate the renovations of the Bulgarra Oval existing change rooms from the design and construction project for the Bulgarra Community Centre.

Subsequently L E Roberts Draft & Design (the Consultant) was appointed with the following scope of works:

- Carry out a condition assessment report,
- Define the scope of upgrading works to be carried out,
- Prepare plans and specifications sufficient for accurate quotes/tenders to be obtained,
- Provide an order of costs estimate,
- Assist with quality inspection of construction works,
- Sign off at the end of the project.

The underlying objective of the renovations was to achieve an additional 10 years of useful life prior to the building having to be considered for replacement.

The fees negotiated were \$29,700 excluding GST. It is to be specifically noted that L E Roberts Drafting and Design are on the Department of Treasury and Finance Building Management and Works list of Pre Qualified Consultants and it is not therefore necessary to obtain competitive quotations. The fees are generally compliant with the Building Management and Works scale bearing in mind the nature of the works.

#### **Report**

The Consultant has provided a preliminary report including:

- A detailed 'As Constructed' drawing of the existing facility that will be invaluable for record purposes. It also establishes the benchmark for any renovations.
- A detailed Existing Condition report showing the existing condition of the building and suggested rectification works.
- A drawing showing the proposed rectification works, which comply with the more detailed scoping document that was provided with the general Scope of Works. This scoping document was based on investigations and planning carried out during the

original design process conducted by CODA Studio Pty Ltd. The drawing complies with those requirements.

- An Order of Costs estimate.

In summary the renovation proposal calls for the following as depicted in Attachment 1 Bulgarra Oval Renovations Drawing 209-05-02:

- Creation of disabled toilet/change room at either end of the building.
- Installation of urinal and toilet in Change room 1.
- Conversion of kitchen/kiosk into Umpires Room.
- Conversion of Store 2 into Female Public Toilets.
- Conversion of Store 3 into a First Aid room.
- Recommissioning of showers in Change 3 and filling in opening between change rooms 3 and 4.
- Store 1 to be relabelled as Main Switchboard.
- Change room 4 to be remodelled to include an extra WC.
- Hunt Way Bin Store is to be removed and relocated as part of the Bulgarra Community Centre Design and Construct project.

Apart from the nominated major changes listed above, the whole facility will undergo a facelift internally and externally.

In order to maximise the flexibility of usage of the change rooms, none are gender specific and they can be let as circumstances determine. Change rooms will not be able to be used for the permanent storage of fridges, gym equipment, and training paraphernalia with this material having to be stored in the permanent storage facilities to be made available.

Consideration has also been given to enhancing the present pergola and converting it to a more user friendly patio. The Consultant has provided three costed options for consideration (budget permitting). These are:

Option 1:

- Selectively replace only fire damaged, warped or cracked pergola rafters.
- Allow for painting all pergola rafters and existing steelwork.
- Allow for new shade cloth.
- Allow for replacing/repairing existing rusting pergola posts.

Option 2:

- Replace all existing Hardwood Pergola Rafters – app. 95 off (120 x 50) x 3.2 long.
- Replace fire damaged patio rafters.
- Allow for painting new hardwood rafters and existing steelwork.
- Allow for new shade cloth.
- Allow for replacing/repairing existing rusting pergola posts.

Option 3:

- Remove all existing Hardwood Pergola Rafters – 95 off (120 x 50) x 3.2 long.
- Replace fire damaged patio rafters.
- Allow for new RHS rafters, furrings, Colorbond roof sheeting and flashings to pergola area.
- Allow for painting new pergola rafters and existing steelwork.

- Allow for replacing/repairing existing rusting pergola posts.

The proposal has been considered by the Bulgarra Community Centre Project Control Group which has endorsed the proposed renovation works and supported the inclusion of Option 3 for the Patio.

It will be recommended that tenders be invited for the undertaking of the proposed renovation works to the Bulgarra Oval Change Rooms as detailed in Drawing 209-05-02 as depicted in Attachment 1.

### **Issues**

The renovation works will be incorporated into the overall Bulgarra Sporting Precinct Master Plan works schedule so as to cause the minimum disruption possible.

The works will also be coordinated with the completion of the construction of the storage units and with the electrical, floodlighting and softball diamond improvements.

The renovations are key works to be undertaken within the context of the overall Bulgarra Oval Master Plan and must be completed prior to the next football season.

