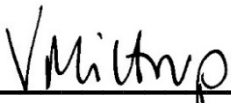




ORDINARY COUNCIL MEETING

MINUTES

**NOTICE IS HEREBY GIVEN that an
Ordinary Meeting of Council will be held
in the Council Chambers, Welcome Road, Karratha,
on Monday, 27 February 2023 at 6pm**



VIRGINIA MILTRUP
CHIEF EXECUTIVE OFFICER



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

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

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

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

WRITTEN CONFIRMATION

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

Signed: VMiltrup
Virginia Miltrup - Chief Executive Officer

DECLARATION OF INTERESTS (NOTES FOR YOUR GUIDANCE) (updated 13 March 2000)

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

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

A member, who makes a disclosure in respect to an interest, must not:

- (c) Preside at the part of the Meeting, relating to the matter or;
- (d) Participate in, or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

NOTES ON FINANCIAL INTEREST (FOR YOUR GUIDANCE)

The following notes are a basic guide for Councillors when they are considering whether they have a **Financial Interest** in a matter. I intend to include these notes in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measure in money terms. There are exceptions in the *Local Government Act 1995* but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:
 - 6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the *Local Government Act*; or
 - 6.2 Where the Minister allows the Councillor to participate under s5.69 (3) of the *Local Government Act*, with or without conditions.

INTERESTS AFFECTING IMPARTIALITY

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

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

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

IMPACT OF AN IMPARTIALITY CLOSURE

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

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

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MINUTES

1 OFFICIAL OPENING

The Ordinary Meeting of Council held in the Council Chambers, Welcome Road, Karratha on Monday, 27 February 2023 was declared open at 6.05pm. Cr Long acknowledged the traditions of the Ngarluma people, on whose land we are gathered here today.

2 PUBLIC QUESTION TIME

The Mayor advised that one question was received from Elise Gore, Chairperson and Niamh Herd, Vice Chairperson of the Karratha Community House (KCH).

- Q. In relation to 30 January 2023 Agenda Item 11.1 – Community Lease of Land Policy CS-25 – Karratha Community House:
1. Request transparency on why the goalposts were changed at the last minute prior to the meeting, yet again, and with no consultation with KCH about the impact those changes would have on our organisation?
 2. Why KCH's case continues to be entangled with the inadequacy of the Community Leasing of Land Policy, after 18 months of ambiguity?
- A. The Chief Executive Officer provided a response at the meeting. It was advised that the council resolution responded to the rent proposal received from KCH in their appeal document. The Community Lease of Land Policy CS-25 will be updated from time to time to reflect the operation of the policy and feedback from the community. City Officers will have a further discussion with KCH regarding their concerns.

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

Councillors: Cr Peter Long [Mayor]
Cr Kelly Nunn [Deputy Mayor]
Cr Margaret Bertling
Cr Gillian Furlong
Cr Daiva Gillam
Cr Geoff Harris
Cr Pablo Miller
Cr Travis McNaught
Cr Daniel Scott
Cr Joanne Waterstrom Muller

Staff: Virginia Miltrup Chief Executive Officer
Arron Minchin Director Community Services
Simon Kot Director Strategic Projects & Infrastructure
Stephanie Smith Acting Director Development Services
Kayla Harrison Acting Director Corporate Services
Jodie Swaffer Minute Secretary

Apologies: Phillip Trestrail Director Corporate Services
Lee Reddell Director Development Services

Absent:

Leave of Absence: Cr Garry Bailey

Members of Public: Kat Kellow, Karratha Community House
Andrea Hunter, Karratha Community House
Lauren Houston, Karratha Community House
Niamh Herd, Karratha Community House

Members of Media: Eliza Kloser, Ngaarda Media
Jesmine Cheong, ABC

4 REQUESTS FOR LEAVE OF ABSENCE

Nil

5 DECLARATIONS OF INTEREST

Cr Furlong declared an interest in the following item:

- Impartiality interest in Item 12.1 Destination Pilbara ‘Warlu Way’ Tourism Conference – Proposed Platinum Sponsorship Through Major Events Sponsorship and Attraction Program as Cr Furlong is President of Dampier Community Association of which holds a membership with Pilbara Tourism Association.

Cr Scott declared an interest in the following item:

- Impartiality interest in Item 12.1 Destination Pilbara ‘Warlu Way’ Tourism Conference – Proposed Platinum Sponsorship Through Major Events Sponsorship and Attraction Program as his business, North West Brewery holds a membership with Pilbara Tourism Association.

Cr Bertling declared an interest in the following item:

- Impartiality interest in Item 12.1 Destination Pilbara ‘Warlu Way’ Tourism Conference – Proposed Platinum Sponsorship Through Major Events Sponsorship and Attraction Program as Cr Bertling had previous business with two of the proponents of the conference.

Cr Harris declared an interest in the following item:

- Impartiality interest in Item 12.1 Destination Pilbara ‘Warlu Way’ Tourism Conference – Proposed Platinum Sponsorship Through Major Events Sponsorship and Attraction Program as the Chair of the Pilbara Tourism Association is a good friend.

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

There were no petitions, deputations or presentations.

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

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 155139
 MOVED : Cr Furlong
 SECONDED : Cr Nunn

That the Minutes of the Ordinary Meeting of Council held on Monday, 30 January 2023, be confirmed as a true and correct record of proceedings.

CARRIED

FOR : Cr Long, Cr Nunn, Cr Bertling, Cr Furlong, Cr Gillam, Cr Harris, Cr McNaught, Cr Miller, Cr Scott, Cr Waterstrom Muller
 AGAINST : Nil

8 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

24/01/2023	- Opening of Youth Alcohol & Other Drug (AOD) Service Event
25/01/2023	- Cooperative Research Centre for Developing Northern Australia (CRCNA) Risk Audit and Finance (RAF) Committee Meeting
26/01/2023	- Australia Day Awards & Citizenship Ceremony 2023
27/01/2023	- Meeting with Ngarluma Yindjibarndi Foundation Ltd (NYFL)
27/01/2023	- Meeting with Local Small Business Owner
30/01/2023	- Ordinary Council Meeting
31/01/2023	- Meeting with Regional Development Australia (RDA) Pilbara

9 EXECUTIVE SERVICES

There were no Executive Services reports.

10 CORPORATE SERVICES

10.1 FINANCIAL STATEMENTS FOR PERIOD ENDED 31 DECEMBER 2022

File No:	FM.19
Responsible Executive Officer:	Acting Director Corporate Services
Reporting Author:	Acting Manager Financial Services/CFO
Date of Report:	2 February 2023
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. Statement of Financial Activity 2. Variance Commentaries – Statement of Financial Activity by Nature of Type 3. Statement of Financial Position 4. Net Current Funding Position

PURPOSE

To provide a summary of Council's financial position for the period ending 31 December 2022.

BACKGROUND

Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* requires the City to prepare a monthly statement of financial activity including the sources and applications of funds, as compared to the budget.

SUMMARY

The following table is a summary of the Financial Activity Statement by Nature and Type compared to the Budget as of 31 December 2022:

2022/23	Original Budget	Amended Budget	Year to Date Budget	Year To Date Actual	YTD Variance	Variance %	Impact on Surplus
Operating Revenue (incl. Rates)	118,747,403	122,798,242	84,999,630	88,536,394	3,536,764	4.2%	↑
Operating Expense	(114,742,587)	(115,263,378)	(65,205,981)	(42,702,869)	22,503,112	-34.5%	↑
Non Operating Revenue	68,558,105	70,243,105	19,908,665	4,585,635	(15,323,030)	-77.0%	↓
Non Operating Expense	(94,772,771)	(99,647,200)	(36,376,770)	(16,951,066)	19,425,704	-53.4%	↑
Non Cash Items Included	20,789,922	20,789,919	10,040,931	2,337	(10,038,594)	-100.0%	
Restricted PUPP Surplus BFWD 1 July	124,258	124,258	124,258	124,258	0	0.00%	0
Unrestricted Surplus BFWD 1 July	1,342,418	1,342,418	1,342,418	1,342,418	0	0.00%	0
Surplus/(Deficit) 22/23	46,746	387,364	14,833,151	34,937,107	20,103,956		

This table shows a surplus position of \$34.9m, a positive variance of \$20.1m compared to the budgeted surplus position of \$14.8m, which reflects timing of transactions associated

with projects and grant funding. The brought forward unrestricted surplus position of \$1.3m is a pre-audit position and remains subject to end of financial year accounting and audit adjustments.

The restricted balance referred to in the preceding table and throughout this report comprises Pilbara Underground Power (PUPP) Service Charges levied in 2014/15, which are subject to the 10-year instalment option offered by Council.

In accordance with the materiality threshold adopted by Council for the reporting of variances in Operating Revenue and Expenses, the following comments provide an explanation of material variances which contribute significantly to the total YTD budget variance shown in the above table. Further details are provided later in this report in the Variance Commentary - Statement of Financial Activity by Nature or Type.

Operating Revenue		
3,500,000	▲	RTIO CISP Yr 1 payment invoiced
514,009	▲	Waste Management - Contaminated and liquid waste higher than forecasted
475,775	▲	Rates - Higher than anticipated increase in value of some properties
258,836	▲	The Quarter - Outgoings revenue higher than anticipated
246,404	▲	Government Grant - Financial Assistance and Local Road Grant higher than anticipated
178,734	▲	Airport - RASI Grant has been extended to end of Jan 2023. Cash flow will be updated at the budget review
176,000	▲	Youth Services - RTIO Funding received earlier than anticipated
164,453	▲	Interest rates higher than anticipated at budget time. 2.5%-3.08% compared to actual interest rates of 2.5%-4.70%.
102,219	▲	FeNaCING income to be transferred from REAP income in February
100,060	▲	\$66,106 is attributable to a change in the effective date of a lease agreement and will be adjusted at budget review
72,769	▲	Karratha Airport Car Parking - Higher car park revenue with increased passengers and industry demand
52,561	▲	KLP Kiosk Bar Operation only commenced 29.10.2022 without any budget input
52,364	▲	KLP Memberships up by approx. 200 for the months of Aug-Nov when compared to the same period in 2021
5,894,183	▲	Positive Variance
(1,080,000)	▼	Development WA Funding for Madigan Road Works pending receipt
(500,000)	▼	Shakespeare SWA contribution pending
(288,303)	▼	Road Maintenance grant funding - Certificate of Completion lodged in August. Awaiting payment of funds.
(161,250)	▼	Private works to be invoiced in February
(144,395)	▼	Aircraft landings have been below expectations and will be adjusted at budget review
(76,970)	▼	Timing difference for \$96,413 Lease fee adjustment processed in Jan 2023
(73,803)	▼	The number of infringement being issued by rangers has reduced due to staff vacancies and a greater level of compliance on matters like abandoned shopping trolleys
(54,922)	▼	Ex Gratia Rates to be reviewed in February
(2,379,643)	▼	Negative Variance
3,514,540	▲	Net Positive Variance

Operating Expense		
4,227,629	▲	Various vacancies across the City have resulted in reduced employee costs Review of payroll postings is currently being undertaken for other variances
1,483,900	▲	Insurance - Awaiting second instalment invoice.
895,280	▲	Madigan Rd (Homemaker Centre Access) Modification - Design - Project delayed. Cashflow to be adjusted in March 2023 Budget Review
875,018	▲	Cell 0 Capping / Closure Works - Timing difference
477,816	▲	Information Services - ERP and minor projects implementation due to organisational resourcing constraints
343,552	▲	General Waste and Recycling Collection - Delayed invoice receipt and processing
316,285	▲	Airport - Security & Screening costs processed later than planned
305,209	▲	\$150k for Shakespeare POS not commenced - delayed final payments for overdue projects
287,809	▲	Stormwater Structure Projects - Capital - Delay in finalising payment for Millstream Culvert due to outstanding works

Operating Expense		
276,600	▲	Footpaths Major Replace/Renewals - Delay in delivering footpath renewal program due to expiration of concreting service contract
233,875	▲	Open Spaces & Reserves - Delays to work due to additional slashing required due to weed growth
211,155	▲	The Quarter - Delayed invoice receipt and processing
209,042	▲	Fleet and Plant - Fuel - Timing of import of fuel data in the new system
191,670	▲	Kerb Renewals - Delay in delivering kerb program due to expiration of concreting service contract
163,268	▲	Wickham Rec Facility - Water main upgrade and water softener installation project delayed. Due to commence February 2023.
149,000	▲	Roundabout Maintenance - Delayed invoice receipt and processing
139,575	▲	Street Sweeping - Delayed invoice receipt and processing
138,951	▲	Street Lights and REAP - Changes in aircon scheduling to be more efficient, plus cooler start to summer
138,716	▲	Waste Service - Hampton Harbour fee waiver and Ganali contributions have less than anticipated YTD
130,000	▲	Business Support Contribution - Still processing acquittals from 2021/22 financial year grants so 2022/23 financial year agreements not yet complete.
91,610	▲	Karratha Golf Course/Bowling Club - Water expenditure occurred later than anticipated
84,991	▲	Community Funding - Payments based on Grant Acquittals received. Will adjust at budget review.
66,669	▲	Parks & Gardens Water - ERS Water being used through these sites and not reliant on potable water to the City Centre
51,956	▲	KLP - Electricity - Budget figure included reduction in consumption due to solar. Solar not connected until December 2022
11,489,576	▲	Positive Variance

Non Operating Revenue		
3,241,392	▲	Transfer from Waste Management Reserve to be amended at March budget review for transfer for expenditure spent on Landfill Cell 0 capping
98,430	▲	Timing variance of transfer from Partnership Reserve - Budget to be amended at March review
3,339,822	▲	Positive Variance
(13,662,013)	▼	Timing variance of transfer from Infrastructure Reserve - Budget to be amended at March review
(1,786,651)	▼	Grant funding - HSVPP Coolawanyah Road Stage Four, \$1,786,651 in total with 40% at Award, 40% Construction and 20% at progress claim. Initial payment pending receipt from Funding Partner however the City has been advised of processing delays not related to the work.
(1,172,942)	▼	Proceeds from disposal of assets less than anticipated due to timing variance of processing asset disposal
(883,310)	▼	KRMO LRCIP Grant Funding (Phase 2 - Received 50% received March 21 & 50% at PC.) (Phase 3 - Funding 50% received June 22, 40% claims quarterly in progress and 10% at PC)
(788,692)	▼	Profit on disposal of assets less than anticipated due to timing variance of processing asset disposal
(18,293,609)	▼	Negative Variance
(14,953,787)	▼	Net Negative Variance

Non Operating Expense		
3,875,783	▲	Kevin Richards Club Room project delayed. Cashflow to be adjusted in March budget review.
3,532,750	▲	Timing variance of transfer to Infrastructure Reserve - Transfer to occur in February which relates to TWA rates
2,053,958	▲	Shakespeare housing units project delayed. Cashflow to be adjusted in March budget review.
1,535,977	▲	Parks & Gardens - Delays to procurement and equipment arriving of 2 trucks, excavator, mowers and utility vehicles.
1,459,832	▲	Jinggari Sites project delayed. Cashflow to be adjusted in March budget review.
1,203,216	▲	Timing variance to transfer to Waste Management Reserve - Transfer to occur at end of financial year and budget timeline to be amended in March Budget review
901,753	▲	Lot 7020 project delayed. Cashflow to be adjusted in March budget review.
876,901	▲	Airport Car Park Equipment - Project delay to replace carpark equipment, will be finalised in April 2023. Replacement of Screens throughout the terminal will be completed in Q4 - \$160K. Storage lockers project will be completed in Q4 - \$15k.