### **Options**

Council has the following options available:

1. Do Nothing: The Existing Condition report outlines a variety of issues that need to be addressed that are beyond the scope of works to be normally incorporated into the annual maintenance budget. It is suggested that this is not a viable option as significant works must be carried out to preserve the functionality of the building.
2. Reduce the Scope of Works: This option was considered by the Bulgarra Community Centre Project Control Group. However it was rejected as there is an expectation among the several reserve user groups that substantial renovations will take place.
3. Proceed as Recommended: This option was considered to be the most viable as it is expected to extend the useful life of the building by up to 10 years before consideration has to be given to demolition and replacement.

### **Policy Implications**

Policy number CS3 Bulgarra Sporting Precinct Future Development is relevant to this matter.

### **Legislative Implications**

Tenders are to be called in accordance with Section 3.57 of the Local Government Act and associated Regulations.

### **Financial Implications**

Within the context of budget allocations that have been made for the Bulgarra Community Centre Design and Construct Project and the Bulgarra Oval Master Plan upgrade, it is considered that sufficient funding will be available.

It is suggested that reallocations be considered when the outcome of the various tenders for these projects is known.

**Conclusion**

A comprehensive inspection has been undertaken of the Bulgarra Oval Change Rooms and the resultant condition report has revealed that significant renovations are required.

The Bulgarra Community Centre Project Control Group has considered the recommended works including modifications to the existing pergola and has supported all of the recommendations made by the Consultant.

The renovations will enhance the functionality and aesthetic of the change rooms and are designed to prolong their useful life for up to 10 years.

Within the context of budget allocations that have been made for the Bulgarra Community Centre Design and Construct Project and the Bulgarra Oval Master Plan upgrade it is considered that sufficient funding will be available.

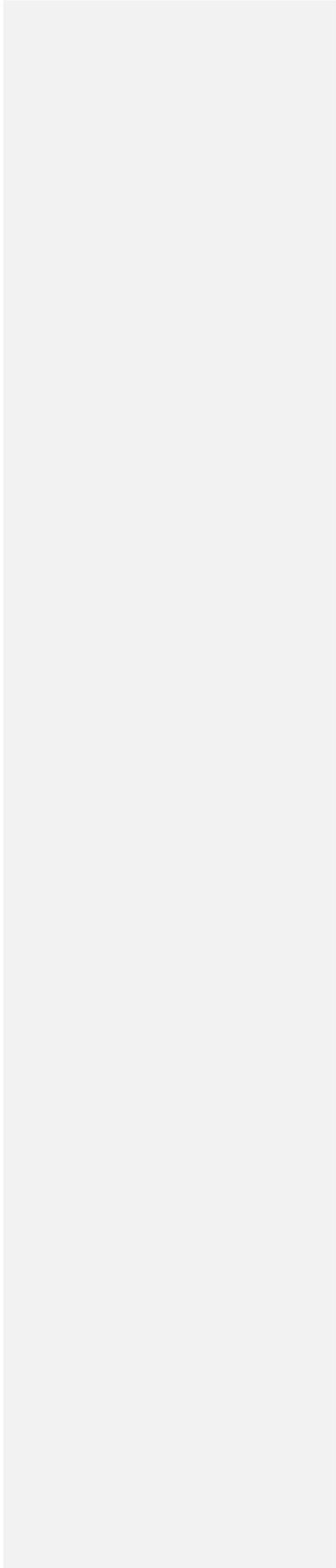
**Voting requirements**

Simple.

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**RECOMMENDATION**

**That Council authorises the calling of tenders to undertake the renovations to the Bulgarra Oval Change Rooms as outlined in Attachment 1, Bulgarra Oval Change Rooms Proposed Works Drawing 209-05-02 Rev A.**



**ATTACHMENT 1 - BULGARRA OVAL CHANGE ROOMS, PROPOSED WORKS  
SEE ATTACHED**



## **15 ITEMS FOR INFORMATION ONLY**

### **INFORMATION ONLY ITEMS - SEPTEMBER 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 September

#### **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:

- ◆ 15.2 Shire President's Mail – 30 August – 6 October 2010
  - ◆ 15.3 Register of Documents Stamped with the Shire's Common Seal
  - ◆ 15.4 Councillor Representatives on Organisations
  - ◆ 15.5 Tabled Correspondence
  - ◆ 15.6 Budget Amendments for period ending 30 September 2010
  - ◆ 15.7 Non-Statutory Donations for period ending 30 September 2010
  - ◆ 15.8 Building Statistics – September 2010
  - ◆ 15.9 Planning Decisions Issued 8 September – 5 October
  - ◆ 15.10 Karratha Community Association co-located Community Facility
-

**15.1 SHIRE PRESIDENT'S MAIL 30 AUGUST – 6 OCTOBER 2010**

**Responsible Officer:** Chief Executive Officer

**Author Name:** Minute Secretary

**Disclosure of Interest:** Nil

**REPORT**

Incoming correspondence for the Shire President

| <b>Date</b> | <b>From</b>   | <b>Subject Details</b>  |
|-------------|---|---|
| 30/08/2010  | PREMIER OF WESTERN AUSTRALIA                            | PREMIER OF WESTERN AUSTRALIA RESPONSE TO NICOLE LOCKWOOD LETTER REGARDING WATER PRESSURE WITHIN THE KARRATHA LIGHT INDUSTRIAL AREA AND THE CONCERN THAT THE MINIMUM WATER FLOWS AND PRESSURES REQUIRED FOR FIRE HYDRANT SYSTEMS CANNOT BE MET.          |
| 02/09/2010  | WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) | ISSUES FROM THE FITZ GERALD MEETING AND WALGA RESPONSE REGARDING MEETING ORGANISED FOR INTERESTED COUNTRY SHIRES TO DISCUSS THE LACK OF REPRESENTATION OF COUNTRY SHIRES IN RESPECT OF ISSUES RELEVANT TO RURAL LOCAL GOVERNMENT. MINUTES NOT ACCURATE. |
| 06/09/2010  | TELSTRA   | TELSTRA BUSINESS WOMENS AWARDS NICOLE LOCKWOOD FINALIST 2010  |
| 09/09/2010  | BERNARDI  | THANK YOU FOR MEETING AND CONGRATULATIONS ON THE LAUNCH OF KARRATHA CITY OF THE NORTH PLAN  |
| 10/09/2010  | MINISTER FOR LOCAL GOVERNMENT                           | APPRECIATION FOR HOSPITALITY AND MEETING (PILBARA COUNCIL) REPRESENTATIVES 01 SEPTEMBER 2010  |
| 16/09/2010  | MINISTER FOR LOCAL GOVERNMENT AND REGIONAL DEVELOPMENT  | WATER SHORTAGES AND BUILDING APPLICATIONS FOR THE SHIRE OF ROEBOURNE PILBARA CITIES VISION INITIATIVES BEING UNDERTAKEN TO ADDRESS WATER SUPPLIES IN THE WEST PILBARA   |
| 30/09/2010  | -   | THANK YOU FOR MEETING - LEND LEASE IS KEEN TO FURTHER EXPLORE HOW THEY MAY BE ABLE TO PARTNER WITH THE SHIRE OF ROEBOURNE AND STATE GOVERNMENT ON PLAYING A ROLE  |
| 04/10/2010  | BROWNING  | CONCERNS REGARDING KARRATHA AIRPORT PARKING FEES COLIN BROWNING   |
| 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   |
| 06/10/10   | VARIOUS | REQUEST SUPPORT FROM ROEBOURNE SHIRE TO ENSURE THE WICKHAM MEDICAL CENTRE IS KEPT OPEN. 27 LETTERS FROM THE PUBLIC.   |



**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>   |
|-------------------------|---|
| 17<br>September<br>2010 | Transfer of Land L402 on deposited plan 64806                         |
| 17<br>September<br>2010 | 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

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<br>[if applic]   | COUNCILLOR   |
|---|--|--|
| Nor West Jockey Club Committee                      | Community Services   | Cr Fiona White-Hartig  |
| Pilbara Regional Council (PRC)                      | Chief Executive Officer  | Cr Lockwood & Cr Hipworth,<br>Cr White-Hartig & Cr Smeathers as<br>proxies |
| Pilbara Regional Road Group                         | CEO & Technical Services   | Cr Lockwood & Cr Hipworth  |
| Resource Industry Advisory Group                    | Chief Executive Officer, Community<br>Services, Development Services &<br>Technical Services | Cr Lally, Cr White-Hartig &<br>Cr Hipworth                                 |
| Visitor Centre(s) Committees                        | Community Services   | Cr Hipworth & Cr Bailey  |
| Walkington Theatre Management<br>Committee          | Community Services   | Cr Cechner & Cr Smeathers as<br>proxy                                      |
| West Pilbara Communities for<br>Children Consortium | Community Services   | Cr Vertigan & Cr Smeathers as<br>proxy                                     |
| Roebourne Advisory Group                            | Community Services   | Cr Bailey, Cr White-Hartig & Cr<br>Pritchard                               |