Non Operating Expense		
738,664	▲	Hillview/ Balmoral Upgrade project delayed. Cashflow to be adjusted in March 2023 Budget Review.
568,148	▲	KLP Solar project delayed. Cashflow to be adjusted in March budget review.
402,717	▲	Kevin Richards Northern Car Park project delayed. Cashflow to be adjusted in March 2023 budget review.
375,000	▲	KLP Outdoor Court Shading project delayed. Cashflow to be adjusted in March 2023 Budget Review.
345,770	▲	Information Technology - Delayed procurement server replacement and procurement CCTV equipment.
287,809	▲	Stormwater Structure Projects - Delay in finalising payment for Millstream Culvert due to outstanding works.
276,600	▲	Footpaths Major Replace/Renewals - Delay in delivering footpath renewal program due to expiration for concreting service contract.
240,940	▲	KTA - Water Mains Pipe Replacement - 1st stage completed, awaiting scope and estimates for 2nd stage, expected early 2023.
202,800	▲	Reseal of Cossack Road, Cossack works delayed until March.
191,670	▲	Kerb Renewals - Delay in delivering kerb program due to expiration of concreting service contract.
177,135	▲	Playground replacement/upgrade - Delays to invoicing of works due to delays in equipment arriving.
149,910	▲	Footpath Lighting Program project delayed pending preferred contractor supply. Cashflow to be adjusted in March 2023 Budget Review.
145,891	▲	Airport Remediation Works forecourt paving off track. Alternate options to be considered for March budget review.
120,693	▲	Housing project completed. Cashflow to be adjusted in March 2023 Budget Review.
109,232	▲	Dampier Road Stage 7 Footpath project delayed pending preferred contractor procurement. Cashflow to be adjusted in March 2023 Budget Review.
100,000	▲	Karratha Depot Building Improvements - Design specification received, project off track due to delay in procurement.
81,836	▲	Arts & Culture - Relates to carry forward budget for installation of lighting on Water tanks - Timing of works completed against allocated budget. Budget to be reallocated to Plant in March review.
81,446	▲	Reticulation upgrade works delayed due to contractor availability.
74,700	▲	Murujuga Nat. Park Access Road (Conzinc Bay) - Project on track pending data from external stakeholders. Cashflow to be adjusted in March 2023 Budget Review.
72,000	▲	7MWF Plant Maintenance Shade Dome & Concrete Pad project delayed. Cashflow to be adjusted in March 2023 Budget Review.
62,130	▲	Karratha Airport Terminal Air Conditioning - Chiller and VAV installation works completed and scoping of second stage of VAV works to commence in early 2023.
62,000	▲	Reseal of Norman Road, Gap Ridge works not being delivered in 22/23 as it conflicts with water main upgrade at the airport.
55,842	▲	Reduction of \$60k agreed between parties for purchase Shakespeare units
20,363,103	▲	Positive Variance
(700,000)	▼	Dampier Shopping Centre - Loan drawdown more than anticipated
(443,447)	▼	HSVPP Coolawanyah Road project completed. Cashflow to be adjusted in March 2023 Budget Review.
(119,538)	▼	Reseal - RTR - Bayview Road, Nickol - Works brought forward to allow time for funding acquittal.
(1,262,985)	▼	Negative Variance
19,100,119	▲	Net Positive Variance

FINANCIAL MANAGEMENT UPDATE

Local Government Financial Ratios

Period End 31 December 2022	Target Ratio	Original Annual Budget Ratio	YTD Actual Ratio
Current Ratio Current Assets less Restricted Assets ÷ Current Liabilities less liabilities associated with Restricted assets	1 or above	N/A	5.0
Asset Sustainability Ratio Capital Renewal and Replacement Expenditure ÷ Depreciation	≥ 0.90	0.77	N/A
Operating Surplus Ratio Operating Surplus (excl. capital grants & contributions) ÷ Own Source Revenue	0 – 15%	4.7%	59.0%
Own Source Revenue Ratio Own Source Operating Revenue ÷ Operating Expenses	0.40 or above	0.88	1.82
Debt Service Cover Ratio Operating surplus before interest expense and depreciation ÷ Principal and interest Expense	> 2	73.3	39.0

Statement of Financial Position

	2022 December	2022 November	% Change
Current			
Assets	115,237,905	117,399,612	-1.84%
Liabilities	15,237,405	14,111,823	7.98%
Non Current			
Assets	970,386,671	964,921,650	0.57%
Liabilities	4,791,114	4,791,114	0.00%
Net Assets	1,065,596,057	1,063,418,325	

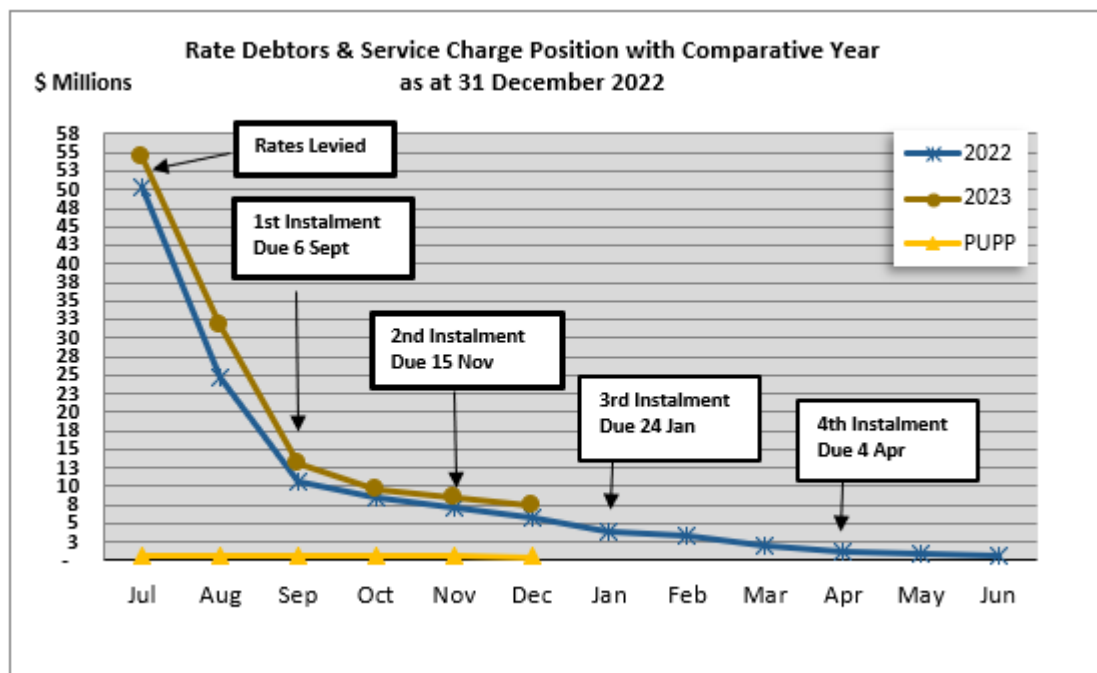
Current Assets decreased by 1.84% from November to December, which was attributable to the decrease in Trade and Other Payables, and movement in Inventories. Current Liabilities increased by 7.98% due to an increase in Trade and Other Payables. Non-Current Assets increased by 0.57% which was attributable to the acquisition of Plant, Equipment, and Infrastructure. There was no change to non-current liabilities.

Debtors Schedule

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

Debtors Schedule				
	2022 December	2022 November	Change %	% of Current Total
Sundry Debtors				
Current	3,890,590	4,760,319	-18%	74.2%
> 40 Days	328,306	1,350,791	-76%	6.3%
> 60 Days	152,623	38,738	294%	2.9%
> 90 Days	872,178	1,447,395	-40%	16.6%
Total	5,243,697	7,597,242	-31%	100%
Rates Debtors				
Total	7,466,306	8,391,287	-11%	100%
PUPP Debtors				
Total	710,516	722,897	-1.7%	100%

A total of \$48.9m of Rates (including ESL and waste charges) have been paid to end of December, representing a collection rate of 86.8% to date.

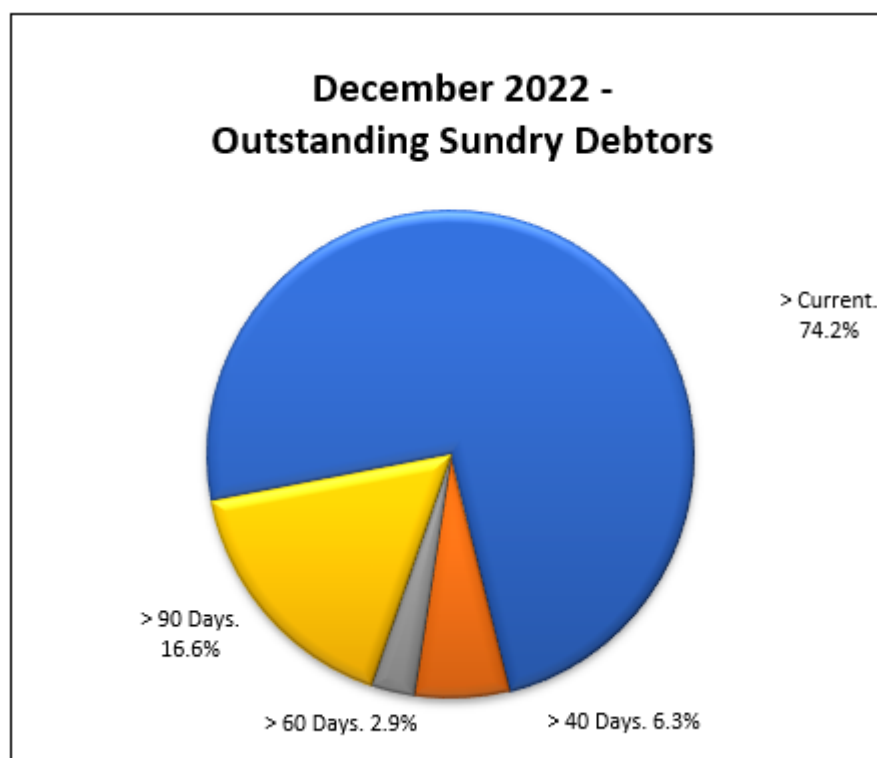


There was no material change from November in the PUPP Debtors balance. PUPP payments have now been received on 99.71% of properties and of those paid, 98.36% have paid in full with 1.34% paying by instalments.

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

Debtor Code	Name	40 Days	60 Days	Over 90 Days	Commentary
B424	Noel Bartholomew	-	339.74	63,828.64	Relates to remedial works carried out at residential address and related admin fees. Referred to Debt Recovery Agent 30/11/22. City has received advice from debtor that there is no current capacity to enter arrangement to settle debt due to financial hardship and extraordinary personal circumstances. Debtor has advised they will be making application to Council to provide relief.
F138	Frank Smith	-	-	41,593.20	Demolition costs due to uninhabitable dwelling. At the Feb 2019 OCM Council resolved to take possession and sell the property. Defendant denied liability. Summary Judgement awarded 11/03/22. Next steps for recovery are currently being progressed.
F174	Flex Cafe	3,943.73	232.43	42,965.62	Relates to monthly rent at KLP Café from Sep 2021 - Sep 2022 and utility fees for Jul 2021 - Jul 2022, grease trap removals and annual food inspection fees. Termination notice issued 18/08/22. Flex vacated 01/10/22. Referred to Debt Recovery Agent 22/11/22. Letter of demand issued with no response. General Procedure Claim in progress via Debt Recovery Agent.
J101	Karratha Skip Bin Hire Pty Ltd	-	35.22	6,910.28	Waste disposal fees for Oct - Dec 2020 plus interest charges. Account is currently cash only. Most recent payment received in Apr 2021. Referred to Debt Collection and Letter of Demand issued in May 2021. Communication with the debtor indicated balance to be paid by Dec 2021 over multiple instalments, however no payments received. Referred to Debt Recovery Agent 22/11/22. Letter of demand issued with no response. General Procedure Claim served in January 2023.
K078	Karratha Sporting & Recreation Club Inc	2,335.70	-	-	\$5,334.47 of electricity invoices and penalty interest was outstanding comprising \$2,998.77 of current charges for Nov 22 and \$2,335.70 for Oct 22. This account was paid in full in February 2023.

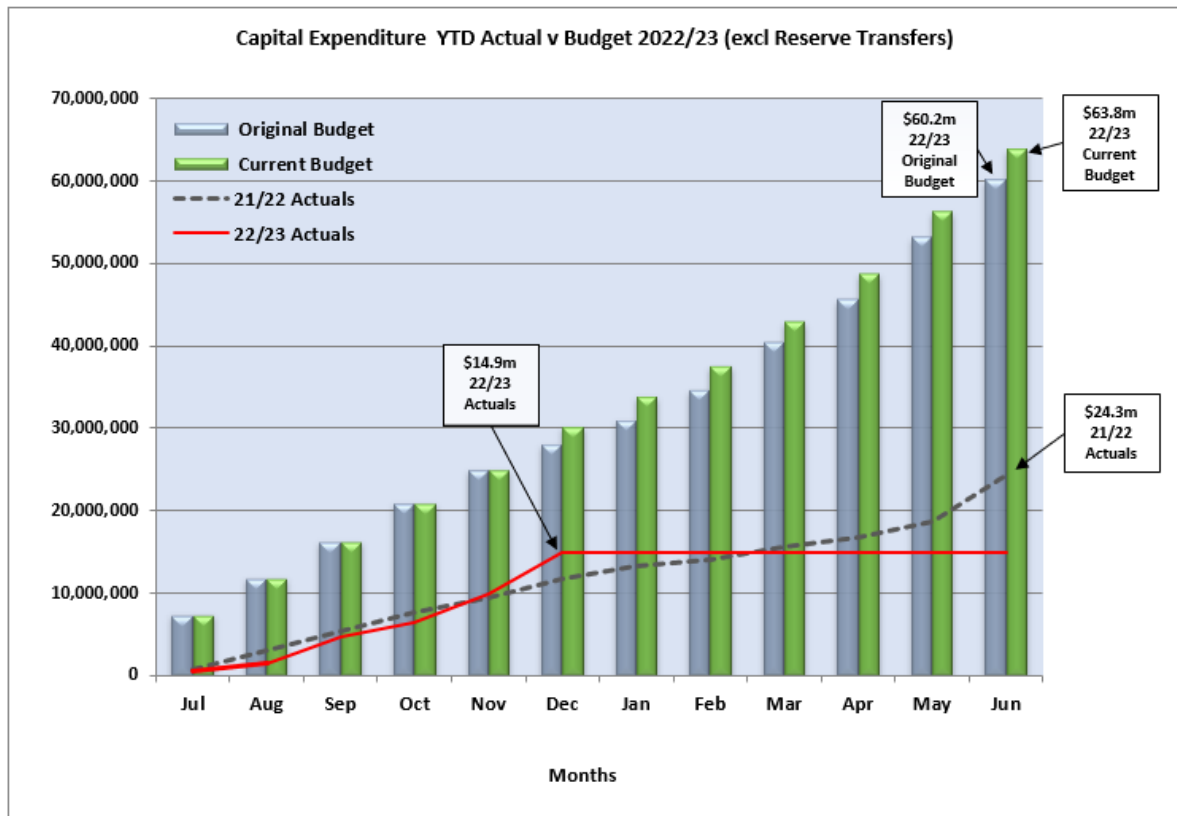
Debtor Code	Name	40 Days	60 Days	Over 90 Days	Commentary
M379	Move Your Body Studio	-	124.53	21,686.79	Relates to rent for lease at Pam Buchanan Family Centre for Dec 2021 - Aug 2022, utility charges Dec 2021 - Jun 2022. City has received advice from MYB that they will be entering into voluntary administration. No further updates from Move Your Body and email has been disconnected. Referred to Debt Recovery Agent 22/11/22.
S509	Supercivil Pty Ltd	-	-	116,666.65	Agreement reached to pay \$16,666.67 quarterly - Next payment due February 2023.
T264	Telstra Corporation Ltd	-	1,777.78	5,158.89	\$1,777.78 Paid 06/01/23. Telstra have queried \$4,762 Annual Service Charge with payment likely to be made in February.
V026	Virgin Australia Airlines Pty Ltd	-	-	525,321.38	Voluntary Administration as of 20/04/20. City Proof of Debt formally admitted in full 06/08/21. Dividend payment of \$29,511.49 received 15/09/22.



Capital Expenditure

Council's current 2022/23 Capital Expenditure budget is \$63.8m which includes significant projects such as: housing and land development, KLP solar initiative, Murujuga National Park access road, and the Kevin Richards Memorial Oval redevelopment. The following table shows capital expenditure is 50.8% below budget for the year to date.