#### Internal Portfolio's:

| INTERNAL PORTFOLIO'S | COUNCILLOR  |
|----------------------|---|
| Community Services   | Cr Lewis, Cr Smeathers, Cr Vertigan & Cr Pritchard  |
| Corporate Services   | Cr Lally & Cr Lockwood                              |
| Development Services | Cr Bailey, Cr Cechner Cr Hipworth & Cr White-Hartig |
| Technical Services   | Cr Hipworth & Cr Lally                              |

#### 15.4 TABLED CORRESPONDENCE

**Responsible Officer:** Chief Executive Officer

**Author Name:** Minute Secretary

**Disclosure of Interest:** Nil

#### REPORT

Tabled correspondence for Councillors information:

| Date       | From  | Subject Details  |
|------------|---|--|
| 31/08/2010 | WA RANGERS ASSOCIATION                          | FINALIST WA RANGER OF THE YEAR AWARD; ASHLEY ROBBINS IS A FINALIST FOR THE 2010 RANGER OF THE YEAR AWARD.  |
| 31/08/2010 | JOHN HOLLAND PTY LTD (DEVIL CREEK Dev. PROJECT) | DEVIL CREEK DEVELOPMENT PROJECT DCDP SCHEDULED CORPORATE VIDEO. REQUESTS THE RELEASE OF MR TIM DOUGLAS FOR THE VIDEO IN RECOGNITION OF ABORIGINAL HERITAGE MANAGEMENT. |
| 03/09/2010 | AUSTRALIAN BUREAU OF STATISTICS                 | BUILDING APPROVALS AUDIT 2010 AUSTRALIAN BUREAU OF STATISTICS. PLEASE PROVIDE AN ELECTRONIC REPORT CONTAINING ALL BUILDING PERMITS OF THE LAST FIVE FINANCIAL YEARS.   |
| 03/09/2010 | DEPARTMENT OF TRANSPORT (PERTH)                 | REGIONAL AIRPORTS DEVELOPMENT SCHEME GRANT FINALISATION / PROJECT ACQUITTAL: ROEBOURNE AIRPORT 2009/10.  |
| 06/09/2010 | THE NATIONAL TRUST OF AUSTRALIA (W.A)           | NATIONAL TRUST SUPPORTS PLANS TO ERRECT SIGNAGE YABURARA HERITAGE TRAIL  |
| 08/09/2010 | MCLEODS & CO BARRISTERS AND SOLICITORS          | ADVICE RECEIVED FROM MCLEOD'S REVIEW OF DRAFT PROPOSED NGARLUMA NATIVE TITLE AND HERITAGE AGREEMENT  |
| 10/09/2010 | WorkSafe Western Australia                      | WORKSAFE ADVISE CONTINUATION OF CAMPAIGN MANAGEMENT OF ASBESTOS IN GOVERNMENT BUILDINGS 2010/2011 DEPARTMENT OF COMMERCE (WORKSAFE)                                    |
| 10/09/2010 | AUSTRALIA DAY COUNCIL                           | AUSTRALIA DAY AWARDS PREMIER'S AUSTRALIA DAY ACTIVE CITIZENSHIP AWARDS 2011 CALL FOR NOMINATIONS CLOSING 26 NOVEMBER 2010 AUSTRALIA DAY COUNCIL                        |
| 13/09/2010 |   | PROPOSED CO LOCATION ON EXISTING TELECOMMUNICATION INFRASTRUCTURE OPTUS MOBILE PTY LTD LOT 262 ON PLAN 189261 TITLE VOLUME LR3062 DAMPIER ROAD BAYNTON                 |