CAPITAL EXPENDITURE						
Asset Class	YTD			ANNUAL		
	YTD Budget	YTD Actual	Variance %	Annual Original Budget	Annual Amend Budget	% of Annual Budget
	31-Dec-22			30-Jun-23		
Land	1,860,000	1,804,158	-3.0%	500,000	1,860,000	-3.0%
Artwork	81,836	0	-100.0%	81,836	81,836	0.0%
Buildings	17,515,962	8,244,751	-52.9%	39,579,701	39,868,903	20.7%
Equipment	844,100	(32,801)	-103.9%	713,404	1,038,404	-3.2%
Furn & Equip	388,100	42,330	-100.0%	859,100	859,100	4.9%
Plant	1,925,000	389,023	-79.8%	2,332,000	2,332,000	16.7%
Infrastructure	7,624,479	4,415,381	-42.1%	16,100,287	17,723,788	24.9%
Totals	30,239,477	14,862,842	-50.8%	60,166,328	63,764,031	23.3%

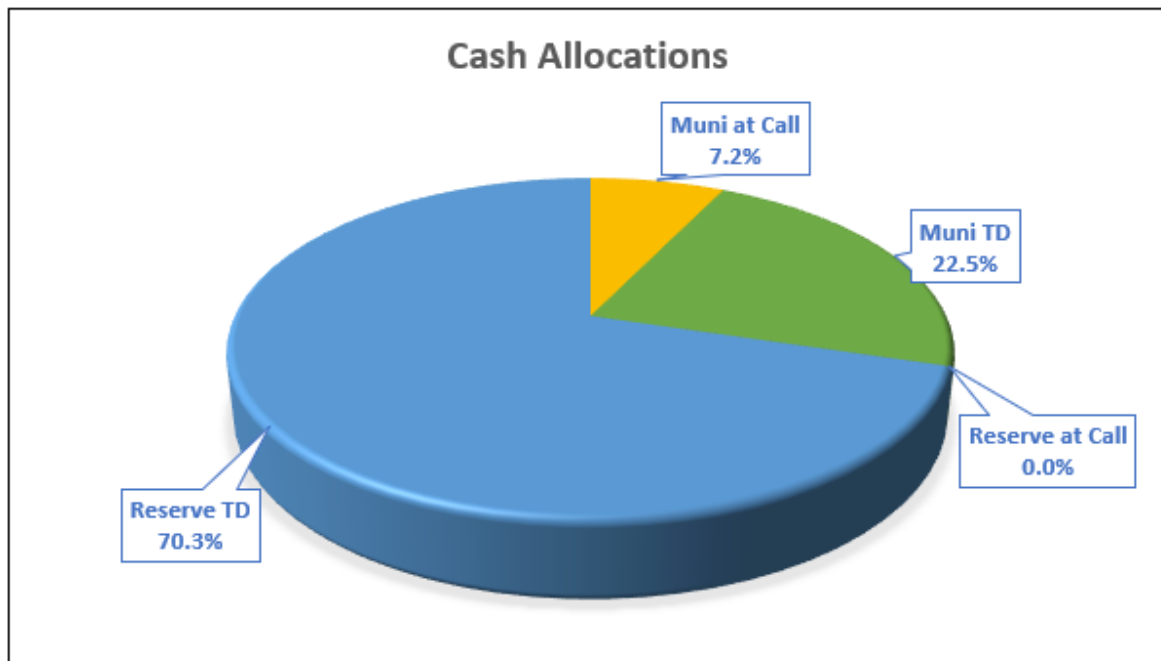


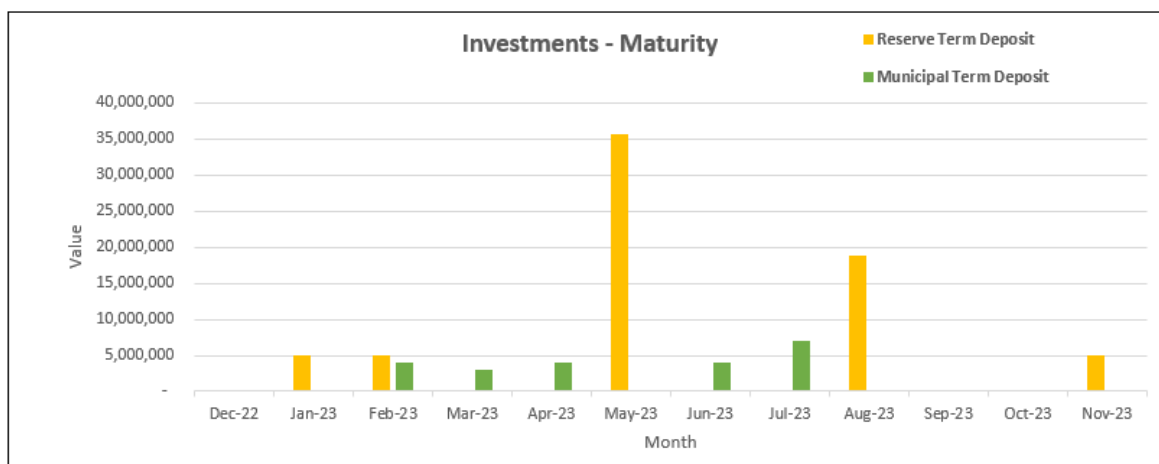
Cash and Financial Investments

The following table indicates the financial institutions where the City has investments as of December 2022.

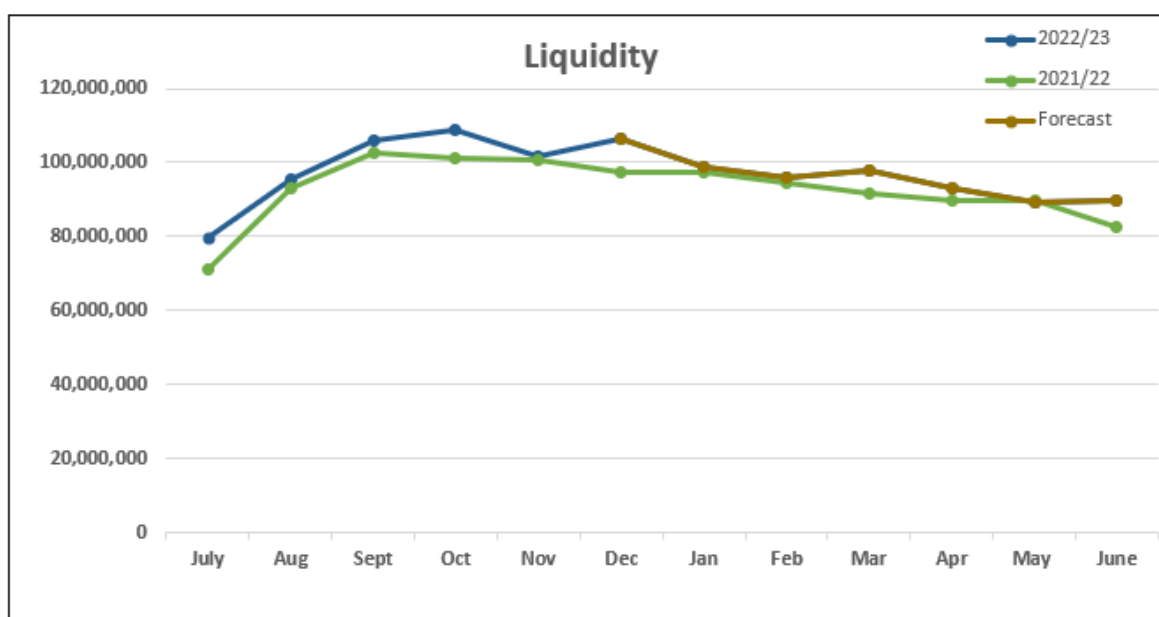
Institution	Accounts	Principal Investment \$	Balance 31 December 2022 \$	Interest %	Investment Term	Maturity	Source
RESERVE FUNDS							
WBC	Business Premium Cash Reserve		3,616	1.95	At Call		Reserve at Call
CBA	Reserve Term Deposit	5,000,000	5,082,521	2.51	8 months	Jan-23	Reserve TD
CBA	Reserve Term Deposit	5,000,000	5,088,110	2.68	9 months	Feb-23	Reserve TD
CBA	Reserve Term Deposit	35,000,000	35,708,822	3.08	12 months	May-23	Reserve TD
WBC	Reserve Term Deposit	12,000,000	12,185,119	4.11	12 months	Aug-23	Reserve TD
WBC	Reserve Term Deposit	6,500,000	6,598,447	4.22	12 months	Aug-23	Reserve TD
WBC	Reserve Term Deposit	5,000,000	5,032,836	4.70	12 months	Nov-23	Reserve TD
MUNICIPAL FUNDS							
WBC	Municipal Term Deposit	4,000,000	4,043,600	3.65	5 months	Feb-23	Muni TD
WBC	Municipal Term Deposit	3,000,000	3,040,389	3.78	7 months	Mar-23	Muni TD
WBC	Municipal Term Deposit	4,000,000	4,055,134	3.87	8 months	Apr-23	Muni TD
WBC	Municipal Term Deposit	4,000,000	4,045,874	4.55	9 months	Jun-23	Muni TD
WBC	Municipal Term Deposit	7,000,000	7,085,916	4.11	10 months	Jul-23	Muni TD
WBC	Municipal (Transactional)		7,146,234	2.95	At Call		Muni at Call
N/A	Cash on Hand		-				Muni
TOTAL		90,500,000	99,116,617				

The balance of all Term Deposits includes interest accrued to 31 December 2022





The RBA official cash rate (overnight money market interest rate) has increased by 25 basis points to 310 basis points during the month of December. As a result the Municipal Funds held in the Westpac transaction account are now earning 2.95% interest. Reserve funds held in the Westpac Business Premium Cash Reserve account are earning 1.95% in interest over balances of \$1m.



The liquidity graph for 2022/23 demonstrates a slight increase in liquidity from November. This increase in liquidity is primarily due to collection of Trade and Other Receivables.

Other Investments

As part of Council's investment strategy, reserve funds were used to purchase a commercial property 'The Quarter HQ' in June 2017. The following table provides a summary of all income and expenditure for The Quarter for the current financial year:

	Month 31 December 2022 \$	Year to Date 31 December 2022 \$	Life to Date 31 December 2022 \$
Total Income Received	307,666	2,018,434	17,088,085
Total Expenditure Paid	(24,638)	(769,644)	(8,619,033)
Net Income	283,027	1,248,790	8,469,052
Annualised ROI	17.0%	18.7%	7.7%

The following table highlights The Quarter lessees with outstanding balances in excess of \$5,000 as at 31 December 2022.

Suite ID	Lessee	Current	November 2022	October 2022	September 2022 and Prior	Total	Commentary
0001	Fiorita Pty Ltd Trading as Fiorita	16,777	14,113	14,193	30,051.90	75,136	Payment Plan commenced January 2023
0005	Maria Cecelia Walker Trading as Cecil Filipino & Asian Food Pty Ltd	25,741	23,491	22,914	309,815	381,962	Payment Plans not met. Lease terminated February 2023
L0301	Maali Group Pty Ltd Trading as Maali Group	9,916	7,026	-	-	16,942	Payment of arrears received in January 2023

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

	Month 31 December 2022 \$	Year to Date 31 December 2022 \$	Life to Date 31 December 2022 \$
Funded Amount	500,000	900,000	3,800,000
Interest Charges	22,603	68,499	123,085
Remaining Loan Amount	(300,000)	(300,000)	(300,000)

Financial Statements

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

- Statement of Financial Activity by Nature or Type.
- Variance Commentary - Statement of Financial Activity by Nature or Type.
- Net Current Funding Position.
- Statement of Financial Position.

LEVEL OF SIGNIFICANCE

Financial integrity is essential to the operational viability of the City but also as the custodian of community assets and service provision. An ability to monitor and report on financial operations, activities and capital projects is imperative to ensure that financial risk is managed at acceptable levels of comfort.

The ability for the City to remain financially sustainable is a significant strategy for a region that is continually under pressure from the resources industry, private enterprise and State Government obligations for the ongoing development of infrastructure and services

STATUTORY IMPLICATIONS

In accordance with the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*, a Statement of Financial Activity is required to be presented to Council as a minimum requirement.

Section 6.4 of the *Local Government Act 1995* provides for the preparation of financial reports.

In accordance with Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, a report must be compiled on variances greater than the materiality

threshold adopted by Council of \$50,000 or 10% whichever is the greater. As this report is composed at a nature and type level, variance commentary considers the most significant items that comprise the variance.

COUNCILLOR/OFFICER CONSULTATION

Executives and Management have been involved in monthly reviews of their operational and departmental budgets and notifying the Financial Services team of trends and variances arising from their operational areas.

COMMUNITY CONSULTATION

No community consultation is required.

POLICY IMPLICATIONS

The Council's financial reporting is prepared in accordance with Accounting Policy CF1. This is reviewed periodically to ensure compliance with legislative and statutory obligations.

FINANCIAL IMPLICATIONS

The report represents the financial position of the Council at the end of December 2022 with a year-to-date budget surplus position of \$14,833,151 (comprising \$14,708,893 unrestricted surplus and \$124,258 restricted surplus) and a current surplus position \$34,564,843 (comprising \$34,440,585 unrestricted surplus and \$124,258 restricted surplus). The restricted balance comprises PUPP service charges levied in 2014/15.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2022-2023 provided for this activity:

Our Programs/Services:	4. c.1.1	Management Accounting Services
Our Projects/Actions:	4. c.1.1.19.1	Conduct monthly and annual financial reviews and reporting

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	Completion of the Monthly Financial Activity Statement report is a control that monitors this risk. Strong internal controls, policies and monitoring ensure risks are assessed regularly and managed appropriately. Expenditure and revenue streams are monitored against approved budgets by management and the financial team with material variances being reported.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	N/A	Nil
Compliance	Low	Financial reports are prepared in accordance with the Local Government Act, Regulations and Accounting Standards.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

This is a monthly process advising Council of the current financial position of the City.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Administration) Regulations 1996* to:

1. RECEIVE the Financial Reports for the financial period ending 31 December 2022; and
2. APPROVE the following actions:
 - a) _____
 - b) _____

Option 3

That Council by SIMPLE Majority pursuant to Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Administration) Regulations 1996* to NOT RECEIVE the Financial Report for the financial period ending 31 December 2022.

CONCLUSION

Council is obliged to receive the monthly financial reports as per statutory requirements. Details in regard to the variances and the commentary provided are to be noted as part of the report.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : **155140**
MOVED : **Cr Harris**
SECONDED : **Cr Miller**

That Council by SIMPLE Majority RECEIVE the Financial Reports for the financial period ending 31 December 2022 as shown in Attachments 1 to 4.

CARRIED

FOR : Cr Long, Cr Nunn, Cr Bertling, Cr Furlong, Cr Gillam, Cr Harris, Cr McNaught, Cr Miller, Cr Scott, Cr Waterstrom Muller
AGAINST : Nil

10.2 LIST OF ACCOUNTS – 1 JANUARY 2023 TO 31 JANUARY 2023

File No:	FM.19
Responsible Executive Officer:	Acting Director Corporate Services
Reporting Author:	Senior Creditors Officer
Date of Report:	8 February 2023
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	1. List of Payments January 2023 2. List of Credit Card Payments (July-Sept 2022)

PURPOSE

To advise Council of payments made for the period from 1 January 2023 to 31 January 2023.

BACKGROUND

Council has delegated authority to the Chief Executive Officer (Delegation 1.6) the power to make payments from the City's Municipal and Trust funds.

In accordance with *Regulations 12 and 13 of the Local Government (Financial Management) Regulations 1996* a list of accounts paid by the Chief Executive Officer is to be provided to Council, where such delegation is made.

The list of accounts paid must be recorded in the minutes of the Council Meeting.

Credit Card Payments

There have been delays in the reporting of credit card payments in prior months due to the implementation of new systems and required changes to authorisation processes.

This report contains three months of credit card transactions for July to September 2022. It is intended that credit card transactions for October 2022 to February 2023 will be reported to the March 2023 Ordinary Council meeting bringing processes back to business as usual.

To provide confidence that these new processes and systems are robust an internal audit of credit card transactions and processes is being undertaken. Additionally, a triennial Financial Management Systems Review (FMSR) is set to occur prior to 30 June 2023. The FMSR will be undertaken by an external consultant.

These processes are reported to the City's Audit and Organisational Risk Committee and subsequently presented to Council.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CG-8 Significant Decision-Making Policy, this matter is of high significance in terms of Council's ability to perform its role.

COUNCILLOR/OFFICER CONSULTATION

Officers have been involved in the approvals of any requisitions, purchase orders, invoicing and reconciliation matters.

COMMUNITY CONSULTATION

No community consultation is required.

STATUTORY IMPLICATIONS

Payments are to be made in accordance with Part 6, Division 4 of the *Local Government Act 1995* and as per the *Local Government (Financial Management) Regulations 1996*. Payments are to be made through the municipal fund, trust fund or reserve funds. Payments are to be in accordance with approved systems as authorised by the CEO.

POLICY IMPLICATIONS

Staff are required to ensure that they comply under Council Policy CG12 – Purchasing Policy and CG11 - Regional Price Preference Policy (where applicable) and that budget provision is available for any expenditure commitments.

FINANCIAL IMPLICATIONS

Payments are made under delegated authority and are within defined and approved budgets. Payment is made within agreed trade terms and in a timely manner.

Payments for the period 1 January 2023 to 31 January 2023 (credit card transactions Jul 22 to Sep 22) totalled \$12,352,706.77, which included the following payments:

- Clark Settlements – Purchase 31-36 Shakespeare St - \$1,614,000
- Thomas Building – Kevin Richards Memorial Oval Redevel PC#8 - \$1,349,229
- Trasan Contracting – Shakespeare Unit Refurb Claims #8 & #9 - \$988,300
- Raubex Construction – Waste Cell Capping, Progress Claim #9 - \$350,718
- Dept Fire & Emergency Svcs – ESL Contributions 2nd Qtr - \$653,529

Consistent with CG-11 Regional Price Preference Policy, 57% of the value of external payments reported for the period were made locally.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2022-2023 provided for this activity:

Our Program: 4.c.1.4 Accounts Receivable and Accounts Payable

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	Failure to make payments within terms may render Council liable to interest and penalties
Service Interruption	Moderate	Failure to pay suppliers may lead to delays in the future provision of goods and services from those suppliers
Environment	N/A	Nil
Reputation	Moderate	Failure to pay for goods and services in a prompt and professional manner, in particular to local suppliers, may cause dissatisfaction amongst the community
Compliance	N/A	Nil

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

There are no relevant precedents related to this matter.

VOTING REQUIREMENTS

Simple Majority

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Sections 6.7 and 6.9 of the *Local Government Act 1995* ACCEPT payments totalling \$12,364,848.90 submitted and checked with vouchers, detailed in Attachments 1 and 2 being made up of:

1. Trust Vouchers: nil;
2. EFT 136 to 150 and 002534 to 003095 (Inclusive): \$9,901,506.86;
3. Cheque Voucher: nil;
4. Cancelled Payments: nil;
5. Direct Debits: nil;
6. Credit Card Payments (July-Sept 2022): \$99,310.45;
7. Payroll Cheques: \$2,364,031.59;

CONCLUSION

Payments for the period 1 January 2023 to 31 January 2023 and credit card payments for the period 1 July to 30 September totalled \$12,364,848.90. Payments have been approved by authorised officers in accordance with agreed delegations, policies and budget.