|            |   |  |
|------------|---|--|
| 14/09/2010 | WA ELECTORAL COMMISSION                                 | ESTIMATE FOR LOCAL GOVERNMENT ORDINARY ELECTION 2011 TO BE HELD 15 OCTOBER 2011 ELECTORAL COMMISSIONER   |
| 14/09/2010 | AUSLIB PRESS PTY LTD                                    | QUOTATION SHIRE OF ROEBOURNE COMMUNITY LIBRARY REVIEW KARRATHA COMMUNITY LIBRARY AUSLIB LIBRARY CONSULTING   |
| 14/09/2010 | DEPARTMENT OF LOCAL GOVERNMENT AND REGIONAL DEVELOPMENT | COPY OF DEPARTMENT OF LOCAL GOVERNMENT'S STRATEGIC PLAN 2010 - 2015 DEPARTMENT OF LOCAL GOVERNMENT   |
| 15/09/2010 | SHIRE OF ROEBOURNE                                      | INVITATION FROM SHIRE PRESIDENT REGIONAL CABINET VISIT TO KARRATHA TO BE HELD 24 OCTOBER 2010 RSVP BY 1 OCTOBER 2010   |
| 17/09/2010 | WESTERN AUSTRALIAN GRANTS COMMISSION                    | COMMONWEALTH SPECIAL PROJECT FUNDS 2010/11 BRIDGES, ALLOCATED \$4,487,649 OF COMMONWEALTH ROADS FUNDS FOR THE PRESERVATION OF BRIDGES WESTERN AUSTRALIAN LOCAL GOVERNMENT GRANTS COMMISSION                          |
| 17/09/2010 | DISABILITY SERVICES COMMISSION                          | DISABILITY AWARENESS WEEK (29 NOVEMBER - 03 DECEMBER 2010) OFFER FREE DISPLAY KIT (COUNT ME IN) DISABILITY SERVICES COMMISSION   |
| 17/09/2010 | MINISTER FOR LOCAL GOVERNMENT, HERITAGE                 | LOCAL GOVERNMENT REFORM STEERING COMMITTEE REPORT RELEASED, STRUCTURAL REFORM AND THE BUILDING OF CAPACITY WITHIN THE LOCAL GOVERNMENT SECTOR IN WESTERN AUSTRALIA   |
| 21/09/2010 | DEPARTMENT OF FISHERIES                                 | APPLICATION TO VARY AQUACULTURE LICENCE NO 1369 - AURORA BIOFUELS INC PREVIOUSLY AQUACAROTEN LIMITED SUBMISSION REQUIRED BY 08 OCTOBER 2010  |
| 21/09/2010 | WESTERN AUSTRALIAN LOCAL GOVERNMENT GRANTS COMMISSION   | COMMONWEALTH SPECIAL PROJECT FUNDS 2011/12 ALLOCATIONS FOR BRIDGE PRESERVATION - APPLICATIONS TO BE SUBMITTED BY 15 OCTOBER 2010   |
| 21/09/2010 | OFFICE OF MULTICULTURAL INTERESTS                       | IMPLEMENTING THE PRINCIPLES OF MULTICULTURALISM LOCALLY - A PLANNING GUIDE FOR WESTERN AUSTRALIAN LOCAL GOVERNMENTS  |
| 22/09/2010 | APACHE ENERGY LIMITED                                   | DEVIL CREEK DEVELOPMENT PROJECT DCDP COMMUNITY DEVELOPMENT PACKAGE INVITATION FOR A SITE VISIT CONTACT ROGER LEWIS PROJECT MANAGER   |
| 23/09/2010 | WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) | WALGA PREFERRED SUPPLIER PROGRAM LED LIGHTING INFORMATION PACKAGE ATTACHED CONTACT GECKO LIGHTING TO DISCUSS REGARDING SUPPLY OPTIONS - BROCHURE CONTRACT N O TPS 0960 SERVICE OFFERING HARDWARE PANEL EXPIRING 2013 |
| 29/09/2010 | MINISTER FOR REGIONAL DEVELOPMENT LANDS                 | THANK YOU FOR SUBMISSION TO THE REVIEW OF FUNCTIONS AND RESPONSIBILITIES OF REGIONAL DEVELOPMENT COMMISSION HON WENDY DUNCAN   |

|            |  |   |
|------------|--|---|
|            |  | MLC   |
| 29/09/2010 | MINISTER FOR LOCAL GOVERNMENT,<br>HERITAGE                 | FORUM FOR LOCAL GOVERNMENT REFORM TO BE HELD<br>ON WEDNESDAY 20 OCTOBER 2010 REGISTER<br>ATTENDANCE NO LATER THAN COB 11/10/2010  |
| 29/09/2010 | AUSTRALIA'S NORTHWEST TOURISM                              | ADVICE REGARDING THE RECENT CHANGES IN THE<br>STRUCTURE OF AUSTRALIA'S NORTHWEST TOURISM<br>(ANW)   |
| 04/10/2010 | WESTERN AUSTRALIAN LOCAL GOVERNMENT<br>ASSOCIATION (WALGA) | INFOPAGE - RESIDENTIAL DESIGN CODES REVIEW -<br>EXPRESSION OF INTEREST FROM LOCAL GOVERNMENT -<br>EXPRESSIONS OF INTEREST BY MONDAY 18 OCTOBER<br>2010                    |
| 04/10/2010 | WESTERN AUSTRALIAN LOCAL GOVERNMENT<br>ASSOCIATION (WALGA) | INFOPAGE - PROPOSAL TO REVISE CONSTRUCTION<br>REQUIREMENTS TO REDUCE THE RISK OF SLIPS TRIPS<br>AND FALLS IN BUILDING - SUBMISSIONS TO WALGA BY<br>FRIDAY 22 OCTOBER 2010 |
| 04/10/2010 | WESTERN AUSTRALIAN LOCAL GOVERNMENT<br>ASSOCIATION (WALGA) | INFOPAGE - WESTERN AUSTRALIAN NATURAL DISASTER<br>RELIEF AND RECOVERY ARRANGEMENTS (WANDRRA) -<br>FOR INFORMATION ONLY  |
| 06/10/2010 | WESTERN AUSTRALIAN LOCAL GOVERNMENT<br>ASSOCIATION (WALGA) | WA TRANSPORT AND ROADS FORUM 2010 - FINAL<br>PROGRAM TO BE HELD ON 13 OCTOBER 2010 AT THE<br>BUNBURY REGIONAL ENTERTAINMENT CENTRE  |



**15.5 BUDGET AMENDMENTS FOR THE PERIOD ENDING 30 SEPTEMBER 2010**

**File No:** OCT10  
**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 30 September 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)                |
|                 |            |                |   |                                   |                              |                         |
|                 |            |                |   |                                   |                              |                         |
|                 |            |                | <b>Totals</b>   | <b>(195,154)</b>                  | <b>175,590</b>               |                         |
|                 |            |                | <b>Current Budget Position is a Deficit of</b>                              |                                   |                              | <b>(19,564)</b>         |

**15.6 NON STATUTORY DONATIONS FOR PERIOD ENDING 30 SEPTEMBER 2010**

**File No:** OCT10  
**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 30 September 2010**

|   | Original<br>Budget<br>\$ | Amended<br>Budget<br>\$ | Actual<br>\$     |
|---|--------------------------|-------------------------|------------------|
| 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                   | 2,196.11         |
| 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>33,644.66</b> |

**15.7 BUILDING STATISTICS FOR THE MONTH OF SEPTEMBER 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 | SEPTEMBER 2009      | NO. SOLE OCCUPANCY UNITS | SEPTEMBER 2010      |
|---|--------------------------|---------------------|--------------------------|---------------------|
| NEW RESIDENCES                                  |                          | 20                  |                          | 10                  |
| GROUP DWELLINGS                                 | 0                        | 0                   | 11                       | 1                   |
| TRANSIENT WORKFORCE ACCOMMODATION               | 0                        | 0                   | 0                        | 0                   |
| COMMERCIAL/ INDUSTRIAL DEVELOPMENTS             |                          | 18                  |                          | 5                   |
| MISCELLANEOUS ADDITIONS (INC. AND OUTBUILDINGS) |                          | 52                  |                          | 53                  |
| SWIMMING POOLS/SPAS                             |                          | 6                   |                          | 11                  |
| <b>TOTAL</b>                                    |                          | <b>96</b>           |                          | <b>80</b>           |
| <b>VALUE</b>                                    |                          | <b>\$26,774,885</b> |                          | <b>\$13,147,721</b> |