Question from the Briefing Session held on 20 February 2023:

Q: In the credit card payments for September 2022, the Mayor's registration at the Local Government Conference is \$125 and Cr Furlong's registration is \$1,325. Why is there a difference?

A: The Mayor's registration was paid by WALGA as he is the Pilbara representative on the State Council.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 155141

MOVED : Cr Scott

SECONDED : Cr Waterstrom Muller

That Council by SIMPLE Majority ACCEPT payments totalling \$12,364,848.90 submitted and checked with vouchers, detailed in Attachments 1 and 2 being made up of:

1. Trust Vouchers: nil;
2. EFT 136 to 150 and 2534 to 3095 (Inclusive): \$9,901,506.86;
3. Cheque Voucher: nil;
4. Cancelled Payments: nil;
5. Direct Debits: nil;
6. Credit Card Payments (July-Sept 2022): \$99,310.45;
7. Payroll Cheques: \$2,364,031.59

CARRIED

FOR : Cr Long, Cr Nunn, Cr Bertling, Cr Furlong, Cr Gillam, Cr Harris, Cr McNaught, Cr Miller, Cr Scott, Cr Waterstrom Muller

AGAINST : Nil

10.3 2022/2023 KEY PERFORMANCE MEASURES FOR Q2

File No:	CM.89
Responsible Executive Officer:	Acting Director Corporate Services
Reporting Author:	Manager Governance and Organisational Strategy
Date of Report:	31 January 2023
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Nil

PURPOSE

To provide Council with an update on performance against the Operational Plan 2022-23 for Quarter 2 (1 October 2022 – 31 December 2022).

BACKGROUND

There are four strategic themes in the Strategic Community Plan 2020-2030, which are delivered through 151 Programs and Services outlined in the Corporate Business Plan. These are in turn delivered through 304 ongoing projects and actions, which are measured by 101 performance measures that are introduced at periodic intervals throughout the year as certain triggers are reached.

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

Strategic Theme	Programs & Services	Projects & Actions	Performance Measures
 Our Community	53	130	37
 Our Economy	20	59	16
 Our Natural & Built Environment	38	50	14
 Our Leadership	40	65	34
TOTAL	151	304	101

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

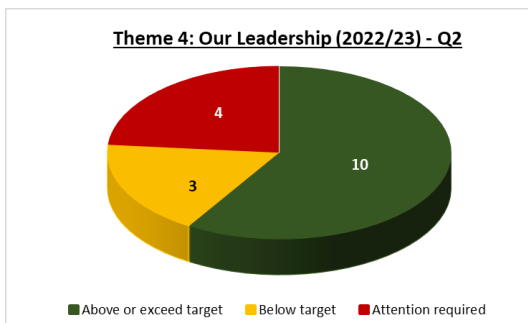
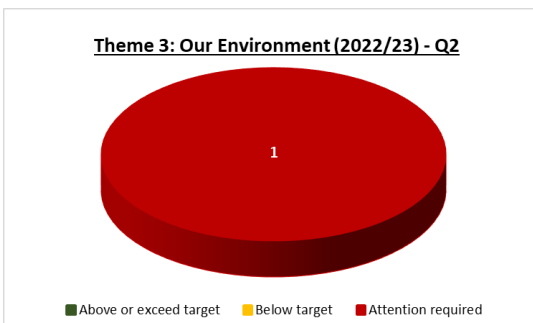
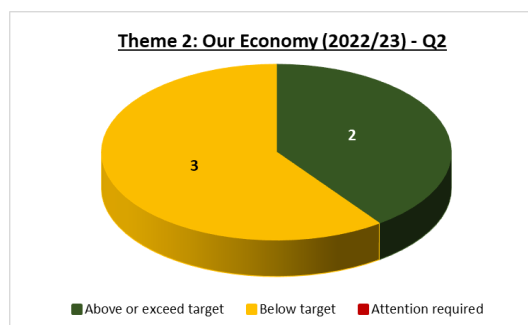
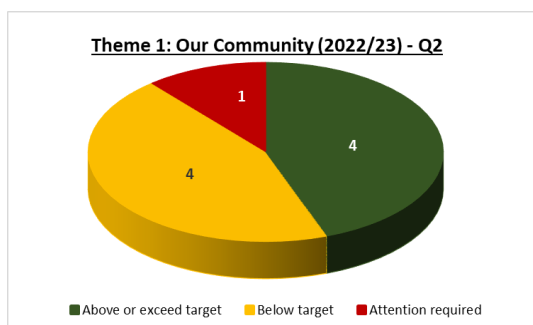
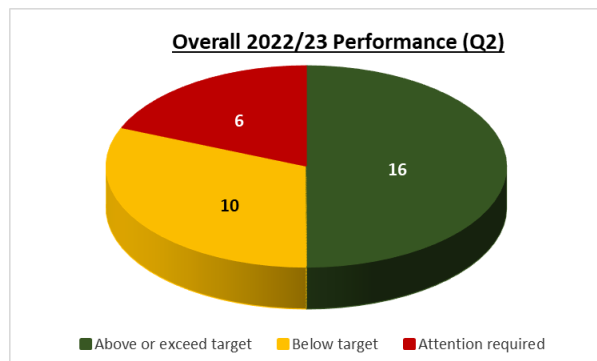
A snapshot of the overall performance during Quarter 2 is included in this report. It uses a traffic light system to represent the following benchmarks:

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

Quarter 2 Performance Measures

Out of a total 101 performance measures established for the year, 32 KPIs are measured this quarter.

The results for Quarter 2 are indicated below:



'On Target' or 'Within Tolerance' outcomes for Q2

26 (81.3%) of the Quarter 2 performance measures exceeded the target or were within tolerance levels. Of particular note for the period are:

Measure	Q2 Target	Q2 Actual	This time last year	Comments
Our Community				
1.a.1.7.g Maintain or improve attendances at the Karratha Indoor Play Centre	6,235	6,751	Not Recorded	The venue continues to be a popular party option for young children. Being open during the school holidays has been positive in attendance figures. Laser tag is still on hold due to equipment malfunction.
1.c.1.3.b Maintain or improve Library memberships as a percentage of the population	45%	43.7%	47.6%	A steady increase in members this quarter with over 150 new members joining the libraries.

Measure	Q2 Target	Q2 Actual	This time last year	Comments
1.c.1.3.f Maintain or improve the number of attendances to Children's programs and events at the City Libraries	2,700	3,174	Not recorded	Rhyme Time sessions continue to be highly attended and mostly booked out. School holiday sessions were also booked out. We welcomed special Story Time guests this quarter and also offered passive programming sessions leading up to Christmas.
1.c.1.3.g Maintain or improve the number of attendances to Adult programs and events at the City Libraries	125	170	Not recorded	Adult programs this quarter included Tai Chi, Youth job skills, an 'After Dark' book launch and Senior's Week sessions
1.d.1.1.d Number of REAP visitations	14,500	14,426	21,970	Numbers were slightly down due to no big block buster movies being released during the holiday season. City was quiet over the Christmas to New Year period compared to last year when people couldn't travel.
1.d.1.6.a Inspect 33 public health premises per month	99	122	64	This is the second consecutive quarter since September 2019 where the number of inspections has exceeded target. The additional EHO resources that the City is applying to conducting inspections is having a positive effect on the number of inspections being undertaken.
Our Economy				
2.a.2.2.a Number of tourists visiting the Karratha Tourism and Visitors Centre (KTVC)	3,000	3,410	3,189	Visitor numbers in this period have been higher than predicted. This is partly due to the City promoting retail sales of local products for end of year gifts, and the milder start to summer meaning that some visitors were still travelling through the region later than usual.
2.c.1.1.a Supply of undeveloped residential zoned land that can be subdivided/developed	300 Ha	352.4 Ha	368.1 Ha	No change in this reporting period. Expecting a reduction in supply in the short-term due to additional subdivision at Madigan Estate and Tambrey Neighbourhood Centre.
2.c.1.1.b Average commercial lease cost per square metre of advertised retail and office space in Karratha	\$350	\$400	\$335	Anecdotal evidence from local real estate agent is that rising demand and limited supply of commercial leasing options is pushing up average commercial leasing rates.
Our Leadership				
4.a.1.1.a Percentage of media releases picked up by the local media	80%	83%	57%	6 media releases issued for the period and 5 picked up by local media.
4.a.2.3.b Reduce number of lost time injuries (LTIFR)	9.7	8.1	16.6	There was 1 LTI recorded for the period.
4.b.3.1.a Number of indigenous staff employed	24	25	24	At the end of the previous quarter there were 21 staff. 3 more staff have been engaged

Measure	Q2 Target	Q2 Actual	This time last year	Comments
				by the City across a number of Community Services sites.
4.e.1.1.a Percentage of incoming phone calls serviced by the Customer Service Team	60%	61%	61%	The Customer Service team continue to address the majority of incoming phone calls into the City. The total number of phone calls received for the quarter through reception was 5,155 with 61% of these being resolved by the Customer Service Team with the balance forwarded to specialty teams to action.
4.e.1.1.d Assess all building applications within the statutory time frames	100%	100%	100%	176 applications were lodged with the City during this quarter with 159 approved, 1 cancelled and 16 awaiting further information

'Attention Required' outcomes for Q2

6 (18.8%) of the Quarter 2 performance measures require attention. The table below highlights the areas of attention:

Measure		Shortfall in Performance			Comments/Corrective Action
		Q2 Target	Q2 Actual	This time last year	
	Our Community				
	1.c.1.3.d Number of visits recorded at City libraries	29,000 patrons	18,802 patrons	34,750 patrons	The door counter at our Karratha Library experienced technical issues across the reporting period, resulting in a loss of some data. This issue has now been resolved. Roebourne Library was temporarily closed in October and reopened in November to limited operating hours. Roebourne, Wickham and Dampier were closed over the Christmas/New Years period. Lending of physical items was down this quarter compared to this time last year, however public computer use and borrowing of eResources remained steady.
	Our Environment				
	3.c.1.1.c Divert Household Hazardous Waste (HHW) from landfill via HHW Program	5,000kgs	2,294kgs	8,960kgs	Overestimated HHW facility utilisation by public in original forecast. KPI reviewed last quarter but target set still too high.
	Our Leadership				
	4.c.1.4.b Ensure supplier invoices are paid within Terms of Trade	90%	65%	91.7%	The transition to CiA has resulted in a lower % of invoices paid in comparison to the previous year. The reason being the increase in approvals required from requisition to PO's and invoices that has delayed the process within the standard payment terms. This % will gradually improve once staff are accustomed to the CiA workflows. An improvement has been

Measure	Shortfall in Performance			Comments/Corrective Action
	Q2 Target	Q2 Actual	This time last year	
				experienced from the previous quarter which was at a low of 44%.
4.e.1.1.c Complete 500 action requests (resident generated and self generated) per month and averaged over a 3 month KPI reporting period	1,500	1,257	1,878	Staff resource shortages and a focus on fire/cyclone inspections that are consuming a significant amount of time due to the number of non-compliant properties.
4.e.1.1.e Assess all planning applications within the statutory timeframes	100%	94%	98.1%	33 development applications determined this quarter by the City. 31 were determined within the statutory timeframe. 2 were determined outside the statutory timeframe.
4.e.1.1.g Percentage of ICSs (including Report It function) that are completed.	95%	80%	87%	1,236 customer requests recorded this past quarter and 985 were closed out. Fire hazard inspections are the main reason for the higher number of requests being recorded. 173 inspections still ongoing. Average number of days to close out requests is 2.5 days.

LEVEL OF SIGNIFICANCE

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

STATUTORY IMPLICATIONS

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

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place with all departments and relevant officers to ascertain and report on progress towards the desired performance measures.

COMMUNITY CONSULTATION

No community consultation is required, however progress against the Strategic Community plan will be reported to the community through the Annual Report and Annual Electors Meeting.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2022-2023 provided for this activity:

Our Programs/Services: 4.a.2.1 Integrated Strategic Planning

Our Projects/Actions: 4.a.2.1.19.1 Develop, Maintain, Monitor and Report on the Strategic Community Plan, Corporate Business Plan, Operational Plan, informing strategic documents and Key Performance Measures.

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	Moderate	Projects are reported monthly to management and tracked accordingly. Significant variations are reported to Council through budget reviews.
Service Interruption	N/A	Nil
Environment	N/A	Nil
Reputation	Moderate	Council's reputation may be impacted if the City fails to deliver on commitments in the Strategic Community Plan and Corporate Business.
Compliance	Low	Legislation requires that there is a system for monitoring performance of the City's activities through pre-determined measures to identify alignment to the Strategic Community Plan and the Corporate Business Plan.

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Quarterly reporting has been provided to Council since the 2013/14 financial year.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer's recommendation.

Option 2

That Council by Simple Majority pursuant to Section 5.56(1) of the *Local Government Act 1995* and Regulation 19DA of the *Local Government (Administration) Regulations 1996* to DEFER consideration of the Quarter 2 Performance Report for 2022/23.

CONCLUSION

The Quarter 2 Performance Report summarises the performance of the City in relation to goals set at the start of the financial year. This report confirms that 81.3% of the 32 performance measures were achieved or substantially achieved in the period 1 October 2022 – 31 December 2022.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : **155142**
MOVED : **Cr McNaught**
SECONDED : **Cr Miller**

That Council by SIMPLE Majority RECEIVE the Quarter 2 Performance Report for 2022/23.

CARRIED

FOR : Cr Long, Cr Nunn, Cr Bertling, Cr Furlong, Cr Gillam, Cr Harris, Cr McNaught, Cr Miller, Cr Scott, Cr Waterstrom Muller
AGAINST : Nil

11 COMMUNITY SERVICES

There were no Community Services reports.

12 DEVELOPMENT SERVICES

12.1 DESTINATION PILBARA 'WARLU WAY' TOURISM CONFERENCE – PROPOSED PLATINUM SPONSORSHIP THROUGH MAJOR EVENTS SPONSORSHIP AND ATTRACTION PROGRAM

File No:	RC.116
Responsible Executive Officer:	Acting Director Development Services
Reporting Author:	Economic Development Project Officer
Date of Report:	31 January 2023
Applicant/Proponent:	Pilbara Tourism Association Incorporated
Disclosure of Interest:	Nil
Attachments:	1. Warlu Way Tourism Conference 2023 Program 2. Warlu Way Tourism Conference Platinum Sponsorship Request 3. Evaluation – Platinum Sponsorship Request

PURPOSE

For Council to consider a request from the Pilbara Tourism Association Incorporated (PTA) for sponsorship of the 2023 Destination Pilbara 'Warlu Way Tourism Conference' under Policy DE03: Major Event Sponsorship and Attraction Program Policy (MESAP Policy).

BACKGROUND

The City's MESAP Policy was adopted in 2017 to provide a competitive, open, and fair process for organisations to apply for sponsorship to deliver major events that result in economic and social benefits in the City of Karratha. It was also designed to ensure Council's investment in sponsorship provides best value for money for the attraction and support of major events.

The PTA requested Platinum Sponsorship from the City under the MESAP Policy on 24 January 2023. The PTA is a member-based organisation that represents tourism product providers in the Pilbara and delivers a range of projects and initiatives to develop the tourism industry in the region.

The sponsorship is intended to support the Warlu Way Tourism Conference and several associated workshops happening in the City of Karratha between 30 March 2023 and 5 April 2023. The Conference and workshops are intended to provide training and networking opportunities for professionals in the tourism industry to create a prosperous visitor economy throughout the Pilbara. The PTA are expecting approximately 150 delegates and presenters to attend the Conference and associated workshops.

DISCUSSION

The City has been invited to participate as a Platinum Sponsor which requires an investment of \$20,000 (excl. GST) and will provide the following benefits to the City:

- Four complimentary Conference registrations;
- Four complimentary networking dinner tickets;
- Two banners on display on stage;
- Two banners on display in foyer;

- An exhibitor's booth with brochures in conference foyer;
- Acknowledgement of platinum sponsorship twice during the plenary session by the PTA Chair and a Board member and City logo included on projected Conference title image;
- City logo included on all marketing materials (including GWN advertisements, website, printed materials and social media); and
- 15-minute conference address opportunity for Mayor Long.

A full copy of the Conference Program is included as **Attachment 1** and a copy of the sponsorship request is included as **Attachment 2**.

Assessment Criteria

The request has been evaluated against the assessment criteria in the MESAP Policy. The evaluation determined that the proposal:

1. Aligned with the City's strategies and Operational Plan;
2. Would provide reasonable economic benefit with most of the budget spend being with local business;
3. Would directly support local tourism businesses and in doing so would benefit the community through diversification of the economy;
4. Will not have an adverse environmental impact;
5. Will provide good branding and marketing benefits to the City and promotion of the region to Government and industry representatives; and
6. Is unlikely to experience any issues with delivery.

An evaluation, including reasons for the recommendation is included as **Attachment 3**.