| BUILDING LICENCES APPROVED (CUMULATIVE)         | NO. SOLE OCCUPANCY UNITS | 1 JULY 2009 TO 30 SEPT 2009 | NO. SOLE OCCUPANCY UNITS | 1 JULY 2010 TO 30 SEPT 2010 |
|---|--------------------------|-----------------------------|--------------------------|-----------------------------|
| NEW RESIDENCES                                  | 0                        | 62                          |                          | 23                          |
| GROUP DWELLINGS                                 | 2                        | 1                           | 39                       | 2                           |
| TRANSIENT WORKFORCE ACCOMMODATION               | 1914                     | 3                           | 94                       | 1                           |
| COMMERCIAL/ INDUSTRIAL DEVELOPMENTS             | 0                        | 25                          |                          | 11                          |
| MISCELLANEOUS ADDITIONS (INC. AND OUTBUILDINGS) | 0                        | 126                         |                          | 129                         |
| SWIMMING POOLS/SPAS                             | 0                        | 22                          |                          | 32                          |
| <b>TOTAL</b>                                    |                          | <b>239</b>                  |                          | <b>198</b>                  |
| <b>VALUE</b>                                    |                          | <b>\$134,600,053</b>        |                          | <b>\$46,588,605</b>         |

**15.8 PLANNING DECISIONS ISSUED - 8 SEPTEMBER TO 5 OCTOBER 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  |
|---------|-------------------|--|---------------------------------|--|---------------------------|--|
| 2037D   | APPROVED DELEGATE | ESTELLE MARIE GRANGER                                | BRUCE GRANGER                   | LOT 336 [10] PETREL CORNER NICKOL                                | DEVELOPMENT               | ANCILLARY ACCOMMODATION ASSOCIATED WITH A SINGLE HOUSE   |
| P2120   | APPROVED DELEGATE | THE READYMIX GROUP (AUSTRALIA) PTY LTD               | CEMEX AUSTRALIA                 | LOT 4 WOODBROOK ROAD KARRATHA INDUSTRIAL ESTATE                  | DEVELOPMENT               | THREE TRANSPORTABLE BUILDINGS [CRIB ROOM, SITE OFFICE AND ABLUTIONS] ASSOCIATED WITH A CONCRETE BATCHING PLANT AND ANCILLARY WORKS [3]                           |
| P2198   | APPROVED WAPC     | PHILLIP COLEMAN DAVIES                               | WHELANS                         | LOT 1515 LAMBERT ROAD KARRATHA INDUSTRIAL ESTATE                 | SUBDIVISION/ AMALGAMATION | THREE [3] LOT SUBDIVISION  |
| P2281   | APPROVED DELEGATE | TONY GRANT COUSINS                                   | RGR DESIGN                      | LOT 655 [37-39] LOCKYER WAY ROEBOURNE                            | DEVELOPMENT               | ADDITIONS TO TWO [2] GROUPED DWELLINGS   |
| P2290   | APPROVED DELEGATE | S & M CONSTRUCTION (WA) PTY LTD                      | S & M CONSTRUCTION (WA) PTY LTD | LOT 126 SHOLL STREET AND LOTS 168 & 169 HAMPTON STREET ROEBOURNE | DEVELOPMENT               | TWELVE [12] GROUPED DWELLINGS AND ANCILLARY WORKS  |
| P2303   | APPROVED DELEGATE | GLENDA JANICE JONES                                  | GLENDA JANICE JONES             | LOT 3124 [13] GODDARD PLACE NICKOL                               | R-CODES VARIATION         | PATIO WITH WALL ON BOUNDARY  |
| P2324   | APPROVED DELEGATE | (GRV PROPERTIES) WOODSIDE ENERGY LTD                 | NELSON TREVLYN HILL             | LOT 3229 [3] GREEN COURT NICKOL                                  | R-CODES VARIATION         | TWO [2] SHADE SAILS WITH REDUCED PRIMARY STREET SETBACK [400MM]  |
| P2327   | APPROVED DELEGATE | JOHN MICHAEL ATF THE AUSTRALIAN PROPERTY TRUST JONES | MICHELLE PISANI                 | LOT 238 [11] MUDLARK TURN NICKOL                                 | DEVELOPMENT               | HOME OCCUPATION – FAMILY DAY CARE  |
| P2330   | APPROVED DELEGATE | LANDCORP   | LANDCORP                        | LOT 9005 BAJAMALU DRIVE BAYNTON                                  | DEVELOPMENT               | CAR PARK ASSOCIATED WITH A DISPLAY HOME VILLAGE  |
| P2339   | APPROVED DELEGATE | PETER KEVIN NEWBOLD                                  | PETER KEVIN NEWBOLD             | LOT 265 [265] WILKIE CRESCENT DAMPIER                            | R-CODES VARIATION         | GARAGE AND CARPORT ON BOUNDARY WITH OVERHEIGHT WALL [4200MM] AND WALL LENGTH OF 11.9M AND REDUCED PRIMARY STREET SETBACK WITH INSUFFICIENT AREA OF COMPENSATION. |
| P2341   | APPROVED DELEGATE | STATE OF WA [DEPARTMENT FOR                          | DELTA FACILITIES                | LOT 449 [2-10] HARDING   | DEVELOPMENT               | THREE [3] SHADE SAILS ASSOCIATED WITH A  |