Sponsorship Request

Organisation Name	Project Name	Project	Project Total	Requested Amount	Recommended Amount
Pilbara Tourism Association Incorporated	Warlu Way Tourism Conference	To deliver a regional tourism conference for Karratha and the Pilbara region.	N/A	\$20,000 (ex. GST)	Sponsorship: \$13,471.50 REAP Fee Waiver: \$6,528.50 Total (ex GST): \$20,000

The event will be held at the Red Earth Arts Precinct and a fee-waiver for venue hire is included in the sponsorship, valued at \$6,528.50.

LEVEL OF SIGNIFICANCE

In accordance with Council Policy CG-8 Significant Decision-Making policy, this matter is considered to be of low significance in terms of social issues and economic issues as the MESAP Policy provides for funding assistance for major events.

STATUTORY IMPLICATIONS

There are no statutory implications.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place with relevant internal departments.

COMMUNITY CONSULTATION

No community consultation is required.

POLICY IMPLICATIONS

The City's MESAP Policy applies.

FINANCIAL IMPLICATIONS

This sponsorship is within budget.

Council has endorsed proposals under the MESAP Policy since 2017 as follows:

Year	Name	Total Funding Awarded (excl. GST)
2017/2018	Brew & the Moo	\$100,000
2018/2019	Australian Performing Arts Conference	\$100,000
	Southern Deserts Conference	\$14,138
	Developing Northern Australia Conference	\$100,000
	WA Regional Tourism Conference	\$125,000
2019/2020	Burrup Classic Open Water Swim	\$60,000
	Chevron City to Surf for Activ	\$25,000
	OECD Conference	\$74,000
	National Economic Development Conference	\$81,620
2021/2022	Pilbara Summit 2022	\$20,000

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2021-2022 provided for this activity:

Programs/Services:	2.a.2.1	Investment Attraction and Diversification
Projects/Actions:	2.a.2.1.21.4	Deliver Major Events Sponsorship and Attraction Program (MESAP)

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil.
Financial	Low	Low financial risk of the City providing funding to events that are not able to be delivered or are delivered to an inadequate standard. Risk will be managed through funding agreement.
Service Interruption	N/A	Nil.
Environment	N/A	Nil.
Reputation	Low	Low reputation risk of the City providing funding to events that are not able to be delivered or are delivered to an inadequate standard. Risk will be managed through funding agreement.
Compliance	Low	Low compliance risk of sponsorship not being provided to the agreed standard. Risk will be managed through funding agreement and the City will work with the PTA to ensure the project is acquitted to a satisfactory standard.

IMPACT ON CAPACITY

The capacity to deliver the recommendation will be met through the City's existing operational resources.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority APPROVE sponsorship funding to the Pilbara Tourism Association Incorporated in accordance with the below:

Organisation Name	Project Name	Grant Amount
Pilbara Tourism Association Incorporated	Warlu Way Tourism Conference	
TOTAL (ex. GST)		

Option 3

That Council by Simple Majority REFUSE sponsorship funding to the Pilbara Tourism Association Incorporated.

CONCLUSION

The PTA has requested Platinum Sponsorship of \$20,000 for the Warlu Way Tourism Conference through the City's MESAP Program. The request has been evaluated against the City's MESAP Policy and is considered to meet the requirements of this Policy. It is recommended that the application be supported for the full amount of funding.

Question from the Briefing Session held on 20 February 2023:

Q: How does the City's sponsorship, and this conference, impact on tourist numbers?

A: Rather than increasing tourist numbers, the conference supports the development of tourism products, and supports current and new tourism operators.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 155143
MOVED : Cr Waterstrom Muller
SECONDED : Cr Harris

That Council APPROVE sponsorship funding to the Pilbara Tourism Association Incorporated:

Organisation Name	Project Name	Grant Amount
Pilbara Tourism Association Incorporated	Warlu Way Tourism Conference	Sponsorship: \$13,471.50 REAP Fee Waiver: \$6,528.50
TOTAL (ex. GST)		\$20,000.00

CARRIED

FOR : Cr Long, Cr Nunn, Cr Bertling, Cr Furlong, Cr Gillam, Cr Harris, Cr McNaught, Cr Miller, Cr Scott, Cr Waterstrom Muller
AGAINST : Nil

13 STRATEGIC PROJECTS & INFRASTRUCTURE

13.1 SUPPLY AND LAYING OF CONCRETE – TENDER OUTCOME

File No:	CM.552
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Operations Coordinator
Date of Report:	2 February 2023
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Confidential – Tender Evaluation Report

PURPOSE

For Council to consider the tender for the Supply and Laying of Concrete offered under RFT 01- 22/23.

BACKGROUND

At its meeting of 25 July 2022, Council resolved to invite tenders for the Supply and Laying of Concrete for a period of three (3) years with three (3) x one (1) year extension options, exercisable at the sole discretion of the City and in accordance with the scope of works.

In addition to Council adopting a footpath construction and renewal program to develop and replace footpaths each year, the City maintains over 100kms of footpaths and 418kms of kerbs across all towns within the District.

To deliver these programs, and the routine maintenance, the City has historically tendered the works due to the nature of the skills and specialised machinery required to deliver the services neither of which are available in-house.

Tenders were advertised on 7 December 2022 and closed on 18 January 2023.

Two (2) tenders were received by the closing date from:

- Kat 5 Kerbing Pilbara Pty Ltd
- Greentree Ngaliya Civil and Fencing

The tenders were evaluated by a three (3) person panel comprising of:

- Manager Asset Maintenance
- Coordinator Operations
- Engineering Project Technical Officer

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

The criteria and associated weightings were:

Criteria	Weighting
Relevant Experience	25%
Capacity to Deliver	25%
Price	50%

The Regional Price Preference Policy was applied to one (1) local tenderer.

A copy of the Evaluation Report is contained as a confidential attachment.

The Director Strategic Projects & Infrastructure and the Chief Executive Officer have endorsed the recommendation.

LEVEL OF SIGNIFICANCE

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

STATUTORY IMPLICATIONS

Tenders for the works were called in accordance with Section 3.57 of the *Local Government Act 1995* and associated *Regulations*.

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

No community consultation is required.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Council has allocated approximately \$700,000 annually to the 10-year footpath development strategy and has listed \$818,000 in the 2022/23 Budget for the next stage of footpath construction works.

An additional \$676,000 is allocated in the 2022/23 Budget for kerbing and footpath renewals and new kerbing construction.

Should future Council budgets for works associated with this contract remain consistent with those of the past, the estimated contract expenditure including all extension options could total \$8,256,000.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2022-2023 provided for this activity:

Programs/Services:	1.a.1.1	Civil Infrastructure Works Construction and Maintenance.
Projects/Actions:	1.a.1.1.20.1	Design and Implement Footpath Renewal Plan.
Programs/Services:	1.a.1.1	Civil Infrastructure Works Construction and Maintenance.

Projects/Actions:	1.a.2.1.19.2	Implement Kerb Renewal Plan.
Programs/Services:	1.a.1.1	Civil Infrastructure Works Construction and Maintenance.
Projects/Actions:	1.a.1.5.22.4	Progress Construction of the City's Footpath Construction Strategy along Dampier Road.
Programs/Services:	1.a.2.1	Civil Infrastructure Works Construction and Maintenance.
Projects/Actions:	1.a.2.1.19.4	Maintain 5 year operational renewal programs for roads, footpaths, kerbing and drainage.

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	Expenditure to be monitored against approved budgets.
Service Interruption	Moderate	Lack of routine maintenance or poor response to asset deterioration could lead to service interruptions.
Environment	N/A	Nil
Reputation	Moderate	Failure to maintain current service levels for the City's roads and footpaths could lead to community feedback and complaints.
Compliance	Low	All works are to be undertaken in accordance with relevant OSH provisions, Australian standards, legislation, and best industry practice.

IMPACT ON CAPACITY

Should Council support the recommendation, it is intended that the Contract be managed by the City's Asset Maintenance Department.

RELEVANT PRECEDENTS

The City has historically tendered for Supply and Laying of Concrete, latterly under RFT 29-18/19 awarded to Leethall Construction Pty Ltd which expired on 31 October 2022.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:

Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority REJECT all tenders for Supply and Lay Concrete under RFT-01-22/23 and READVERTISE the tender.

CONCLUSION

The Evaluation Panel believes that the recommended tenderer provides the required level of skill, experience and capacity to perform the contract requirements to the expected standards, providing the most advantageous outcome for the City given the current cost environment and resourcing constraints in the market to deliver the required services.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : **155144**
MOVED : **Cr Harris**
SECONDED : **Cr Scott**

That Council by SIMPLE Majority:

- 1. ACCEPT the tender submitted by Kat 5 Kerbing Pilbara Pty Ltd ABN 5115 869 4476 as the most advantageous tender to form a contract, based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT 01 - 22/23**
- 2. EXECUTE a contract with Kat 5 Kerbing Pilbara Pty Ltd SUBJECT to any variations of a minor nature**

CARRIED

FOR : Cr Long, Cr Nunn, Cr Bertling, Cr Furlong, Cr Gillam, Cr Harris, Cr McNaught, Cr Miller, Cr Scott, Cr Waterstrom Muller
AGAINST : Nil

13.2 MINOR WORKS BUILDING SERVICES – TENDER OUTCOME

File No:	CM.568
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Building Maintenance Coordinator
Date of Report:	17 February 2023
Applicant/Proponent:	Nil
Disclosure of Interest:	Nil
Attachment(s):	Confidential – Tender Evaluation Report

PURPOSE

For Council to consider the tender for the Minor Works Building Services offered under RFT 07-22/23.

BACKGROUND

At its meeting of 12 December 2022, Council resolved to call for tenders for Minor Works - Building Services for a period of two (2) years with two (2) x one (1) year options, exercisable at the sole discretion of the City and in accordance with the scope of works.

The City is responsible for the general maintenance, renewal and refurbishment of more than 150 facilities and 100 houses which it owns and / or manages which range in profile, complexity and age.

As building services contractors provide specialised skills and equipment, which are not available in-house, the City has historically contracted the works to deliver these services and programs.

Tenders were advertised on 18 January 2023 and closed on 13 February 2023.

Four (4) submissions were received from:

- Granchoice Holdings Pty Ltd T/A Karratha Building Company Pty Ltd
- Red Rock Engineering WA Pty Ltd
- Trasan Contracting Pty Ltd
- West Pilbara Enterprises Pty Ltd T/A Profix Australia

The Submissions were evaluated by a three (3) person panel comprising of:

- Asset Maintenance Manager
- Building Maintenance Supervisor
- Operations Technical Officer

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

The criteria and associated weightings were:

Criteria	Weighting
Relevant Experience	15%
Capacity to Deliver	20%
Methodology	15%
Price	50%

The Regional Price Preference Policy was applied to Four (4) local tenderers.

A copy of the Evaluation Report is contained within the confidential section of the Agenda.

The Director Strategic Projects & Infrastructure and the Chief Executive Officer have endorsed the recommendation.

LEVEL OF SIGNIFICANCE

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

STATUTORY IMPLICATIONS

Tenders for the works are proposed to be called in accordance with Section 3.57 of the *Local Government Act 1995* and associated *Regulations*.

COUNCILLOR/OFFICER CONSULTATION

No Councillor or Officer consultation is required.

COMMUNITY CONSULTATION

No community consultation is required.

POLICY IMPLICATIONS

CG11 – Regional Price Preference and CG12 – Purchasing Policies are applicable.

FINANCIAL IMPLICATIONS

Council has allocated \$4.45M in the 2022/23 Budget for current delivery of Building Maintenance services. It is anticipated that expenditure associated with delivering routine maintenance, renewals and refurbishments under this contract will be in accordance with Council's budget allocations.

Based on works completed over the last twelve months, the contract price is estimated at approximately \$1.5M per annum, with the total estimated contract price including extension options being \$6M.

STRATEGIC IMPLICATIONS

This item is relevant to the Council's approved Strategic Community Plan 2020-2030 and the Corporate Business Plan 2020-2025. In particular, the Operational Plan 2022-2023 provided for this activity:

Programs/Services:	1.a.1.5	Building Maintenance Services
Projects/Actions:	1.a.1.5.19.1	Deliver buildings and structure renewals and refurbishment program
	1.a.1.5.20.2	Implement Staff Housing Refurbishment Program

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	Expenditure to be monitored against approved budgets.
Service Interruption	Low	Lack of routine maintenance or poor responses to breakdowns could lead to service interruptions
Environment	N/A	Nil
Reputation	Moderate	Failure to maintain current service levels at the City's facilities could lead to community feedback and complaints.
Compliance	N/A	Nil

IMPACT ON CAPACITY

Should Council support the recommendation, it is intended that the Contract be managed by the City's Asset Maintenance Department.

RELEVANT PRECEDENTS

The City has historically tendered for General Building Facilities Maintenance through a minor works contract RFT 24-12/13 for 2013-2015 and RFT 25 – 20/21 for 2021-2022.

VOTING REQUIREMENTS

Simple Majority.

OPTIONS:Option 1

As per Officer's recommendation.

Option 2

That Council by SIMPLE Majority pursuant to Section 3.57 of the *Local Government Act 1995* REJECT all tenders for Minor Works – Building Services RFT07-22/23 and READVERTISE the tender.

CONCLUSION

The Evaluation Panel believes that the recommended tenderer provides the required level of skills, experience and capacity to perform the contract requirements to the expected standards, providing the most advantageous outcome for the City.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : **155145**
MOVED : **Cr Gillam**
SECONDED : **Cr Miller**

That Council by SIMPLE Majority:

- 1. ACCEPT the tender submitted by West Pilbara Enterprises PTY LTD T/A Profix Australia ABN 59 618 567 589 as the most advantageous tender to form a contract, based on the assessment of the compliance criteria, qualitative criteria and pricing structures offered under RFT07- 22/23 Minor Works – Building Services; and**
- 2. EXECUTE a contract with West Pilbara Enterprises PTY LTD T/A Profix Australia SUBJECT to any variations of a minor nature.**

CARRIED

FOR : Cr Long, Cr Nunn, Cr Bertling, Cr Furlong, Cr Gillam, Cr Harris, Cr McNaught, Cr Miller, Cr Scott, Cr Waterstrom Muller
AGAINST : Nil

13.3 REQUEST FOR CONTRIBUTION YINDJIBARNDI ABORIGINAL CORPORATION

File No:	CR.38
Responsible Executive Officer:	Director Strategic Projects & Infrastructure
Reporting Author:	Manager Waste, Fleet and Depot
Date of Report:	13 February 2023
Applicant/Proponent:	Yindjibarndi Aboriginal Corporation
Disclosure of Interest:	Nil
Attachment:	Letter of Request from Yindjibarndi Aboriginal Corporation

PURPOSE

To consider a contribution to the Yindjibarndi Aboriginal Corporation (YAC) to offset waste disposal fees paid at the Seven Mile Waste Facility.

BACKGROUND

YAC is progressively delivering redevelopment works as part of the Ganalili Precinct development in Roebourne. Previous stages have included the development of the Ganalili Park and redevelopment of the old Victoria Hotel known as the Ganalili Centre.

Stage three of the development is a Transitional Housing Project. This project will deliver ten (10) transitional housing dwellings and associated commercial office and training space to assist people affected by crowded housing conditions gain access to employment, opportunities to gain accreditation and certification in their chosen field and save money to transition to private rental or home ownership. The project also aims to reduce rates of recidivism by providing accommodation and access to training and support services to recently released inmates and provide a platform for them to pursue positive pathways in a stable environment.

At its January 2022 Ordinary Meeting, Council resolved to waive disposal fees for YAC to the value of \$153,886 for the disposal of waste arising from the Ganalili Transitional Housing Project demolition works.

DISCUSSION

In August 2022 YAC completed the stage 3 demolition works associated with the Transitional Housing Project. The total value of the waste disposed at the Seven Mile Waste Facility was \$286,427 incl GST. The initial estimates to support the fee waiver were based on site inspections however during the course of demolition additional issues previously not visible were identified that required additional demolition therefore increasing the volume of material to be disposed.

YAC is now requesting Council consideration to contribute to the project equal to the amount of waste fees paid (\$132,542 incl GST) associated with the additional demolition of the buildings on site. YAC paid the fees at the time so the Waste could be disposed of expediently and Officers have validated the costs associated with the claim.

Historically Council has been supportive of fee waivers for projects in the Ganalili Precinct having provided fee waivers totalling \$218,380 for stage 2 and \$153,886 for current stage 3

works. As the fee waiver value approved by Council has been exceeded and YAC have paid the Waste fees, if Council were to support the request it would be making a financial contribution to YAC, essentially reimbursing YAC for fees charged.

In support of the request, the City has not been requested to make a financial contribution to construction of the three stages of the Ganalili precinct. All three stages of works are contributing to improving Roebourne, its streetscape and service offering and are consistent with Councils adopted Roebourne Structure Plan and the Roebourne Streetscape Masterplan.

In paying the additional waste disposal fees, has reduced YACs available funding to the balance of the project. Officers understand that if supported the contribution will assist to ensure the fit out of the project can proceed as planned.