Ordinary Council Meeting – Agenda

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|       |                   |                                      |                      |                                  |                   |   |
|-------|-------------------|--------------------------------------|----------------------|----------------------------------|-------------------|---|
|       |                   | FAMILY CHILDREN'S SERVICES] &        |                      | STREET ROEBOURNE                 |                   | HOSTEL  |
| P2346 | APPROVED DELEGATE | (GRV PROPERTIES) WOODSIDE ENERGY LTD | DOUGLAS JAMES PEARCE | LOT 3189 [17] HADDON WAY NICKOL  | R-CODES VARIATION | OUTBUILDING WITH REDUCED SIDE BOUNDARY SETBACK OF 500MM |
| P2352 | APPROVED DELEGATE | (GRV PROPERTIES) WOODSIDE ENERGY LTD | DC SERVICES PROJECT  | LOT 3224 [8] NEWMAN COURT NICKOL | R-CODES VARIATION | PATIO WITH REDUCED SIDE BOUNDARY SETBACK OF 800MM       |

**Note** – Determinations of Subdivision/Amalgamation applications made by the Western Australian Planning Commission

## 15.9 KARRATHA COMMUNITY ASSOCIATION CO-LOCATED COMMUNITY FACILITY

**File No:**

**Responsible Officer:** Karratha Community Association

**Author Name:** Karratha Community Association Committee

**Disclosure of Interest:** Nil

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### REPORT PURPOSE

The Karratha Community Association [KCA] in conjunction with Rotary, Karratha Art & Learning Centre has engaged the services of UDLA and Josh Burns & Associates to assist with Stage 1 of the development of a co-located community facility located in Karratha incorporating a community garden, a men's shed, community arts centre and artists' studios. UDLA and Josh Burns & Associates will be conducting workshops in late October with each of the groups and will identify suitable parcels of land, evaluate each of the site options determining advantages and disadvantages of each including access and availability to utilities, planning implications such as zoning, building implications such as flood, cyclone.

### Background

The project is made up of 4 separate community groups seeking land to construct purpose built community facilities. The groups have recognised and agreed that there are synergies and opportunities in collocating the four 'needs & uses' in one location.

It was agreed that the combined scope would include a men's shed, new arts and craft building, individual artists studios, undercover area for markets for all groups, walking trails to connect the various elements and a community garden consisting of grow beds, fruit trees etc.

The following lists the four groups:

1. Karratha Community Association, Community Garden [new project]  
The community garden was intended to be an integrated community facility comprising veggie plots, trees, and common facilities like a community kitchen and space for community groups to hold classes.
2. Rotary- Men's Shed project [new project]  
The original scope of the Men's Shed was a location for men to gather to play darts, have conversations and do manual arts.
3. Karratha Arts and Learning Centre  
The Karratha Arts and Learning Centre required more capacity and some major renovations are needed on their current building. They were trying to determine whether to spend money on the current facility or look to a new building.
4. Artsource [new project]  
The scope of the Artist Studio Spaces is to offer clean, affordable and lockable work spaces to individual artists. Working spaces for professional artists in Karratha are limited and artists in the area are feeling the strain of not having a studio to develop

their art practices, thus limiting their opportunities and the creative capacity of the region.

Landcorp has provided funding under the auspices of the Karratha Community Association to engage the consultant to assist with site selection and conceptual designs.

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

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

**18 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**

18.1 Permanent Shade Structures

**19 CLOSURE & DATE OF NEXT MEETING**

15 November 2010