LEVEL OF SIGNIFICANCE

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

STATUTORY IMPLICATIONS

The power to defer, grant discounts, waive or write off debts is required to comply with Section 6.12 of the *Local Government Act 1995*, requiring an absolute majority decision by Council.

COUNCILLOR/OFFICER CONSULTATION

Consultation has taken place between representatives from the City's Waste Services department and GBSC Yurra (YAC's contractor) to determine the quantity of waste removed from site and delivered and disposed of at the 7 Mile Waste Facility.

COMMUNITY CONSULTATION

No community consultation is required.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Based on the details provided by YAC, costs are as follows:

Description	Est. Tonnes	Cost/Tonne (inc GST)	Total Cost (inc GST)
Asbestos and fibrous sheeting	20	\$241.35	\$4,827
Asbestos Permits (5)			\$106
Timber	50	\$50.20	\$2,510
General Waste/vegetation	50	\$154.15	\$7,707
Masonry/concrete and steel	900	\$154.15	\$138,735
Total			\$153,885

Additional Contribution Request

Description	Tonnes	Cost (ex GST)	Total Cost (inc GST)
Commercial car, Ute, Trailer	0.7	\$101.91	\$112.10
Construction and Demolition	23.7	\$3,450.51	\$3,795.56
Non compactible less than 3x3	348.84	\$116,940.67	\$128,634.76
Total		\$121,739.34	\$132,542.42

The demolition costs are a relatively minor component of the Transitional Housing Project which has a total value of approximately \$5.8 million. Should Council support the Officers recommendation, a budget amendment to the Non-Statutory Donations account for the total contribution would be required. If supported, the amendment could be made as part of the March Budget Review.

STRATEGIC IMPLICATIONS

There are no strategic implications.

RISK MANAGEMENT CONSIDERATIONS

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

Category	Risk level	Comments
Health	N/A	Nil
Financial	Low	Additional cost of \$132,542.42 in disposal income, for support of the project it represents a relatively small proportion of the \$5.8M cost to YAC to deliver the project.
Service Interruption	N/A	Nil
Environment	Low	Waste disposed of in lined Class 3 Cells
Reputation	Low	Promotes City reputation
Compliance	Low	Waste disposal to be carried out in accordance with landfill licence conditions

IMPACT ON CAPACITY

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

RELEVANT PRECEDENTS

Council has previously supported YAC via fee waivers for disposal of construction and demolition waste associated with the Ganalili Precinct development projects as follows:

2017/2018 - \$112,648

2018/2019 - \$105,732

2022/2023 - \$153,886

VOTING REQUIREMENTS

Absolute Majority.

OPTIONS:

Option 1

As per Officer's recommendation.

Option 2

That Council by ABSOLUTE Majority pursuant to Section 6.12 of the *Local Government Act 1995* APPROVE a contribution to the Yindjibarndi Aboriginal Corporation at capped amount of \$_____, for the disposal of building materials as part of the demolition phase of the development of the Ganalili Transitional Housing Project.

Option 3

That Council by SIMPLE Majority pursuant to Section 6.18 of the *Local Government Act 1995* DECLINE the request from the Yindjibarndi Aboriginal Corporation for a contribution to the disposal of redundant building materials as part of the demolition phase of the development of the Ganalili Transitional Housing Project.

CONCLUSION

YAC is progressing Stage 3 of the Ganalili Precinct development, the Transitional Housing project.

This project comprises the construction of ten (10) transitional houses and associated commercial office and training space. The project aims to provide opportunities for Roebourne community members living in crowded housing conditions gain access to training and employment opportunities and facilitate their transition to economic independence.

The City is supportive of this social housing initiative, as one of many housing solutions being provided to the Karratha community.

YAC had requested and Council agreed to support the project by way of a fee waiver for disposal of waste arising from the demolition of the existing structures and site clearing works. As the volumes exceeded the initial estimates, YAC has paid \$132,542.42 to the City to dispose of the balance of demolition waste associated with the project. As this cost was not factored in the project budget, YAC is seeking Council support to make a contribution equivalent to the value paid for waste disposal.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : **155146**
MOVED : **Cr Waterstrom-Muller**
SECONDED : **Cr Furlong**

That Council SUPPORT the Yindjibarndi Aboriginal Corporation request and contribute \$132,542 including GST to the Ganalili Transitional Housing Project to offset costs associated with waste disposal fees paid.

CARRIED

FOR : Cr Long, Cr Nunn, Cr Bertling, Cr Furlong, Cr Gillam, Cr Harris, Cr McNaught, Cr Miller, Cr Scott, Cr Waterstrom Muller
AGAINST : Nil

14 ITEMS FOR INFORMATION ONLY

Responsible Officer: Chief Executive Officer

Reporting Author: Minute Secretary

Disclosure of Interest: Nil

PURPOSE

To advise Council of the information items for February 2023.

VOTING REQUIREMENTS

Simple Majority.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

Res No : 155147
MOVED : Cr Miller
SECONDED : Cr McNaught

That Council note the following information items:

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

CARRIED

FOR : Cr Long, Cr Nunn, Cr Bertling, Cr Furlong, Cr Gillam, Cr Harris, Cr McNaught,
Cr Miller, Cr Scott, Cr Waterstrom Muller
AGAINST : Nil

**14.1 REGISTER OF DOCUMENTS STAMPED WITH THE CITY OF KARRATHA
COMMON SEAL****Responsible Officer:** Chief Executive Officer**Reporting Author:** EA to CEO & Mayor**Disclosure of Interest:** Nil

PURPOSE

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

DATE	DOCUMENT
23/01/2023	Department of Transport Grant Scheme - Recreational Boating Facilities Scheme (RBFS) Round 27 Funding Agreement for Wickham Boat Beach Ramp Design

14.2 CONCESSION ON FEES FOR CITY FACILITIES

File No: CR.38
Responsible Executive Officer: Director Community Services
Reporting Author: EA Community Services
Date of Report: 27 January 2023
Disclosure of Interest: Nil

PURPOSE

To provide Council with a summary of all concessions on fees for the City's Community Services facilities under Delegation 1.0 of the Delegations Register since the last Ordinary Council Meeting.

Name	Reason	Amount (excl GST)
Community Facilities	Waive x10 Adult pool entry to WRP Aquatic Centre due to RAC Closure 8/01/23	\$31.82
	TOTAL \$35 (Incl GST)	
GBSC Yurra	Waive \$5 per casual gym entry for 200 entries 19/01/23	\$909.09
	TOTAL \$1,000 (Incl GST)	
Girls FX	Access to four public computers for First Aid training over 4 hours in duration REAP Library 17/01/23	\$61.09
	TOTAL \$67.20 (Incl GST)	

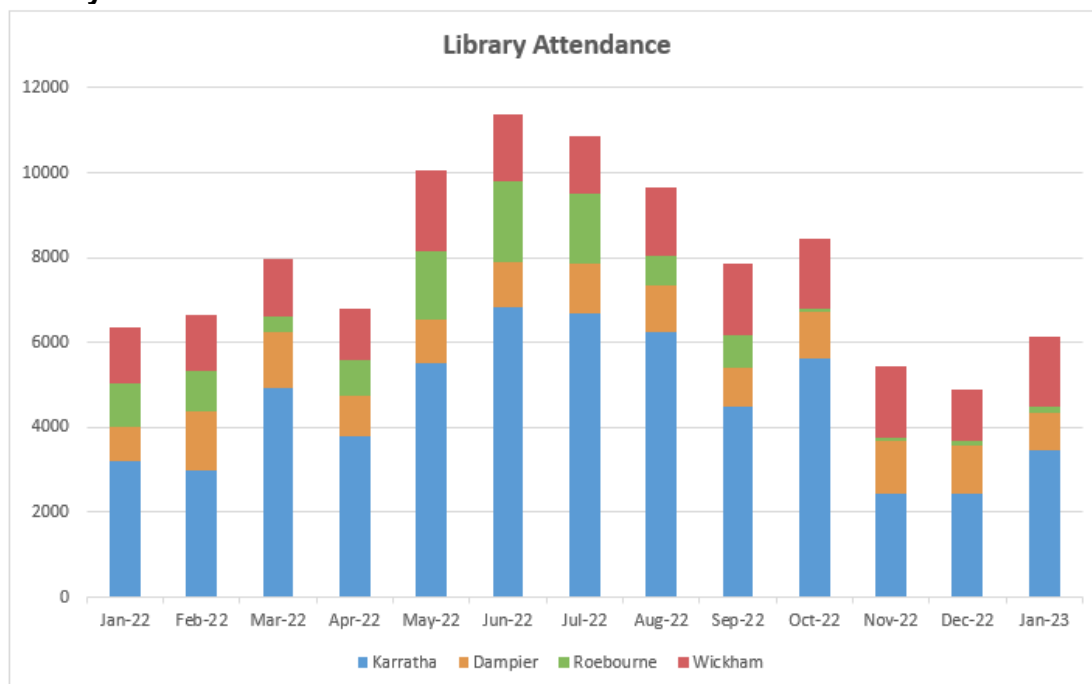
14.3 COMMUNITY SERVICES UPDATE**File No:** CS.23**Responsible Executive Officer:** Director Community Services**Reporting Author:** EA to the Director Community Services**Date of Report:** 31 January 2023**Applicant/Proponent:** Nil**Disclosure of Interest:** Nil**Attachment(s)** Nil**PURPOSE**

To provide Council with a Community Services update for January 2023.

Community Facility Attendance Summary

Facility Attendance	January 2022	January 2023	%
The Youth Shed	426	489	↑15%
The Base	829	639	↓23%
Total Library	6359	6129	↓4%
Karratha Leisureplex	33628	37476	↑11%
Wickham Recreation Precinct	4502	5513	↑22%
Roebourne Aquatic Centre	1141	710	↓38%
REAP	5049	2986	↓41%
Indoor Play Centre	3178	3166	0
Community Liveability Programs	January 2022	January 2023	%
Security Subsidy Scheme properties	31	22	↓29%
Meet the Street parties	1	1	0

Library Services



Total Library:

3139 physical items and **835** eResources borrowed.

719 individual computer log ins by members and guests (excludes Wi-Fi).

465 program participants **26** school holiday programs.

9875 total memberships (**116** new memberships).

1 external requests for local history information.

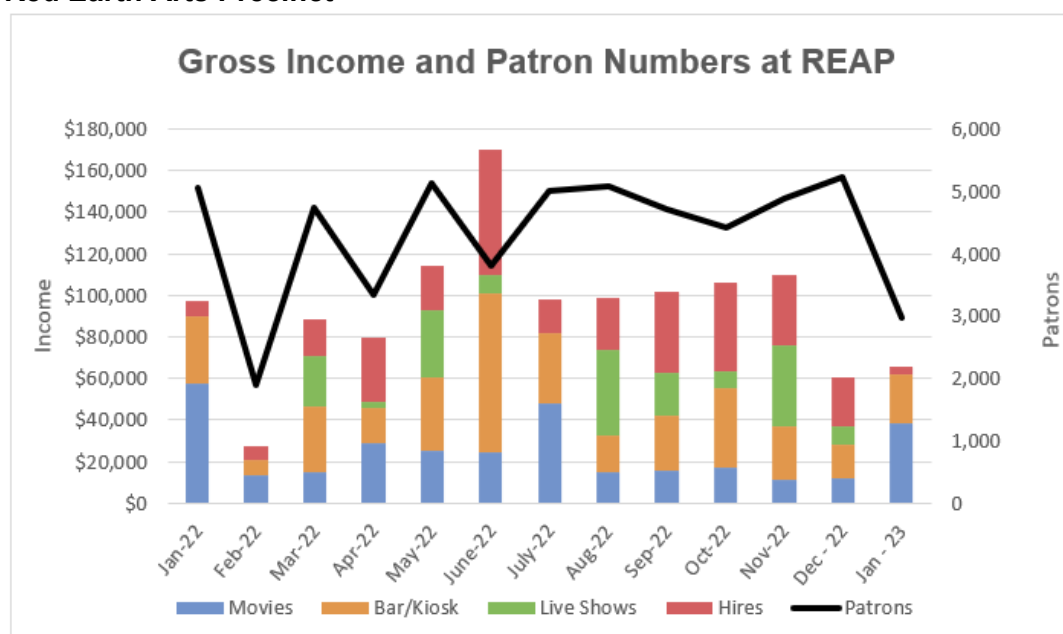
11 Better beginnings Packs were distributed to Population Health, Kindy classes and Library Patrons.

Karratha Library door counter offline since 11 November (Manual Count for January). A new part has been ordered to repair the door counter and pending repair.

Roebourne limited operating hours - open 6 hours per week in lieu of 50 hours/wk.

Physical and digital lending, as well as PC access, was up compared to this time last year.

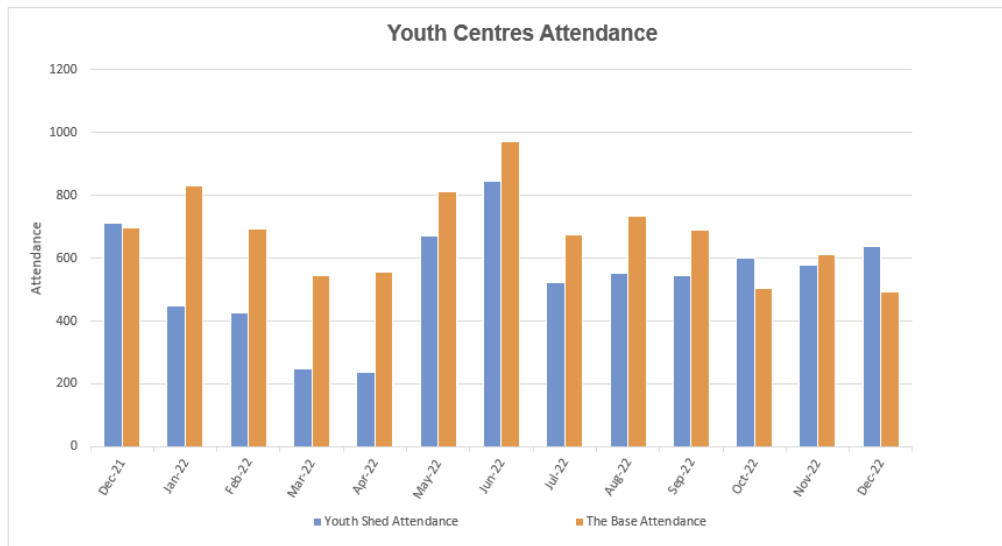
Red Earth Arts Precinct



Red Earth Arts Precinct:

37 movies were screened in January with a total attendance of **2986** and an average of **81** patrons attending each movie. Avatar “Way Of the Water” screened **4** times to near sold out capacity which helped increase kiosk sales. **2** venue hires during January for meetings. Patron numbers were impacted this January 2023 due to January 2022 having **4** block buster movies released over the holiday period as Covid-19 pushed back release dates, compared to **1** this year. Venue hires inflated last January due to AD&E workshops that ran through the holidays that required tech.

Youth Services

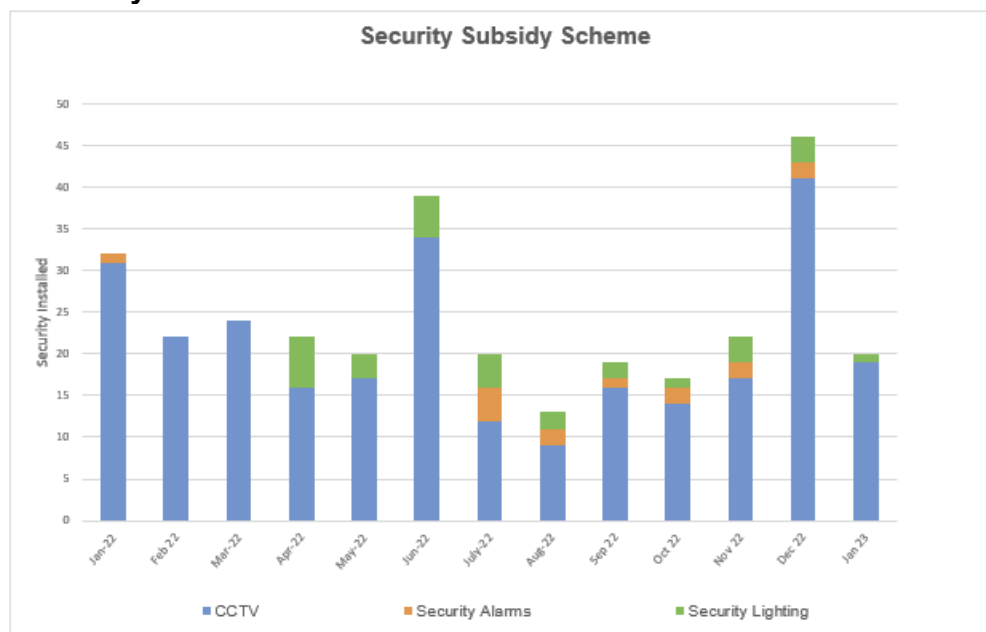


The Base and Youth Shed:

15% Increase at The Youth Shed due to programming and events such as the Blue Light Disco, and Australia Day. We have also had children from Onslow and Carnarvon attending whilst holidaying in Karratha.

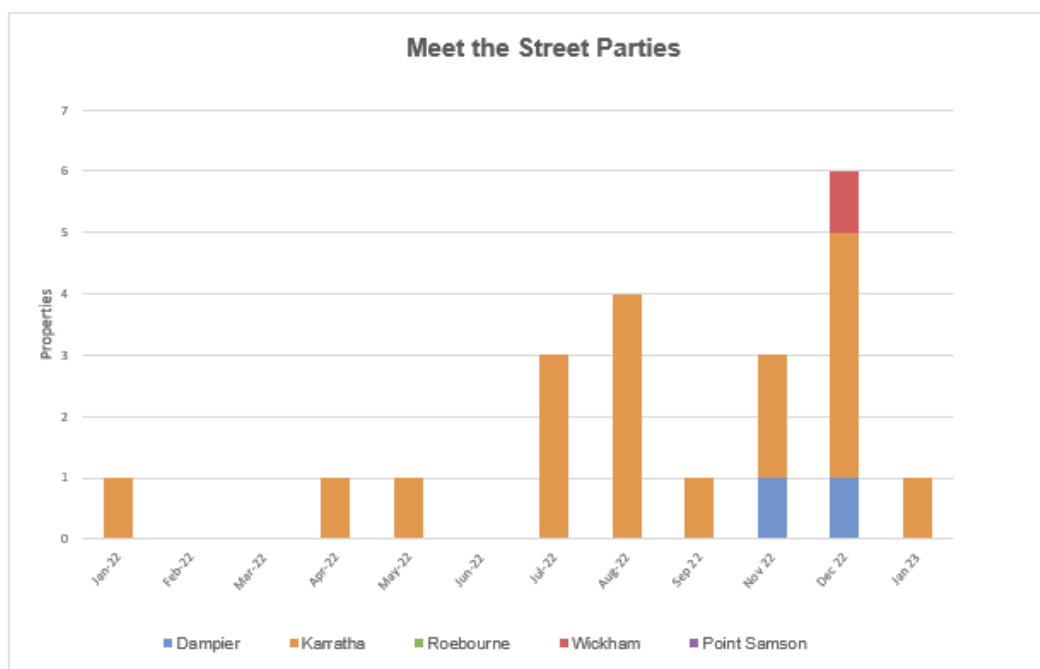
23% decline at The Base from January 2022, due to the kids attending Wickham pool. Some regular kids, have transitioned down to Perth to boarding school. Due to school starting we anticipate a boost in attendance.

Liveability



Security Subsidy:

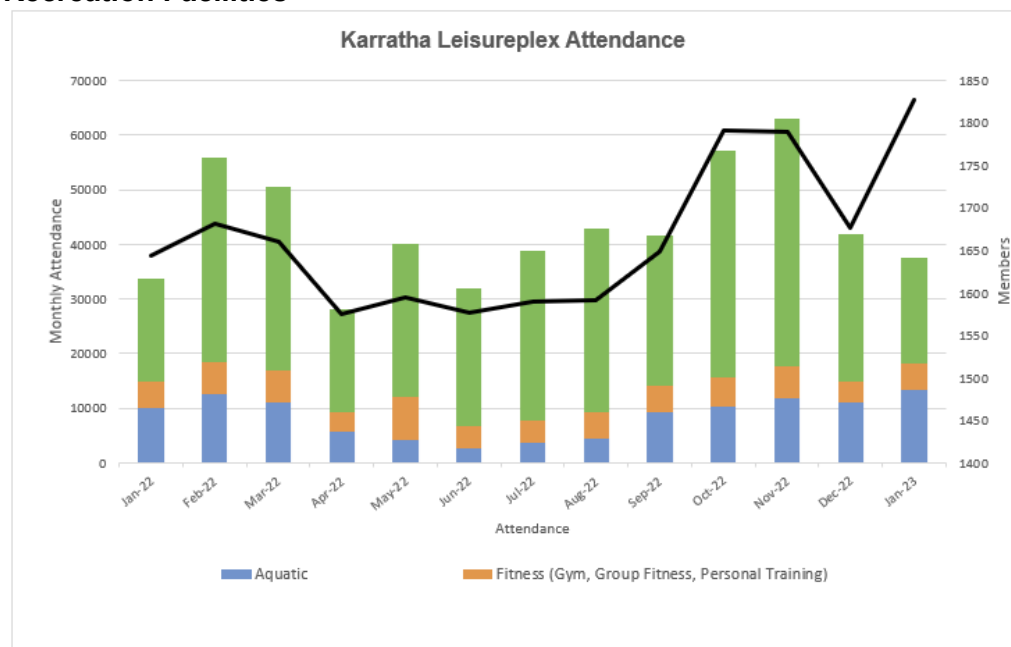
22 applications, excluding **5** SSS that were rejected for not meeting the criteria (buying locally or living in CofK). Busy December and noted quiet month in January. We have implemented a streamlined process using a webform we hope assists residents on applying online.



Meet the Street:

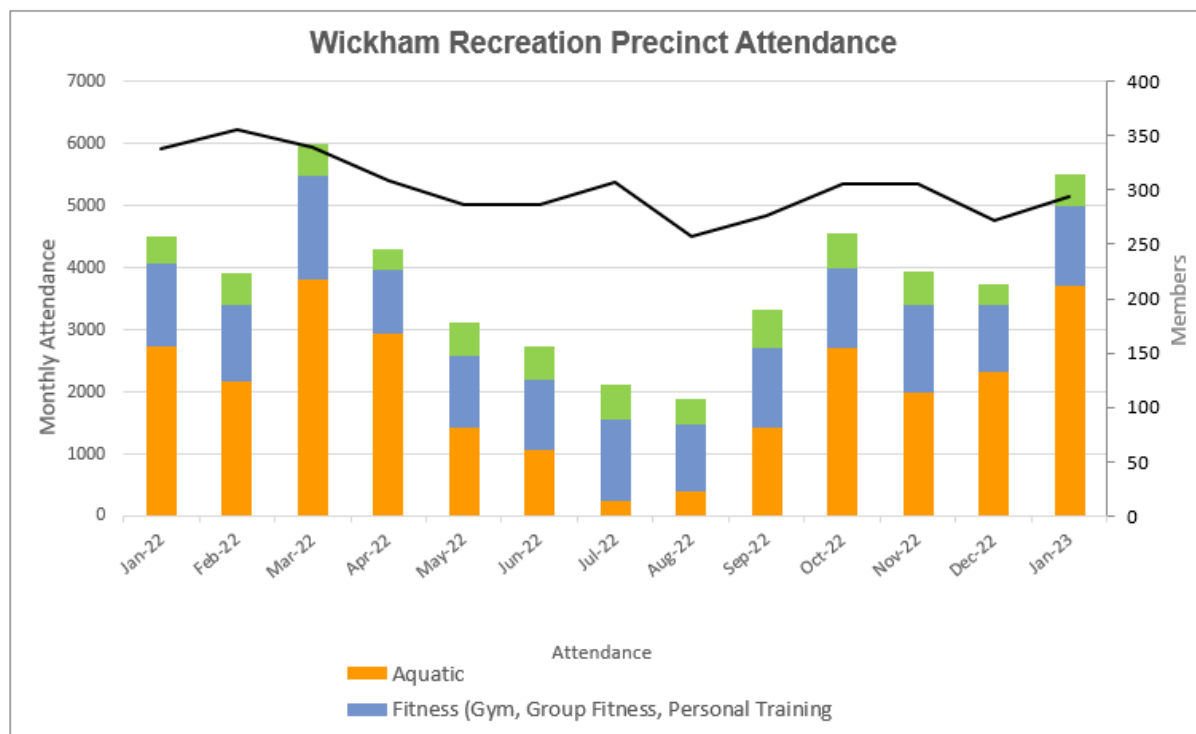
1 Meet the Street party held. **1** cancellation in Wickham. Looking at campaign to increase the uptake of this program and specifically in Wickham.

Recreation Facilities



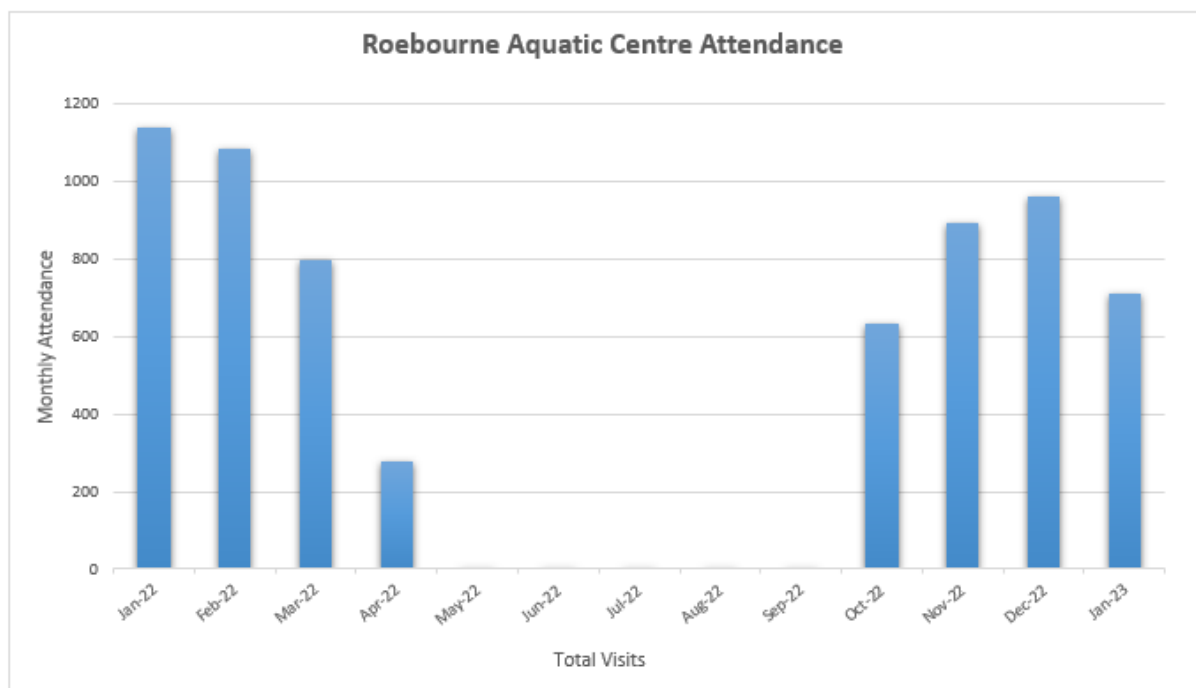
Karratha Leisureplex:

11% increase overall in attendance compared to January 2022. Membership increased **9%**. Contributors to this increase were, gym, 24-hour members, holiday programs and general aquatic attendances.



Wickham Recreation Precinct:

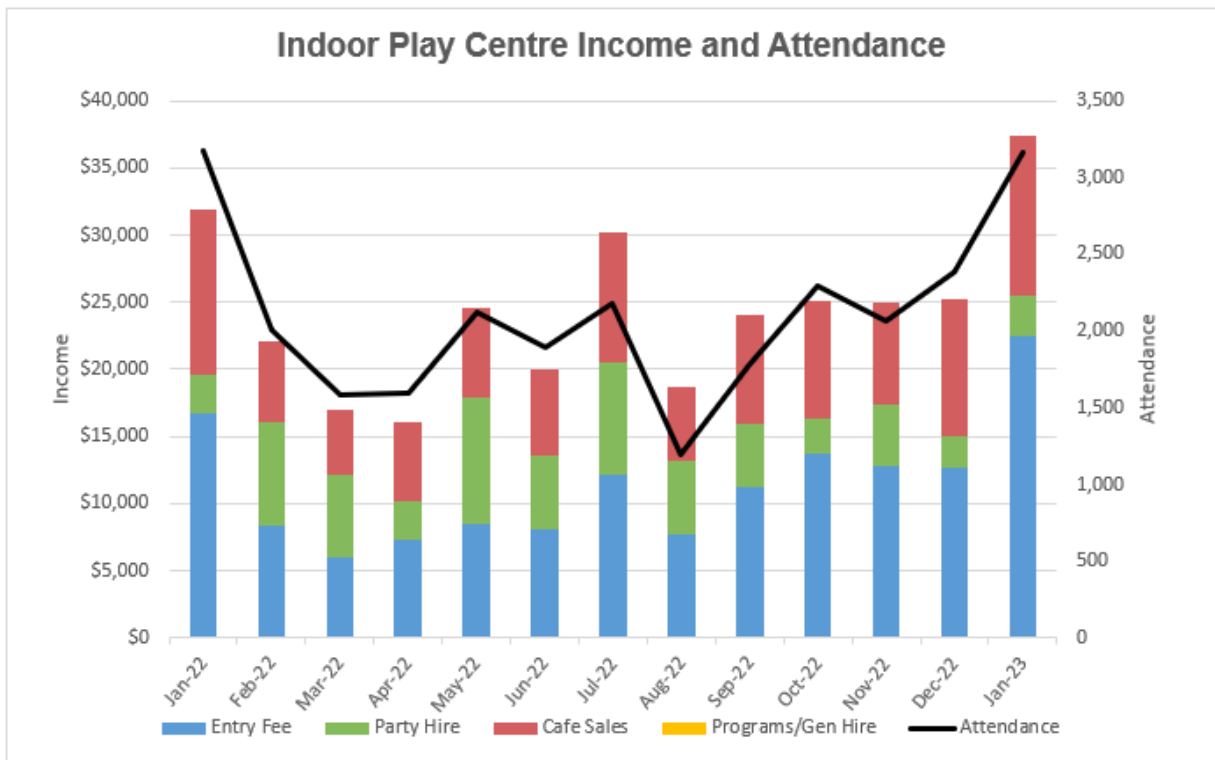
22% increase compared to January 2022. This is due to the **35%** increase in aquatic entry. Positive **8%** increase in membership along with increase participation in group fitness and gym activities.



Roebourne Aquatic Centre:

Visits down **38%** compared to January 2022. Approx. 200 less attendances due to reduced opening hours. Anticipate more patrons as hours increasing from 1-5pm to 10am-5pm Saturday and Sunday.

Indoor Play Centre



Indoor Play Centre:

Similar attendance as per last January. Schedule of Fees and Charges increase on age groups between 9 months - 2 years and 2-5 years, contributing to higher entry fee for January 2023.

14.4 DEVELOPMENT SERVICES UPDATE

File No: TA/1/1

Responsible Executive Officer: Director Development Services

Reporting Author: Director Development Services

Date of Report: 2 February 2023

Disclosure of Interest: Nil

Attachment(s)

PURPOSE

To provide statistics from Development Services for Council's information for the period 1 January 2023 to 31 January 2023 (inclusive).

- Two JDAP development applications have been lodged in January 2023. The first is for Woodside's \$100M+ solar farm in the Maitland Strategic Industrial Area and the second is for Viva Energy's proposed new oil and grease storage, handling and distribution facility in the new stage of the Gap Ridge Industrial Estate.
- Rangers are conducting follow up property inspections to reduce the risk of cyclone and bushfire hazards. 230 notices issued since November 2022.
- High value of infringements paid in January 2023 due to a backlog of unpaid fines being referred to the State's Fines Enforcement Recovery Service in November 2022.
- Majority of animals impounded either returned to owners or rehomed by SAFE.
- The City is preparing for the launch of the online booking system for its nature based camp sites. As part of the transition to the online booking system a number of regular visitors to Gnoorea registered their interest during the trial for support to book their sites in 2023. Officers are currently contacting these 60 people that registered their interest for support to take their bookings prior to the system going live. The booking sales for Gnoorea are significantly higher than this time last year for this reason.
- Phase three of the Aboriginal Cultural Heritage Act 2021 Co-Design process was open for comments until 6 January 2023. The City reviewed the proposal and provided comments.
- There were 141 bookings made through the Mobile Trading Roster across 6 sites.
- Active Direction Notices (Planning & Development Act):

Active Direction Notices (Planning & Development Act):	12
- Direction notices complied with this period	0
- Not complied but within notice period	0
- Outside notice period and not complied	8
- Outside notice period but being complied with	4
- Expired and in Court process	0

Building 2023			Building 2022													
CATEGORY	JAN	YTD	YTD	TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Building Permits				Building Permits												
Dwellings	2	2	23	Dwellings	3	5	1	1	2	1	3	0	1	2	3	1
Alterations and Additions	13	13	160	Alterations and Additions	12	14	19	10	7	15	14	19	12	16	12	10
Swimming Pools and Spas	4	4	103	Swimming Pools and Spas	2	3	11	5	15	4	11	15	10	21	3	3
Outbuildings (inc. signs and shade)	12	12	370	Outbuildings (inc. signs and shade)	17	22	37	21	35	25	35	31	36	48	47	16
Group Development	0	0	3	Group Development	0	0	1	0	0	2	0	0	0	0	0	0
Number Sole Occpcy Units/GRP Development	0	0	2	Number Sole Occpcy Units/GRP Development	0	0	0	0	0	0	0	0	0	0	0	2
Commercial	2	2	27	Commercial	1	3	2	1	1	6	2	1	5	4	1	0
Monthly total	33	33	688	Monthly total	35	47	71	38	60	53	65	66	64	91	66	32
Building Approval Certificates & Demolition Certificates				Building Approval Certificates & Demolition Certificates												
Demolition Permits	0	0	4	Demolition Permits	0	1	0	0	1	0	2	0	0	0	0	0
BAC's	1	1	14	BAC's	0	0	1	2	0	2	2	1	1	1	1	3
BAC Strata	0	0	0	BAC Strata	0	0	0	0	0	0	0	0	0	0	0	0
Monthly total	1	1	18	Monthly total	0	1	1	2	1	2	4	1	1	1	1	3
Occupancy Permits				Occupancy Permits												
Occupancy Permits	0	0	20	Occupancy Permits	1	2	1	1	1	0	1	5	3	1	2	2
OP Strata	0	0	0	OP Strata	0	0	0	0	0	0	0	0	0	0	0	0
OP Unauthorised	0	0	1	OP Unauthorised	0	0	1	0	0	0	0	0	0	0	0	0
Monthly total	0	0	21	Monthly total	1	2	2	1	1	0	1	5	3	1	2	2
Total \$'000 Construction Value	0	0	246,459	Total \$'000 Construction Value	2,712	5,882	66,007	12,277	3,085	116,641	6,624	7,456	11,433	6,595	4,476	3,271
Applications Processed for Other Councils				Applications Processed for Other Councils												
Shire Of Ashburton	3	3	101	Shire Of Ashburton	4	6	10	4	8	18	4	22	10	10	4	1
Shire of Wyndham (East Kimberley)	0	0	2	Shire of Wyndham (East Kimberley)	2	0	0	0	0	0	0	0	0	0	0	0
Port Hedland	1	1	28	Port Hedland	11	16	0	0	0	0	0	0	0	1	0	0
Monthly total	4	4	131	Monthly total	17	22	10	4	8	18	4	22	10	11	4	1
Private Certifications Provided				Private Certifications Provided												
Certificate of Design Compliance	0	0	3	Certificate of Design Compliance	0	0	1	1	1	0	0	0	0	0	0	0
Certificate of Building Compliance	0	0	5	Certificate of Building Compliance	0	0	1	0	0	1	1	0	0	0	2	0
Certificate of Construction Compliance	0	0	2	Certificate of Construction Compliance	0	0	0	0	0	0	0	0	0	1	1	0
Monthly total	0	0	10	Monthly total	0	0	2	1	1	1	1	0	0	1	3	0
Total \$'000 Construction Value	0	0	255	Total \$'000 Construction Value	0	0	72	0	0	40	35	0	0	0	108	0
Private Swimming Pool Inspections (1 every 4 years)				Private Swimming Pool Inspections (1 every 4 years)												
Monthly total	25	25	807	Monthly total	41	92	48	62	96	67	74	75	10	93	100	49

<u>Karratha Tourism and Visitor Centre Statistics 2023</u>			<u>Karratha Tourism and Visitor Centre Statistics 2022</u>												
CATEGORY	JAN	YTD	YTD	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Visitor Numbers															
Centre Visitors	549	549	27,333	504	432	582	1191	2668	4095	6219	5336	2896	2035	800	575
Sites Booked Gnoorea Online	25	25	1,196	14	21	25	25	144	198	245	253	271	0	0	0
Sites Booked Gnoorea Caretakers	N/A	0	1,289	N/A	N/A	N/A	N/A	327	160	526	388	143	N/A	N/A	N/A
Sites Booked Cleaverville Online	1	1	1,933	15	25	28	36	196	341	378	635	279	0	0	0
Sites Booked Cleaverville Caretakers	N/A	0	599	N/A	N/A	N/A	N/A	73	129	248	184	N/A	N/A	N/A	N/A
Consignments															
Contracts	20	20	20	18	17	19	19	19	20	20	20	20	20	20	20
Revenue															
KTVC Retail Sales	\$3,943.18	\$3,943.18	\$87,783.64	\$916.00	\$1,970.00	\$3,274.00	\$2,473.84	\$3,850.00	\$6,915.00	\$19,155.31	\$14,851.76	\$10,637.73	\$8,730.45	\$6,181.70	\$8,827.85
Bookeasy Sales	\$315.00	\$315.00	\$47,476.00	\$650.00	\$0.00	\$1,596.00	\$9,161.00	\$3,703.00	\$8,637.00	\$5,568.00	\$9,748.00	\$3,940.00	\$2,361.00	\$1,682.00	\$430.00
Online Booking Sales Cleaverville	\$48.00	\$48.00	\$81,024.00	\$1,368.00	\$1,508.00	\$2,368.00	\$2,220.00	\$8,716.00	\$15,796.00	\$14,504.00	\$25,824.00	\$8,720.00	\$0.00	\$0.00	\$0.00
Cash Sales Cleaverville	N/A	\$0.00	\$38,695.50	N/A	N/A	N/A	N/A	\$1,268.00	\$11,884.00	\$13,872.00	\$11,671.50	N/A	N/A	N/A	N/A
Online Booking Sales Gnoorea	\$8,332.00	\$8,332.00	\$60,252.00	\$1,384.00	\$1,472.00	\$1,488.00	\$2,816.00	\$8,136.00	\$14,904.00	\$11,704.00	\$10,600.00	\$7,748.00	\$0.00	\$0.00	\$0.00
Cash Sales Gnoorea	N/A	\$0.00	\$75,044.00	N/A	N/A	N/A	N/A	\$4,532.00	\$20,380.00	\$23,600.00	\$19,760.00	\$6,772.00	N/A	N/A	N/A
Overflow Permit	N/A	\$0.00	\$19,800.00	N/A	N/A	N/A	N/A	N/A	\$2,510.00	\$10,000.00	\$7,290.00	N/A	N/A	N/A	N/A
Monthly Total	\$12,638.18	\$12,638.18	\$410,075.14	\$4,318.00	\$4,950.00	\$8,726.00	\$16,670.84	\$30,205.00	\$81,026.00	\$98,403.31	\$99,745.26	\$37,817.73	\$11,091.45	\$7,863.70	\$9,257.85
Ganailili															
Centre Visitors	0	0	4,655	120	390	180	337	657	1378	1033	803	456	N/A	N/A	N/A

<u>Planning 2023</u>			<u>2022</u>												
CATEGORIES	JAN	YTD	TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Lodgement			Lodgement												
Development Applications	8	8	89	7	6	12	10	10	9	8	9	5	8	4	1
R-Codes Applications	1	1	74	7	7	5	8	7	6	6	7	9	5	5	2
Land Matters	7	7	160	13	22	22	12	12	12	7	9	18	10	11	12
Enforcement Matters	0	0	30	1	0	1	0	21	2	2	0	0	0	2	1
Scheme Amendments	0	0	1		0	0	1	0	0	0	0	0	0	0	0
Monthly total	16	16	354	28	35	40	31	50	29	23	25	32	23	22	16
Processing			Processing												
Average Number of Days (DA)	9	9	27	36	26	29	51	35	31	29	28	14	9	7	23
Application Fees	4,836	4,836	221,276	3,187	4,845	6,635	15,020	57,388	23,247	6,361	32,798	33,890	2,061	34,641	1,203
Development Value \$'000	100,913	100,913	273,773	4,597	1,917	52,304	6,496	29,671	68,509	1,420	40,260	13,082	22,783	16,334	16,400

Environmental Health 2023			2022												
CATEGORY	JAN	YTD	TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Inspections/reinspections/audits			Inspections/reinspections/audits												
Food premises inspection/reinspection	25	25	155	11	3	16	5	4	18	31	2	26	18	7	14
Lodging house inspection	0	0	35	1	0	0	1	2	3	10	12	3	3	0	0
Camping/caravan park inspection	0	0	4	0	0	1	0	0	1	1	0	1	0	0	0
Public building inspection	3	3	64	3	0	1	1	2	20	21	5	5	1	3	2
Swimming pool inspection	0	0	36	2	0	0	0	0	0	2	0	0	27	5	0
Hairdressers inspection	0	0	19	0	1	0	0	0	0	0	2	1	0	10	5
Beauty therapy/skin penetration inspection	1	1	39	1	2	4	2	5	0	1	0	0	4	20	0
Septic tank inspections	0	0	3	0	0	0	0	0	0	0	0	0	0	3	0
Monthly total	29	29	355	18	6	22	9	13	42	66	21	36	53	48	21
Health nuisances/complaints investigated			Health nuisances/complaints investigated												
Air Quality	1	1	28	1	3	2	2	0	2	4	4	2	0	4	4
Building & Accommodation	2	2	15	0	2	4	0	0	0	3	2	0	1	3	0
Water & Waste Water	1	1	20	2	5	4	1	0	0	0	0	4	1	2	1
Food Safety	4	4	24	5	3	0	1	2	0	2	3	2	3	2	1
Noise Pollution	4	4	91	8	2	8	6	3	4	8	14	5	13	14	6
Public Health	2	2	61	0	5	2	4	6	21	5	5	4	4	3	2
Refuse & Litter	3	3	17	2	5	1	1	1	2	2	0	2	0	0	1
Skin Penetration	0	0	4	1	0	0	0	1	0	1	1	0	0	0	0
Monthly total	17	17	325	19	25	21	17	54	51	25	29	19	22	28	15
Notifiable infectious diseases			Notifiable infectious diseases												
Ross River Virus (RRV)	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0
Barmah Forest Virus (BHV)	0	0	2	1	0	0	0	0	0	0	1	0	0	0	0
Salmonellosis	0	0	11	1	0	2	3	3	0	1	0	1	0	0	0
Campylobacteriosis	0	0	24	7	4	2	3	2	1	1	0	4	0	0	0
Cryptosporidiosis	0	0	6	1	1	0	0	1	0	0	3	0	0	0	0
Other	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0
Monthly total	0	0	45	10	6	4	6	6	2	2	4	5	0	0	0
Other health			Other health												
Assess development applications	10	10	67	2	6	4	6	11	7	11	6	0	7	3	4
Assess building applications	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Respond to swimming pool positive detections	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0
Healthy dog day	0	0	3	0	0	0	0	0	0	0	2	0	0	1	0
Chicken bleeding	2	2	23	2	2	2	2	2	2	1	2	2	2	3	1
Infringements issued	0	0	4	0	1	0	0	0	0	0	1	0	0	1	1
Approvals & Compliance - applications & enquiries	8	8	117	12	17	15	9	12	15	10	1	0	13	7	6
Monthly total	20	20	215	16	26	21	17	25	24	22	13	2	22	15	12

Rangers 2023			2022												
CATEGORY	JAN	YTD	TOTAL	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Inspections/reinspections/audits			Inspections/reinspections/audits												
Activities on City Properties	11	11	547	26	110	71	28	91	78	62	38	6	20	10	7
Abandoned vehicles	17	17	163	22	25	12	13	10	10	9	9	10	16	12	15
Animal (dogs/etc)	113	113	1737	139	139	127	135	172	169	180	193	132	117	131	103
Cats	41	41	458	30	39	37	32	49	32	43	49	36	27	37	47
Camping	2	2	80	0	2	0	8	15	10	21	13	4	6	1	0
Cyclone	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bushfire Hazard/Permit to burn	65	65	176	0	0	0	0	0	0	0	0	1	5	100	70
Litter	12	12	366	65	78	53	43	30	13	19	14	18	12	12	9
Parking	5	5	458	76	99	50	30	36	46	56	40	9	6	4	6
Off Road Vehicles	2	2	59	5	11	10	2	5	3	7	3	5	2	5	1
Unsigly Properties	3	3	121	25	22	16	6	9	17	7	7	4	2	2	4
Monthly total	271	271	4,165	388	525	376	297	417	378	404	366	225	213	314	262
Infringements Issued			Infringements Issued												
Bushfire	3	3	2	0	0	1	0	0	0	0	0	0	0	0	1
Activities on City Properties	0	0	80	0	49	21	0	0	0	4	6	0	0	0	0
Animal Environment & Nuisance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Animal (dogs/cats/etc)	19	19	196	7	13	20	3	19	16	11	33	20	9	20	25
Camping	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0
Litter	0	0	7	1	2	0	0	0	0	0	0	2	0	2	0
Parking	1	1	90	17	21	13	3	6	15	3	6	0	2	4	0
Monthly total	23	23	376	25	85	55	6	25	31	18	46	22	11	26	26
Infringements			Infringements												
Value of Infringements Paid (\$)	16,827.56	16,828	63,327	6,183	6,772	4,586	7,429	6,440	5,525	3,800	6,889	4,800	2,300	5,950	2,653
Infringements withdrawn	4	4	10	2	0	2	2	1	3	0	0	0	0	0	0
Impounded Dogs			Impounded Dogs												
Central	11	11	82	4	6	10	8	7	3	9	12	8	5	8	2
East	6	6	84	11	4	3	3	3	5	5	8	3	2	18	19
West	3	3	122	6	15	14	7	11	11	9	11	3	9	14	12
North	2	2	49	N/A	N/A	N/A	0	10	15	13	5	2	4	4	4
Monthly total	22	22	288	21	25	27	18	31	34	36	36	16	20	44	37
Released to Owner	8	8	107	4	5	13	0	7	13	24	14	1	5	12	9
Rehomed to SAFE	11	11	104	9	14	4	2	7	15	6	5	1	2	19	20
In pound at present	2	2	100	6	4	9	16	16	4	3	9	10	13	8	2
Holding pending court cases	0	0	2	0	0	0	0	0	0	0	1	1	0	0	0
Deceased	0	0	8	1	0	1	0	2	0	2	0	0	0	2	0
Euthanised	1	1	17	1	2	0	0	0	2	0	3	0	0	3	6
Monthly total	22	22	338	21	25	27	18	32	34	35	32	13	20	44	37
Impounded Cats			Impounded Cats												
Central	6	6	65	3	6	11	3	11	1	2	3	2	4	9	10
East	3	3	166	18	22	15	3	7	12	12	5	3	22	38	9
West	14	14	123	13	10	5	8	12	8	4	13	26	4	11	9
North	7	7	28	N/A	N/A	N/A	4	6	2	0	7	2	0	3	4
Monthly total	30	30	354	34	38	31	18	36	23	18	28	33	30	61	32
Released to Owner	0	0	14	2	0	2	0	1	3	1	2	0	1	2	0
Rehomed to SAFE	18	18	142	23	23	3	2	13	7	1	15	1	17	22	15
In pound at present	3	3	64	3	0	1	12	13	1	2	3	4	8	11	6
Euthanised	8	8	120	6	15	24	3	8	12	3	7	4	3	24	11
Deceased	1	1	9	0	0	1	1	1	0	0	2	1	1	2	0
Monthly total	30	30	349	34	38	31	18	36	23	7	29	10	30	61	32
Customer Requests			Customer Requests												
After hours (AH) calls received	35	35	621	43	40	49	61	30	56	56	52	90	45	47	52
AH calls requiring an immediate response	14	14	307	19	24	29	28	14	35	59	29	15	19	12	24
3 Dog Applications	1	1	19	0	0	0	0	2	1	5	4	1	2	2	2
Monthly total	50	50	947	62	64	78	89	46	92	120	85	106	66	61	78

15 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

There were no motions of which previous notice has been given.

16 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

There were no questions by members of which due notice has been given.

17 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Late Item – Confidential Discussion

18 MATTERS BEHIND CLOSED DOORS

COUNCIL RESOLUTION

Res No : 155148
MOVED : Cr Gillam
SECONDED : Cr Furlong

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

17.1 LATE ITEM – CONFIDENTIAL DISCUSSION

Councillors held a confidential discussion in camera and no resolutions were passed.

ATTACHMENT TO ITEM 13.1 SUPPLY AND LAYING OF CONCRETE – TENDER OUTCOME - CONFIDENTIAL – TENDER EVALUATION REPORT

ATTACHMENT TO ITEM 13.2 MINOR WORKS BUILDING SERVICES – TENDER EVALUATION - MINOR WORKS BUILDING SERVICES – TENDER OUTCOME

These matters if disclosed would reveal information about the business, professional, commercial or financial affairs of a person.

CARRIED

FOR : Cr Long, Cr Nunn, Cr Bertling, Cr Furlong, Cr Gillam, Cr Harris, Cr McNaught, Cr Miller, Cr Scott, Cr Waterstrom Muller
AGAINST : Nil

Council moved in camera at 6.31pm with the CEO.

COUNCIL RESOLUTION

Res No : 155149
MOVED : Cr Gillam
SECONDED : Cr Furlong

That Council move out of camera.

CARRIED

FOR : Cr Long, Cr Nunn, Cr Bertling, Cr Furlong, Cr Gillam, Cr Harris, Cr McNaught, Cr Miller, Cr Scott, Cr Waterstrom Muller
AGAINST : Nil

Council moved out of camera at 6.54pm.

19 CLOSURE & DATE OF NEXT MEETING

The meeting closed at 6.54pm

The next meeting is to be held on Monday, 27 March 2023 at 6pm at Council Chambers - Welcome Road, Karratha.

I, Cr Peter Long, Mayor of the City of Karratha, hereby declare on behalf of the Councillors of the City of Karratha that the enclosed Minutes are a true and accurate record of the Ordinary Council Meeting held on Monday, 27 February 2023.

..... Date ____/____/____